



# LEPC Meeting Notice

**MEMO TO:** Tampa Bay LEPC, District VIII Members/Alternates

**FROM:** Asst Chief Scott Ehlers, LEPC Chairman and  
John Meyer, LEPC Coordinator

**SUBJECT:** **LEPC MEETING - November 17, 2010**

**DATE:** November 8, 2010

The next Tampa Bay LEPC, District VIII meeting will be held on **Wednesday morning, November 17, 2010, 10:30 a.m.**, at the offices of the Tampa Bay Regional Planning Council, 4000 Gateway Centre Blvd, Suite 100, Pinellas Park, FL 33782.

The enclosed package of informative materials will recap various agenda items, precluding the need for detailed discussion at the meeting unless specific questions arise. The LEPC meeting is expected to last about an hour.

You are invited to review the LEPC website: [www.tbrpc.org/lepc/lepc.shtml](http://www.tbrpc.org/lepc/lepc.shtml)

**\*\*\*REMINDER\*\*\***

Only the abbreviated short-form agenda will be available at the door the day of the meeting. Please remember to bring your mailout package with you to the meeting.

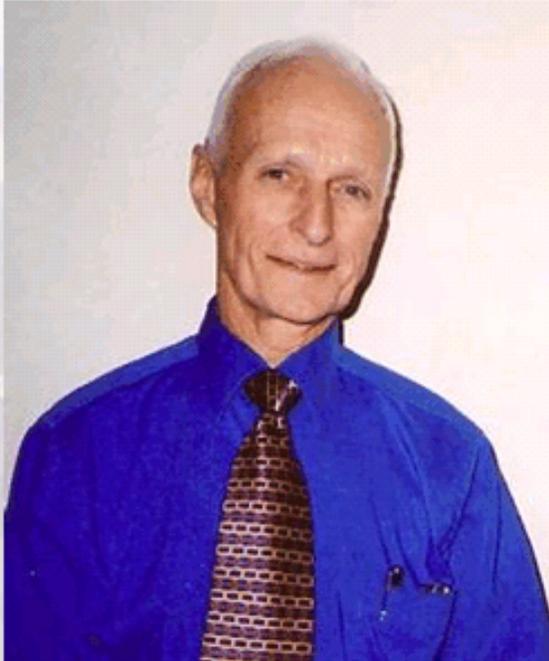
If you are a person with a disability who needs any accommodation in order to participate in this meeting, you are entitled, at no cost to you, to the provision of certain assistance. Please contact John Meyer at the Tampa Bay Regional Planning Council at (727) 570-5151 X 29 within three working days of the meeting.

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**Asst Chief Scott Ehlers, Chairman - Jeff Tobergte, Vice Chairman - John Meyer, Coordinator**  
Tampa Bay Local Emergency Planning Committee (LEPC), District VIII  
4000 Gateway Centre Boulevard, Suite 100, Pinellas Park, FL 33782-6136  
Phone 727/570-5151, ext. 29 - FAX 727/570-5118  
Email johnm@tbrpc.org - LEPC Website <http://www.tbrpc.org/lepc/lepc.shtml>

# IN MEMORIAM

## *Eugene L. Olson*



Eugene Olson died Thursday, October 21, 2010 in St Petersburg, FL.

He is survived by his loving wife, Vivian; brothers Roger (Janyce), Donald (Kaye), stepsons Andrew (Lori), Aaron (Dawn), stepgrandsons Tony and Isaac, several nieces and nephews.

Prior to retirement, he was the Marine Superintendent for the Florida Institute of Oceanography.

He was a Major in the Civil Air Patrol (Auxiliary of the U.S. Air Force), former commander of the Pinellas Senior Squadron, taught many classes in aerospace education, ground team search and rescue training, and urban direction finding. He was a private pilot, member of the Albert Whitted Airport Preservation Society, North Central Aerospace Education, Aircraft Owners and Pilots Association, former FAA safety councilor,

Wealth Builders Real Estate Investors Association and member of Faith Assembly of God Church.

His passion was to mentor and guide teens and young college age youth to establish and attain goals in their lives.

In lieu of flowers, memorials may be given to Faith Assembly of God or Civil Air Patrol Pinellas Senior Squadron.

SOURCE: Veterans Funeral Care website

## Obituary

### **Eugene Olson**

OLSON, Eugene L. 77, of St. Petersburg, died on Oct. 21, and is survived by his loving family. Services from Faith Assembly, 3900 28th St. N., Oct. 28th, at 4 pm.  
[www.veteransfuneralcare.com](http://www.veteransfuneralcare.com)

SOURCE: St. Petersburg Times, October 26, 2010



# LEPC Agenda

## TAMPA BAY LOCAL EMERGENCY PLANNING COMMITTEE (LEPC) DISTRICT VIII MEETING

**Tampa Bay Regional Planning Council**  
**4000 Gateway Centre Blvd, Suite 100, Pinellas Park, FL 33782**  
**Wednesday, November 17, 2010 - 10:30 am**

**\*\*\*THIS MEETING IS OPEN TO THE PUBLIC\*\*\***

Agenda Item #1	CALL TO ORDER, WELCOME, PLEDGE OF ALLEGIANCE - <b>Page 1</b>	Chair Scott Ehlers
Agenda Item #2	APPROVAL OF <i>MINUTES</i> - August 25, 2010 LEPC MEETING - <b>Page 1</b>	Chair Ehlers
Agenda Item #3	DISTRICT 8 LEPC MEMBERSHIP CHANGES - <b>Page 1</b>	John Meyer
Agenda Item #4	QUARTERLY SERC MEETING RECAP & TTF'S "PROJECT BOARD" - <b>Page 1</b>	Chair Ehlers
Agenda Item #5	HMEP PROGRAM - PLANNING - <b>Page 7</b>	Committee Chair Alan Pratt
Agenda Item #6	FACILITY DISASTER PLANNING PROJECT - <b>Page 7</b>	John Meyer
Agenda Item #7	HMEP PROGRAM - TRAINING - <b>Page 14</b>	John Meyer
Agenda Item #8	REGIONAL DOMESTIC SECURITY TASK FORCE - <b>Page 15</b>	Amanda Shaw
Agenda Item #9	"DEEPWATER HORIZONS OIL SPILL IN REVIEW" - <b>Page 16</b>	Alain Watson/Ed Murphy
Agenda Item #10	TRAINING, WORKSHOP OR CONFERENCE OPPORTUNITIES - <b>Page 16</b>	Chair Ehlers
Agenda Item #11	OTHER LEPC BUSINESS - <b>Page 27</b>	Chair Ehlers
	A. <i>Tampa Bay LEPC HazMat Emergency Response Plan Update</i>	
	B. <i>Hazardous Materials Awareness Week/"Shelter in Place"</i>	
	C. <i>Florida Division of Emergency Management/Region 4 - Quarterly Meeting</i>	
Agenda Item #12	TAMPA BAY LEPC LOGO SHIRTS - <b>Page 32</b>	Chair Ehlers
Agenda Item #13	PUBLIC COMMENTS - <b>Page 32</b>	Chair Ehlers
Agenda Item #14	NEXT MEETING - Wednesday, February 23, 2011	Chair Ehlers
Agenda Item #15	ADJOURNMENT	

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**Asst Chief Scott Ehlers, Chairman - Jeff Tobergte, Vice Chairman - John Meyer, Coordinator**

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The following LEPC membership change(s) was/were approved at the October 8, 2010 SERC meeting:

MEMBER	CATEGORY	MEMBER TYPE		STATUS OF CHANGE			DESCRIPTION (IF NECESSARY AND/OR APPROPRIATE)
		PRIMARY	ALTERNATE	NEW MEMBER	CATEGORY OR TYPE CHANGE	RESIGNED/ REMOVED	
Paul Keller	Emergency Management	✓		✓			<b>Pinellas County Emergency Management.</b> Paul Keller was named "Primary" LEPC appointment from Pinellas County Emergency Management. In turn, Mr. Keller designated Doug Meyer as his "Alternate."
Doug Meyer		✓			✓		
Jon Tillis	Law Enforcement		✓	✓			<b>Hillsborough County Sheriffs Office.</b> Primary LEPC Member Cpl. Lance Connors requested a re-designation of his "Alternate" from Deputy Susan Shute to Master Deputy Jon Tillis.
Susan Shute			✓			✓	

NOTE: The yellow-highlighted names above signify a net increase in overall LEPC District 8 membership, whereas gray highlighted names indicate a net reduction in LEPC membership.

Additional Material: None.  
 Action Recommended: Recognition of New Appointments

The State Emergency Response Commission and associated Subcommittee meetings were held at the Betty Easley Conference Center in Tallahassee on October 7-8, 2010. LEPC Chair Scott Ehlers and Staff Coordinator John Meyer attended. The following serves as a recap of the SERC meeting and other associated meetings:

The items of business were:

- **Approval of July 9, 2010 SERC meeting Minutes**

## **NEW BUSINESS**

- **Approval of new/revised Local Emergency Planning Committee Appointments (Statewide).** The SERC unanimously approved all new LEPC appointments requested by each of the 11 LEPCs. As a subset of this approval, the following changes were recognized for the District 8 LEPC membership: Mr. Paul Keller as the *Primary* and Mr. Doug Meyer as the *Alternate* member from Pinellas County Emergency Management (PCEM). These assignments fill a vacancy created by the former departure of the *Primary* member from PCEM. In addition, Deputy Jon Tillis replaced Deputy Susan Shute as the *Alternate* LEPC representative from the Hillsborough County Sheriffs Office.
- **LEPC Hazardous Materials Emergency Response Plans.** FDEM staff recognized that the annual updates of all 11 LEPC Plans were previously submitted, revised as may have been necessary and now all “meet the LEPC Hazardous Materials Emergency Response Plan Compliance Criteria.” SERC unanimously approved acceptance of all 11 Plans.
- **Thomas Yatabe Awards Nominations & Certification of Appreciation.** The SERC unanimously approved all individuals nominated for the Thomas Yatabe Award by their respective LEPC as well as those meritorious of a Certificate of Appreciation. The nominations are being withheld from this recap until the Award and Certificates are publicly presented in association with the January 7, 2011 SERC meeting.
- **Hazardous Materials Awareness Week.** The SERC unanimously declared the week of February 13-19, 2011 as Hazardous Materials Awareness Week. This year’s theme will be “Shelter in Place,” a topic very familiar to LEPC District 8 especially considering the types and quantities of hazardous materials within and adjacent to the Port of Tampa.
- **Training Task Force Membership Guideline Changes.** Upon agreement to replace multiple references to “agencies” with “entities” requested by one SERC member, the SERC unanimously approved the recommended revisions to the TTF membership guidelines, including the addition of a second Alternate within each District and the replacement of all current references to the SERC’s “Subcommittee on Training” with “Training Task Force” due to the re-establishment of Subcommittee names. As a matter of information, Mr. Jeff Tobergte was named the Alternate TTF member to Mr. Scott Ehlers within LEPC District 8.

## **REPORTS**

- **SERC’s Training Task Force (TTF).** Aside from work products and efforts discussed as part of the SERC Agenda (recognized above), the following highlights of the October 7, 2010 TTF meeting were also recognized by Don Sessions, TTF Chair, and/or FDEM staff:

- Teleconferences. Mr. Don Sessions indicated that teleconferences were held on August 11, September 8, and September 29, 2011 to discuss revisions to hazardous materials section of the Field Operations Guide (FOG). These revisions will be discussed one more time via teleconference amongst the TTF members prior to providing to the SERC for consideration of adoption, which is currently anticipated for January 7, 2011. The other topic of considerable discussion were the change to the TTF membership guidelines as outlined in greater detail above. The next TTF meetings are tentatively scheduled for November 10<sup>th</sup> (2:00 p.m.) And December 8<sup>th</sup> (10:00 a.m.).
  - E-Plan. It was previously determined electronic filing would be the preferred method for all Section 302 facilities to annually submit their Tier 2 chemical inventories and the Hazardous Materials Information System (HMIS) would be “engine” in which to provide this information. This information would then be transferred to E-plan which, by design, could be easily accessed by first responders. However, according to Ms. Shanti Smith, Mr. Sam Brackett & Mr. Rob Stoner, proper transfer of this information between the HMIS & E-Plan databases has been difficult and time consuming to achieve due to the different data fields and remains “a work in progress.” However, once operational and correct, E-plan is intended to provide a listing of all chemicals on-site, not just the Extremely Hazardous Substances, and will be especially useful and beneficial to the first responders arriving at a hazardous materials incident. Mr. Matt Marshall confirmed that the “plume modeling” component of E-Plan is still in the beta-testing phase.
  - Secure Portal. Chief Mike Murphy identified there is/will be a dire need to a secure portal to place many of the finished work products of the Training Task Force due to sensitive information that may be contained within the document. This portal would need to be password protected and accessible only by those intended. The portal could also accommodate many other products such as training videos.
  - HMEP Grant Guidelines. It was recognized that Mr. Paul Wotherspoon (FDEM Staff) had provided a presentation on the use of Hazardous Materials Emergency Preparedness grant funds and, in particular, the guidelines and procedures during the LEPC Staff & Chairs meeting.
  - Project Chart. Many new initiatives were added to the Project Tracking Chart, including: IR Spec & Raman Model SOP and Long Term Costs and Maintenance; RIID Model SOP and Long Term Costs and Maintenance; Awareness Level Training for White Power SOP developed by Jack Pittman/DOH; Best Practices from latest ORE; First Responders/Haz Mat Team Awareness training for a RAD event; Review of new federal regulations concerning Marine Firefighting requirements for petroleum bearing vessels; Secure Portal for access to products developed by TTF; and develop cadre of SEMs from SERC recognized Haz Mat teams and State Agencies.
- **Financial Status Report Update.** Ms. Shanti Smith advised that a comparison of Emergency Planning and Community Right-to-Know Act (EPCRA) and Risk Management Planning (RMP) revenues between FY 2008-09 and FY 2010-11 (through August 2010) were included in the Agenda materials. A detailed breakdown of program costs for the Hazardous Materials Planning Program and the RMP Program for FY 2009-10 and expenditures of each program for FY 2010-11 (through August 2010) were also provided.

- **Hazardous Materials Incidents Reports.** Mr. Sam Brackett advised that detailed listings of fixed facility and transportation-related hazardous materials incident were prepared and included the Agenda materials to describe incidents occurring between the period of June 1, 2010 and August 31, 2010. Such Reports documented these incidents and portrayed the number of persons evacuated, injured or deceased down to the LEPC Districts and corresponding level. SERC Member Richard Smith requested that the latter described data set include an additional column to depict the “Cause of Injury.”

The following constitutes the hazardous material incidents recorded for District 8 between the period of June 1, 2010 and August 31, 2010 requiring evacuation and/or causing injury(ies) and/or death(s):

County	Date of Release	Type*	Chemical	Amount Released (Lbs.)	Business Type	Evacuations	# Injured	# Fatalities
Hills	6/13/10	FF	Natural Gas	Unknown	Apartment Complex	100	0	0
	7/24/10	FF	Sulfuric Acid	767	Refrigerated	0	2	0
Manatee	NONE IDENTIFIED							
Pasco	6/01/10	TR	Gasoline	Unknown	Aircraft Accident	0	1	0
Pinellas	7/06/10	FF	Hydrogen Sulfide	Unknown	Restaurant	16	0	0
	7/13/10	FF	Natural Gas	Unknown	Grocery Store	0	1	0
	7/19/10	FF	Natural Gas	Unknown	Pipeline/Construction	10	0	0
<b>TOTAL →</b>						<b>126</b>	<b>4</b>	<b>0</b>

\* - FF = Fixed Facility incident / TR - Transportation-related incident.

Supplemental information also contained in the SERC Agenda materials, including annual comparisons of:

- annual comparison of the overall Statewide number of Hazardous Materials Incidents Reports;
- *Petroleum vs. Non-Petroleum Hazardous Material Incidents by LEPC District;*
- *Fixed Facility vs. Transportation Related Incidents by LEPC District;*
- Statewide monthly and annual hazardous materials incidents tabulations;
- annual comparisons of Statewide number of Section 302 & 312 chemicals;
- *Section 313 Toxic Release Inventory Forms;* and
- annual quantification of the *Notice of Violations/Second Notices* issued.

- **Update on LEPC Activities.** SERC Member George Danz summarized the following highlights of the LEPC Staff & Chairs meeting:

- *Hazmatters.* Mr. Danz recognized that the various tasks and accomplishment of each LEPC District is identified in the *Hazmatters* section of the backup SERC materials.

The following accomplishments were identified for District 8, primarily for the period of June - August 2010:

- attended the Quarterly SERC meeting at the ECFRPC on July 8-9, 2010 and conducted the LEPC meeting on August 25, 2010;
- the LEPC’s Facility Disaster Planning Subcommittee met on July 15, 2010. The primary, self-established, objectives of the Subcommittee remain: incorporation of an interactive hazardous material

component into the *Florida Business Disaster Survival Kit* ([www.fldisasterkit.com](http://www.fldisasterkit.com)), as funding will permit; perpetually update the LEPC website (i.e. [www.tbrpc.org/lepc](http://www.tbrpc.org/lepc)) with data pertaining to LEPC activities and initiatives as well as serving as an invaluable resource for hazardous materials planning information and resources; and provide training of local hazardous materials industry personnel to the maximum extent possible or feasible.

- participated in a series of teleconferences administered by the Florida Division of Emergency Management primarily to discuss: updates to the Hazardous Materials section of the Field Operations Guide; necessary revisions to the TTF membership guidelines; and updates/status reports on the TTF's "Project Board." (August 11, September 8 and September 29, 2010 teleconferences);
  - assisted in the completion and submittal of the "Grand Response After Action Report." The Report was based on a full-scale exercise conducted in May at the Tampa Port Authority and involved the simulated release of Methyl Bromide at the facility. FDEM staff subsequently determined that the exercise and corresponding Report met the biennial exercise requirement.
  - incorporated final "minor" revisions to annual update of the *Tampa Bay Hazardous Materials Emergency Plan* at the request of FDEM staff. (The Plan was subsequently accepted by the SERC in conjunction with their October 8, 2010 meeting);
  - in association with the District 8 HMEP Contract, LEPC staff coordinated the conduct of a *Intro to CAMEO* course in Pinellas County (June 15-17, 2010), a *Hazcat Level 1* training course in Pasco County (August 24-27, 2010), as well as Hydrogen Cyanide Firefighting training (August 27-29, 2010) and *Hazardous Materials Life Safety and Command* courses in Manatee County (September 8-10, 2010). Conduct of these courses accounted for the remaining funds associated with the FY 2009-10 HMEP Training Contract. It is anticipated that the LEPC's Training Committee will convene on the morning of the next scheduled LEPC meeting (i.e. November 17<sup>th</sup>) to solicit nominations for the Training Subcommittee Chair position and strategize training opportunities for the 2010-11 HMEP funding cycle.
  - represented the Tampa Bay LEPC at the July 13, 2010 and subsequent September 14, 2010 meetings of the Tampa Bay Spill Committee and the U.S. Coast Guard Area Committee which immediately followed. The newly-appointed Commander of U.S. Coast Guard/Sector St. Petersburg (Captain Sheryl Dickinson) was introduced to the Committee during the July meetings.
  - assisted with the July 14, August 11 and September 8 meetings of the Pinellas Police Standards Council held at the Council offices.
  - attended the Ammonia Handlers/Operators meetings held on June 23 & July 28 (at the Hillsborough County Emergency Operations Center) as well as August 24 (at Yara North America) and subsequently September 28 (at CF Industries).
  - attended the Quarterly Region 4 FDEM quarterly meeting on September 3 at the recently-opened Polk County Emergency Operations Center. Mr. Paul Siddall (FDEM staff) chaired the meeting.
- **Next Meeting.** It was announced that the next SERC meeting will be held at the Crowne Plaza Hotel in Ft. Myers on January 7, 2011. While the April 8, 2011 meeting will be held in Tallahassee, SERC members were reminded that the July 8, 2011 meeting was tentatively scheduled for the Pensacola area as will be hosted by the District 1 LEPC.
  - **Adjournment.** Following a motion and a second, the SERC meeting was adjourned at 11:21 a.m.

***An updated "Project Board" associated with the current objectives of the SERC's Training Task Force is provided on the following page.***

Additional Material:           None.  
Action Recommended:       None. For Information Only.

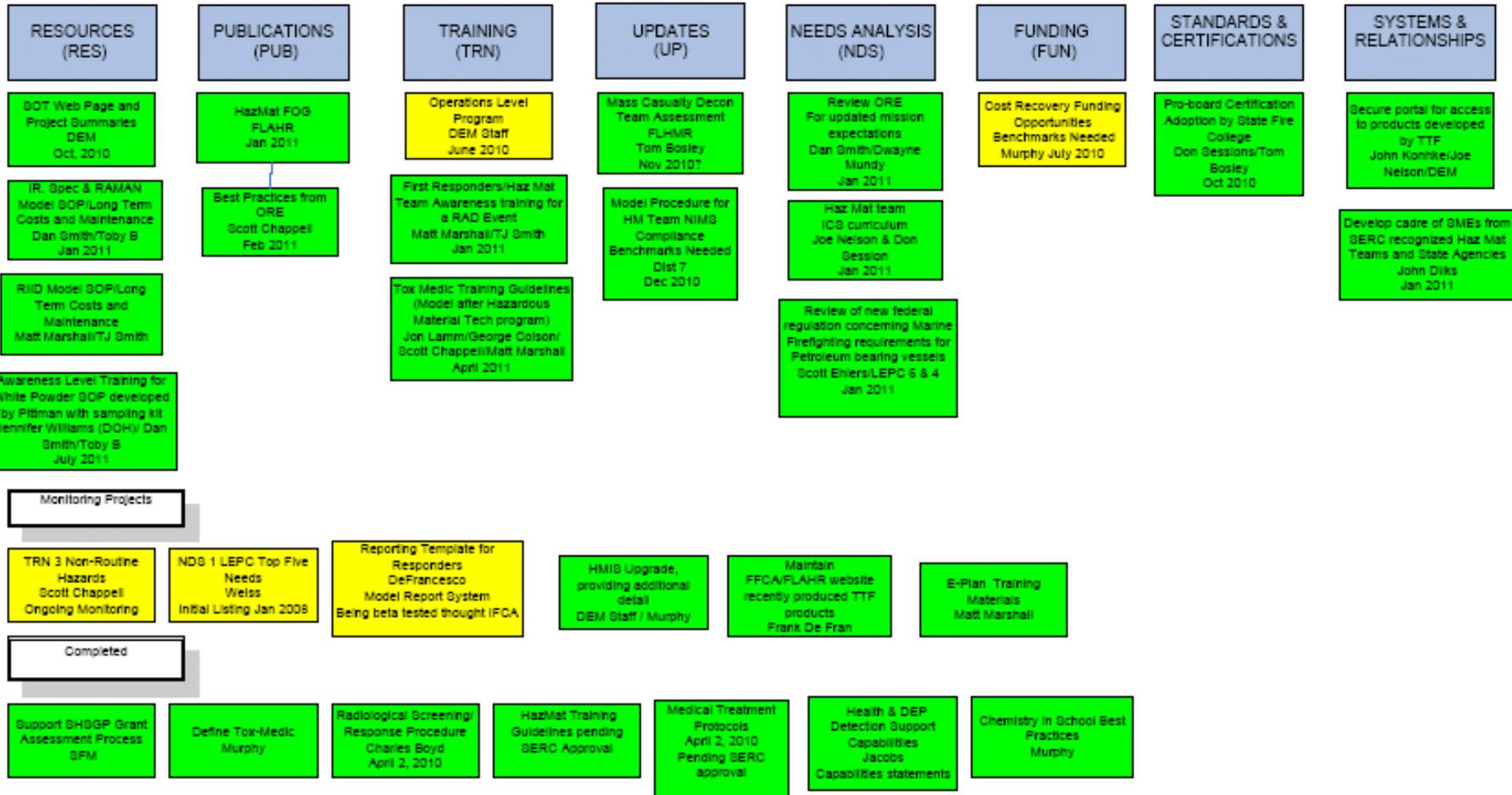
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REVISED  
Oct 7,  
2010

10/7/2010

# Florida SERC Training Task Force - Project Board

Subtle



**Agenda Item #5**

**HMEP PROGRAM - PLANNING**

**Committee Chair Alan Pratt**

Committee Chair Pratt will provide an update of the HMEP/Planning Program activities.

Additional Material:           None.  
Action Recommended:       None. For Information Only.

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**Agenda Item #6**

**FACILITY DISASTER PLANNING PROJECT**

**John Meyer**

The LEPC’s Facility Disaster Planning Project Subcommittee met on October 28, 2010. The primary objectives of the Subcommittee remain: to bolster the LEPC website (i.e. [www.tbrpc.org/lepc](http://www.tbrpc.org/lepc)) with pertinent data and resources concerning hazardous materials emergency and response planning for facilities and the public; and to provide desired training to such facilities to the maximum extent feasible.

The highlights of this meeting included discussion of survey results received of participating Section 302 facilities within the Region. The facilities were mailed postcards encouraging their participation in a brief on-line survey to, among other objectives, determine training needs and prior training venues. While the number of surveys results were relatively low (i.e. 18 responses), initial conclusions could be drawn regarding training needs and the preferred method for such delivery. Subcommittee members confirmed that the number of responses received is “reasonable” considering the two-step process that was to be implemented in order to complete the survey and that the number of responses was indicative of the sample size conducted. Prior to formulating future training topics, panelists, and/or dates or drawing official conclusions, Subcommittee members agreed to prepare and evaluate a very similar survey to be targeted for the larger audience of Section 312 facilities within the Region. Several Subcommittee members volunteered to assist in obtaining e-mail addresses from LEPC hard copy filing records. As currently proposed, it is anticipated that such survey request will be e-mailed by the end of November 2010. A copy of the initial Survey results are included in the Subcommittee *Recap* provided following this Agenda item on Pages 9-14 of these Agenda materials.

**As always, LEPC members are encouraged to provide comments, recommendations and/or suggestions on the initiatives of the Subcommittee.** Such input can be made through John Meyer or Chet Klinger in order to be shared and considered by the Subcommittee.

Additional Material:           *Recap* of the October 28, 2010 Subcommittee meeting  
Action Recommended:       None. For Information Only.



FACILITY DISASTER  
PLANNING SUBCOMMITTEE  
***RECAP***  
(from 10/28/10 Meeting)

LEPC District VIII, 4000 Gateway Centre Blvd., Suite 100, Pinellas Park, FL 33782 - 727/570-5151, Staff Contact: John Meyer

A meeting of the LEPC Disaster Planning Subcommittee was held on October 28, 2010 at 11:00 a.m.

**Attendees** - Chet Klinger, Thea Dunmire, Gary Dunmeyer, Ed Kinley and John Meyer

**Discussion Summary**

1. **Introductions.**

2. **Approval of *Minutes*.** Chair Chet Klinger asked if there were any corrections or additions to the July 15, 2010 Subcommittee meeting *Minutes*. Not hearing any request for revision(s) to the *Minutes*, Ms. Thea Dunmire made a motion to approve the *Minutes* and a second was provided by Mr. Ed Kinley. The *Minutes* were approved unanimously.

Chair Klinger identified that it would be a good idea to discuss several of the prior topics as a refresher to determine where we left off.

Mr. Klinger reiterated that his acceptance as Subcommittee Chair is/was truly of that on an interim basis due to the many scheduling conflicts he anticipates arising with his other volunteering duties. Mr. Klinger asked if any member(s) present were interested in assuming the Chair position. No interest was expressed. Mr. Klinger concluded that perhaps additional interest and Subcommittee membership interest could result from the conduct of additional successful workshops in the near future.

3. **Discussion of Prior Subcommittee Achievements.**

Chair Klinger continued to elaborate on several of the past achievements accomplished by the Subcommittee and emphasized that a more detailed listing was provided in his October 7, 2010 e-mail directed to all Subcommittee members.

Mr. John Meyer asked whether there would be any opposition to referring to future documentation of Subcommittee meetings as “recaps” rather than “Minutes” since they are not verbatim transcriptions of the Subcommittee dialogue. All present members agreed.

## SUBCOMMITTEE MEETING MINUTES - 10/28/10 (Cont'd)

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### 4. Actions Items from July 15, 2010 Subcommittee Meeting.

Send out draft Minutes from prior (i.e. July 15<sup>th</sup>) Subcommittee meeting. Mr. John Meyer indicated that the *Minutes* were submitted to ALL Subcommittee members on July 22, 2010 and circulated to the entire LEPC membership as part of the August 25, 2010 LEPC Agenda materials.

Survey/Postcard Language Finalization. Mr. Meyer stated that Survey questions were submitted to the Subcommittee members on July 22 with a request for comment(s) and/or suggestion(s) by August 6<sup>th</sup>. No comments were received. On August 6, 2010, draft postcard transmittal language was circulated to the members present at the July 15<sup>th</sup> meeting for comments and/or suggestions. Ms. Holley Wade responded with a couple of suggested revisions which were incorporated. The final transmittal language that was presented on the postcard was:

Your name and address was obtained from the State Emergency Response Commission's electronic database of 302 facilities within the Tampa Bay Region.

The Tampa Bay Local Emergency Planning Committee (LEPC) is charged with facilitating *regional* hazardous materials emergency response planning and compliance with hazardous materials reporting laws. In order to appropriately identify the training needs of facilities in the region, we need your help. Please visit [www.tbrpc.org/lepc/survey.shtml](http://www.tbrpc.org/lepc/survey.shtml) to participate in a brief survey regarding your training needs and potential training topics.

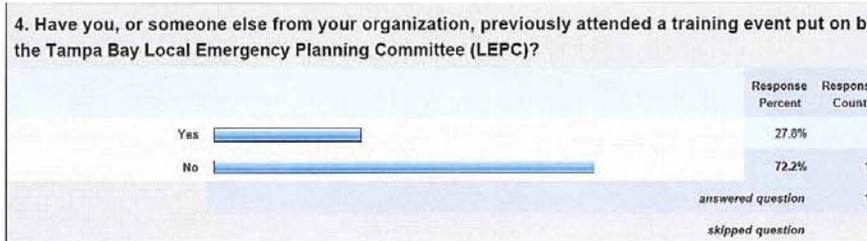
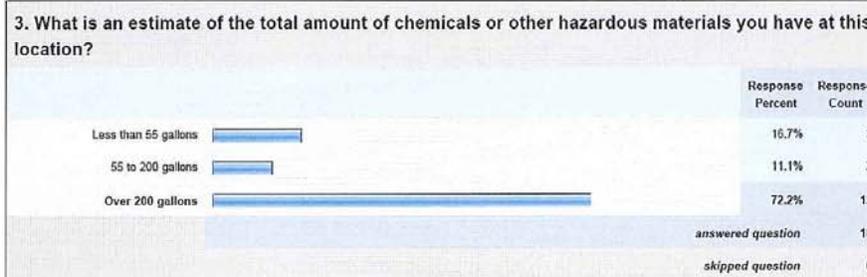
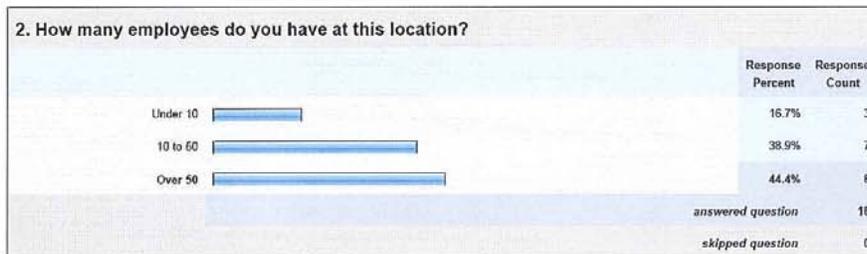
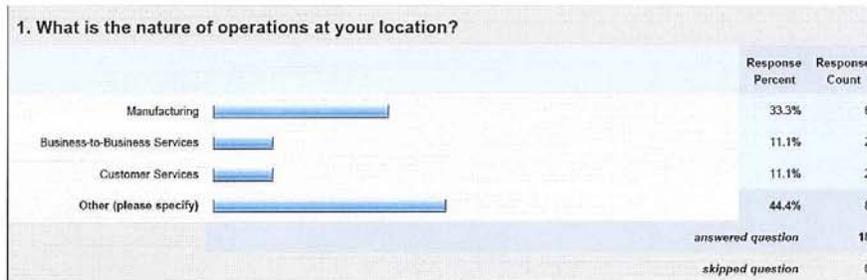
The survey should take less than 10 minutes to complete and it will assist the LEPC (and the LEPC's Facility Disaster Planning Subcommittee) greatly in establishing training topics and opportunities that may be of interest to you."

Electronic Section 302 Facility Database. Mr. Meyer mentioned that he solicited an electronic database containing the Section 302 facilities (and representatives) from Mr. Rob Stoner, Consultant for the Florida Division of Emergency Management. The database contained addresses and representatives for 519 facilities and was presented in a "spreadsheet" format which was ultimately converted to a label format program.

Mail postcards. Mr. Meyer indicated that postcards were produced and mailed to each of these facilities requesting their participation in the brief on-line survey to ascertain their training needs and to identify their involvement in past Subcommittee workshops, if applicable. Mr. Meyer mentioned that, perhaps, better quality control should have been implemented prior to mailing since several were addressed to "unmanned" facilities such as Verizon telecommunications towers due to cumulative sulfuric acid content associated with the batteries used for power outage situations. Slightly more than ¼ of the postcards were returned throughout the Region primarily for this reason.

Compile Survey results. Since the Survey was conducted using *Survey Monkey*<sup>®</sup>, the results were automatically tabulated and compiled. The following constitutes the survey results of the 18 respondents:

**SUBCOMMITTEE MEETING MINUTES - 10/28/10 (Cont'd)**  
**[PAGE 3 of 6]**



**SUBCOMMITTEE MEETING MINUTES - 10/28/10 (Cont'd)**  
**[PAGE 4 of 6]**

**5. Please rate how likely it is that you would attend a training event on the following topics:**

	Would not attend	Unlikely to attend	Might attend	Likely to attend	Very likely to attend	Response Count
Business Continuity Planning 101 - Learn the basics of preparing a business continuity plan	17.6% (3)	17.6% (3)	35.3% (6)	23.5% (4)	5.9% (1)	17
Risk Assessment Workshop - Learn how to evaluate your organization's hazards and risks for your business continuity plan	11.1% (2)	5.6% (1)	27.8% (5)	38.9% (7)	16.7% (3)	18
Using the Florida Business Continuity Plan Software to Create a Customized Business Continuity Plan	17.6% (3)	29.4% (5)	23.5% (4)	23.5% (4)	5.9% (1)	17
Private Sector Preparedness (PS-Prep) Certification - Learn about the options and benefits of certification of your preparedness plan	16.7% (3)	27.8% (5)	27.8% (5)	22.2% (4)	5.6% (1)	16
					answered question	18
					skipped question	0

**6. What type of training would you prefer?**

	Response Percent	Response Count
In-person with formal presentations by experts	22.2%	4
In-person workshops	38.9%	7
Scheduled webinars (fixed date and time)	11.1%	2
Computer-based training available anytime	22.2%	4
Other (please specify)	5.6%	1
	answered question	18
	skipped question	0

**7. Would you like to see the Tampa Bay Local Emergency Preparedness Committee consider providing training for any other topics? If so, please specify here:**

	Response Count
	5
	answered question
	5

**8. Please provide your contact information if you would like to be notified about upcoming Local Emergency Planning Committee training events.**

	Response Percent	Response Count
Name:	100.0%	15
Email Address:	100.0%	15
Phone Number:	100.0%	15
	answered question	15
	skipped question	3

Subcommittee members were pleased with overall responses, although small, and determined that the proportion of responses received for this survey request is typical of prior survey efforts they had initiated. Subcommittee members were able to initially draw conclusions based on the groupings of responses received and agreed that an additional survey should be conducted of a larger audience before officially drawing conclusions regarding training needs and preferred forum(s) for such presentation.

Pre-April 2009 Meeting Minutes/Notes. Mr. Meyer reminded Subcommittee members attending the July 2010 Subcommittee meeting were tasked with providing copies of any/all relevant Facility Disaster Planning Subcommittee Minutes/Notes preceding April 2009 for inclusion on the LEPC website. No such materials were provided. However, Ms. Thea Dunmire subsequently provided a copy of a document identified as a recap of the Brainstorming of a workshop entitled "*LEPC Workshop - Hazardous Materials Management and Business Recovery in a Regional Disaster*" as conducted on April 20, 2006." Such material will be added to the LEPC website resource, as previously intended.

5. **Discussion of Future Goals and Objectives.**

Subcommittee members advised Mr. John Meyer to, at least temporarily, put the initiative of bolstering the *Florida Business Disaster Survival Kit* with beneficial hazardous materials information and potentially making it interactive "on hold" until further funding has been identified to undertake this initiative, the extent of proprietary has been determined, and the survey results conclude that this would be especially useful.

Extensive discussion ensued about potentially surveying the larger audience of Section 312 facilities within the Tampa Bay Region. Mr. Meyer agreed to contact Mr. Rob Stoner, FDEM Consultant, to again solicit the corresponding electronic database of addresses/contacts for this type of facility. Subcommittee Chair Chet Klinger, Mr. Ed Kinley and Mr. Gary Dunmeyer agreed to assist in comparing this electronic database against one that would be generated by comparing Council's on-site paper version of facility records. Mr. Meyer agreed to coordinate with Chair Klinger, Mr. Dunmeyer and Mr. Kinley regarding their availability in the next couple of weeks in order to meet the desired timeline. Mr. Meyer identified that, in the short term, he will be preparing this Subcommittee *Recap* and establishing the LEPC Agenda and materials associated with the November 17, 2010 LEPC meeting during the week of November 1-5 but that he will have ample time following preparation of these materials and certainly following the November 17<sup>th</sup> LEPC meeting to facilitate (and assist with) this endeavor.

Mr. Chet Klinger suggested that one question should be added to the survey when polling Section 312 facilities. The verbiage of the question was not discussed at the meeting but will be circulated amongst Subcommittee members for review prior to incorporation into the next survey.

Mr. Ed Kinley (Universal Waste & Transit), Mr. Gary Dunmeyer (Harcros Chemicals), Ms. Thea Dunmire (ENLAR) and Chair Chet Klinger agreed to participate in the Risk Assessment Workshop(s) that is anticipated.

**SUBCOMMITTEE MEETING MINUTES - 10/28/10 (Cont'd)**

[PAGE 6 of 6]

6. **Action Items.**

- Prepare *Recap* associated with the October 28<sup>th</sup> Subcommittee meeting and distribute to all Subcommittee members;
- Provide John Meyer any/all relevant Pre-April 2009 Subcommittee materials for placement on LEPC website (ALL Members);
- Request addresses and contacts of local Section 312 facilities in electronic format from FDEM/Rob Stoner for comparison purposes and/or to be used to create future address labels (John Meyer);
- Compare electronic database of Section 312 facilities with that of LEPC records or, alternatively, establish a database of e-mail addresses obtained from Council records (John Meyer/Chet Klinger/Ed Kinley/Gary Dunmeyer);
- Prepare additional question for incorporation into the future Survey (Chet Klinger);
- Circulate additional question amongst Subcommittee members for concurrence (John Meyer);
- Revise and reset the linked Survey within *Survey Monkey*® (Brady Smith/TBRPC Staff);
- Prepare and mail postcards soliciting survey responses (John Meyer/ Chet Klinger/Ed Kinley) or, alternatively, send out request soliciting survey completion via e-mail by November 30<sup>th</sup> (John Meyer); and
- provide survey results to Subcommittee members for evaluation well before the scheduled January 20, 2011 Subcommittee meeting (John Meyer).

7. **Adjournment.** The meeting was adjourned at 12:41 p.m.

**The quarterly Subcommittee meetings for 2011 have been tentatively scheduled for January 20<sup>th</sup>, April 21<sup>st</sup>, July 21<sup>st</sup> and October 20<sup>th</sup>. Each of the meetings will be held at the offices of the Tampa Bay Regional Planning Council/Local Emergency Planning Committee from 11:00 a.m. - 1:00 p.m.**

LEPC District 8 has, once again, been allotted \$41,969 in HMEP training funds to facilitate the conduct of hazardous materials training courses during FY 2010-11 (i.e. ending September 30, 2011). The following Table identifies the approved (and perhaps completed) training events scheduled by quarter within District 8. The Training Subcommittee will be meeting at the TBRPC offices on Wednesday, November 17, 2010 at 9:30 a.m. (i.e. one hour prior to scheduled LEPC meeting) to strategize training opportunities and/or courses desired within the Region as well as to solicit nominations for the HMEP Training Subcommittee Chair position vacated upon the prior resignation of Mr. Bob Tollise in mid-2010.

The following constitutes a current breakdown of the FY 2010-11 HMEP Training Contract expenditures:

Quarter	Date	Name	Expenses	Cumulative	Remaining
<b>BASE FUNDING UNDER 2010-11 HMEP CONTRACT</b>					<b>\$41,969.00</b>
1	10/21-22/10	E-Plan Users Conference @ Estero/Ft. Myers	\$1,130.99	\$1,130.99	\$40,838.01
	12/31/10	1 <sup>st</sup> Qtr Administration Expenses Oct-Dec, 10 <Estimate>	<i>\$200.00*</i>	<i>\$1,330.99</i>	<i>\$40,638.01</i>
2	1/06/11	Decon Zones & Scene Management, Pasco County	\$2,000.00	<i>\$3,330.99</i>	<i>\$37,638.01</i>
3					
4					

\* Council expenses include indirects (postage, office supplies, copying charges, communications), internal service charges (accounting, information center), auditing, building occupancy, travel time (local mileage, etc.) and small miscellaneous expenses. Please note that *italicized* numbers (above) constitute an estimation at the time of Agenda materials preparation. The true administrative expenses will be tabulated to coincide with the end of each quarter.

\*\* (Potentially) Indicates that LEPC District 8 received credit for course but the course was free or primarily funded by a source other than that of the HMEP Training budget. Only expenses incurred by the LEPC were for advertising, etc.

Additional Material:           None.  
 Action Recommended:       None. For Information Only.

The Region 4 RDSTF includes three of the four counties of the LEPC District VIII - Hillsborough, Pasco and Pinellas as well as Hardee, Polk, Hernando, Citrus and Sumter Counties. The RDSTF Co-Chairs are Hillsborough County Sheriff David Gee and FDLE Special Agent in Charge (SAC) Jim Madden. DEM's primary role is in Consequence Management and each Regional Task Force also has a DEM representative. For District IV, it is Larry Gispert, Hillsborough County Emergency Manager.

### **New RDSTF Planner for Emergency Management**

The Tampa Bay Regional Planning Council recently hired a new RDSTF Planner for Emergency Management. Amanda Shaw's previous employment at the Center for Biological Defense at the University of South Florida allowed her the opportunity to work with first responders, emergency managers, and government officials throughout the Tampa Bay region and the state of Florida. While there, she was designated by the Florida Department of Health, Bureau of Laboratories as a subject matter expert in the collection of environmental samples of suspected biological agents. She provided training to first responders on topics related to sample collection and biological weapons. She was also involved in development of after action reports for both real incidents and exercises involving response to unknown substances. Ms. Shaw would look forward to working on the projects below and to helping agencies throughout the region with exercises and training. Please feel free to contact her at [amanda@tbrpc.org](mailto:amanda@tbrpc.org).

### **Type 3 Incident Management Team (IMT)/Training**

The Region 4 IMT Team continues to lead the State in terms of planning, training, and team development. Region 4 will be hosting a series of IMT position specific training throughout the Region in the near future. Additionally, we are seeking qualified NIMS instructors to attend position specific Train-the-Trainers courses through EMI. If you are interested, please contact Ms. Amanda Shaw at: [amanda@tbrpc.org](mailto:amanda@tbrpc.org).

### **TIC Plans**

The RDSTF revised the Tactical Interoperable Communications Plan and a *draft* was submitted along with the other RPCs on June 29<sup>th</sup>. Additional work is being done to make the Plans complete and a new Contract from the State through our Administrative Agent, NERPC, will probably employ a Subject Matter Expert (SME) to assist in data gathering.

### **Interoperable Communications Full-Scale Exercise**

An exercise will be held in Region 4 in the Spring of 2011 to test the Interoperable Communications. This will be a scenario driven exercise conducted under the Homeland Security Exercise and Evaluation Program (HSEEP).

Additional Material:           None  
Action Recommended:       None. For Information Only

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**Agenda Item #9**

**DEEPWATER HORIZONS  
OIL SPILL IN REVIEW**

**Alain Watson/Ed Murphy**

Mr. Alain Watson (Environmental Protection Commission of Hillsborough County) and Mr. Ed Murphy (Hillsborough County Emergency Management) traveled to the Florida Panhandle August 10-12 on a “fact finding mission” associated with the Deepwater Horizons Oil Spill incident and to survey and discuss the actions of a variety of the response agencies. A brief presentation will be provided to highlight a “first hand look from a local government perspective.” A short question and answer period will follow.

Additional Material:           None.  
Action Recommended:       None. For Information Only.

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**Agenda Item #10**

**TRAINING, WORKSHOP OR  
CONFERENCE OPPORTUNITIES**

**Chair Ehlers**

Information is available for the following Training/Conference events:

- A.     SERC’s State Training and Events Schedule - Various FL Locations/Variou Times (Nov. ‘10 - Jan. ‘11)
- B.     National Fire Academy Resident Classes - Emmitsburg, MD (April 1 - September 30, 2011)
- C.     Decon Zones and Scene Management - New Port Richey, FL (January 6, 2011)

**SERC'S STATE TRAINING AND EVENTS SCHEDULE (Nov. 2010 - Jan. 2011) - PAGE 1 of 8**

Training and Events Home Page
Page 1 of 9

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**Prepare and Stay Aware!**

### State Training and Events Schedule

The following schedule is provided by Florida Division of Emergency Management (FDEM) to keep our customers advised of events and training opportunities throughout the state. **REMINDER:** Information on these pages changes frequently. It is recommended that you check the site weekly to stay abreast of important changes.

[Training and Events Links](#) | [Frequently Asked Questions](#) | [FDEM Course List](#)  
[Administrator Sign In](#) | [County EM Director Sign In](#)

**Search our calendar**

Dates:  to

Course:  Area:

[Show ALL Training and Events for next 12 months](#)

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**Jump to a month**

[November 2010](#)    [December 2010](#)    [January 2011](#)    [February 2011](#)

### NOVEMBER 2010 TRAINING AND EVENTS

Dates	Area	City/County	Name
Nov. 1 - Nov. 5	5	Sanford Seminole County	<a href="#">L967 All Hazards Logistics Section Chief</a>
Nov. 1 - Nov. 5	5	Deland Volusia County	<a href="#">AHIMT Type III Incident Commander</a>

<http://www.floridadisaster.org/TrainingCalendar/index.asp?course=&area=&d1=112010&...> 11/3/2010

<b>Nov. 2 - Nov. 4</b>	<u>7</u>	<b>Miami Miami-Dade County</b>	<a href="#">All-Hazards Type III Communications Unit Leader (COML) (COM-L)</a>
<b>Nov. 3</b>	<u>7</u>	<b>West Palm Beach Palm Beach County</b>	<a href="#">AWR 155 Principles of Frontline Response to Agroterrorism and Food Systems' Disasters</a>
<b>Nov. 4</b>	<u>All</u>	<b>Milton Santa Rosa County</b>	<a href="#">County Disaster Temporary Housing Planning and Task Force Operations</a>
<b>Nov. 4</b>	<u>7</u>	<b>Davie Broward County</b>	<a href="#">AWR 155 Principles of Frontline Response to Agroterrorism and Food Systems' Disasters</a>
<b>Nov. 5</b>	<u>7</u>	<b>Ft. Lauderdale Broward County</b>	<a href="#">Post-Disaster Redevelopment Planning Workshop</a>
<b>Nov. 9</b>	<u>5</u>	<b>Sanford Seminole County</b>	<a href="#">Post-Disaster Redevelopment Planning Workshop</a>
<b>Nov. 9 - Nov. 10</b>	<u>4</u>	<b>Brandon Hillsborough County</b>	<a href="#">Disaster Management for Water &amp; Wastewater Utilities (MGT 343)</a>
<b>Nov. 10 - Nov. 12</b>	<u>5</u>	<b>Lake Buena Vista Orange County</b>	<a href="#">All-Hazards Type III Communications Unit Leader (COML) (COM-L)</a>
<b>Nov. 15 - Nov. 19</b>	<u>4</u>	<b>Brooksville Hernando County</b>	<a href="#">L-967 All Hazards Logistics Chief</a>
<b>Nov. 15 - Nov. 17</b>	<u>5</u>	<b>Deland Volusia County</b>	<a href="#">Intermediate ICS for Expanding Incidents (G-300)</a>
<b>Nov. 15 - Nov. 17</b>	<u>7</u>	<b>Ft. Lauderdale Broward County</b>	<a href="#">Intermediate Incident Command System for Expanding Incidents (G- 300)</a>

<b>Nov. 15 - Nov. 19</b>	<u>4</u>	<b>Brooksville Hernando County</b>	<a href="#">L967 NIMS/All-Hazards Logistics Section Chief Course</a>
<b>Nov. 16</b>	<u>2</u>	<b>Tallahassee Leon County</b>	<a href="#">Incident Command System/Emergency Operations Center (ICS/EOC) Interface (G- 191)</a>
<b>Nov. 16 - Nov. 18</b>	<u>7</u>	<b>Doral Miami-Dade County</b>	<a href="#">EDICS/EDWARDS (EE)</a>
<b>Nov. 16 - Nov. 18</b>	<u>3</u>	<b>Gainesville Alachua County</b>	<a href="#">Community Emergency Response Team (CERT) Train-the-Trainer (G- 317)</a>
<b>Nov. 16</b>	<u>7</u>	<b>West Palm Beach Palm Beach County</b>	<a href="#">County Points of Distribution and Staging Areas (FL2355)</a>
<b>Nov. 17 - Nov. 19</b>	<u>1</u>	<b>Pensacola Escambia County</b>	<a href="#">Intermediate Incident Command System for Expanding Incidents (G- 300)</a>
<b>Nov. 17</b>	<u>1</u>	<b>Fort Walton Beach Okaloosa County</b>	<a href="#">HazMat Foam/Ethanol Training</a>
<b>Nov. 17 - Nov. 18</b>	<u>7</u>	<b>Doral Miami-Dade County</b>	<a href="#">Incident Command System/Emergency Operations Center (ICS/EOC) Interface (G- 191)</a>
<b>Nov. 18</b>	<u>1</u>	<b>Pensacola Escambia County</b>	<a href="#">HazMat Foam/Ethanol Training</a>
<b>Nov. 18</b>	<u>2</u>	<b>Tallahassee Leon County</b>	<a href="#">Local Volunteer and Donations Management (G-288)</a>

<b>Nov. 22 - Nov. 23</b>	<u>7</u>	<b>West Palm Beach Palm Beach County</b>	<a href="#">Advanced Incident Command System Command &amp; General Staff: Complex Incidents (G-400)</a>
<b>Nov. 29 - Dec. 2</b>	<u>4</u>	<b>Brooksville Hernando County</b>	<a href="#">L-973 All Hazards Finance Chief</a>
<b>Nov. 30 - Dec. 2</b>	<u>6</u>	<b>Lake Placid Highlands County</b>	<a href="#">Intermediate Incident Command System for Expanding Incidents (G-300)</a>
<b>Nov. 30</b>	<u>6</u>	<b>Ft. Myers Lee County</b>	<a href="#">Principles of National Incident Management System (NIMS), Team Building, and Risk Communication (AWR-154)</a>

**DECEMBER 2010 TRAINING AND EVENTS**

<b>Dates</b>	<b>Area</b>	<b>City/County</b>	<b>Name</b>
<b>Dec. 1</b>	<u>6</u>	<b>Sarasota Sarasota County</b>	<a href="#">Principles of National Incident Management System (NIMS), Team Building, and Risk Communication (AWR-154)</a>
<b>Dec. 1</b>	<u>1</u>	<b>Milton Santa Rosa County</b>	<a href="#">Responding to Suspected Biological Agents</a>
<b>Dec. 1</b>	<u>1</u>	<b>Milton Santa Rosa County</b>	<a href="#">Responding to Suspected Biological Agents</a>
<b>Dec. 1</b>	<u>7</u>	<b>Lantana Palm Beach County</b>	<a href="#">Violence in the Workplace and Dealing with the Active Shooter (WV-001)</a>
<b>Dec. 2</b>	<u>1</u>	<b>Southport/Panama City Bay County</b>	<a href="#">Responding to Suspected Biological Agents</a>

<b>Dec. 2</b>	<u>1</u>	<b>Southport/Panama City Bay County</b>	<a href="#">Responding to Suspected Biological Agents</a>
<b>Dec. 2 - Dec. 3</b>	<u>5</u>	<b>Deland Volusia County</b>	<a href="#">Advanced ICS for Command and General Staff: Complex Incidents (G-400)</a>
<b>Dec. 6</b>	<u>7</u>	<b>Marathon Monroe County</b>	<a href="#">Rapid Assessment Planning (G-250.7)</a>
<b>Dec. 6 - Dec. 7</b>	<u>7</u>	<b>Marathon Monroe County</b>	<a href="#">Recovery From Disaster: The Local Government Role (G-270.4)</a>
<b>Dec. 6 - Dec. 9</b>	<u>5</u>	<b>Orlando Orange County</b>	<a href="#">Managing Floodplain Development Through the NFIP-L273</a>
<b>Dec. 7 - Dec. 8</b>	<u>2</u>	<b>Tallahassee Leon County</b>	<a href="#">Agriculture &amp; Food Vulnerability Assessment Training Course (MGT 377)</a>
<b>Dec. 7</b>	<u>5</u>	<b>Kissimmee Osceola County</b>	<a href="#">Preliminary Damage Assessment Training (G-601)</a>
<b>Dec. 7 - Dec. 8</b>	<u>6</u>	<b>Lake Placid Highlands County</b>	<a href="#">Advanced Incident Command System Command &amp; General Staff: Complex Incidents (G-400)</a>
<b>Dec. 7 - Dec. 8</b>	<u>7</u>	<b>Davie Broward County</b>	<a href="#">Advanced IM/UC Course - MGT 344</a>
<b>Dec. 8 - Dec. 9</b>	<u>4</u>	<b>Clearwater Pinellas County</b>	<a href="#">Basic Public Information Officer (PIO): (G-290)</a>
<b>Dec. 9</b>	<u>5</u>	<b>Rockledge Brevard County</b>	<a href="#">CAMEO and ALOHA for HazMat Techs</a>
<b>Dec. 13 - Dec. 17</b>	<u>4</u>	<b>New Port Richey Pasco County</b>	<a href="#">L954 NIMS/All-Hazards Safety Officer Course</a>
<b>Dec. 16 - Dec. 17</b>	<u>4</u>	<b>Brooksville Hernando County</b>	<a href="#">Emergency Operations Center (EOC) Management and Operations</a>

(G-775)

**JANUARY 2011 TRAINING AND EVENTS**

<b>Dates</b>	<b>Area</b>	<b>City/County</b>	<b>Name</b>
Jan. 10 - Jan. 12	<u>5</u>	Lake Mary Seminole County	<a href="#">L960 NIMS/ICS All Hazards Division/Group Supervisor Course</a>
Jan. 10 - Jan. 14	<u>4</u>	Brooksville Hernando County	<a href="#">L-958 All Hazards Operations Chief</a>
Jan. 10 - Jan. 14	<u>4</u>	New Port Richey Pasco County	<a href="#">L964 NIMS/All-Hazards Situation Unit Leader Course</a>
Jan. 11 - Jan. 13	<u>3</u>	Gainesville Alachua County	<a href="#">Intermediate Incident Command System for Expanding Incidents (G- 300)</a>
Jan. 11 - Jan. 13	<u>1</u>	Pensacola Escambia County	<a href="#">CAMEO and ALOHA for HazMat Techs</a>
Jan. 11	<u>6</u>	Fort Myers Lee County	<a href="#">Mitigation Planning Workshop for Local Government (G-318)</a>
Jan. 12 - Jan. 14	<u>4</u>	Brooksville Hernando County	<a href="#">Intermediate Incident Command System for Expanding Incidents (G- 300)</a>
Jan. 12 - Jan. 13	<u>5</u>	Seminole County	<a href="#">MGT-318 Public Information in a WMD/Terrorist Event</a>
Jan. 12 - Jan. 13	<u>All</u>	Sanford	<a href="#">Public Information Officer Course</a>
Jan. 18 - Jan. 19	<u>4</u>	Brooksville Hernando County	<a href="#">Enhanced Threat and Risk Assessment (MGT-315)</a>

<b>Jan. 19 - Jan. 21</b>	<u>5</u>	<b>Lake Mary Seminole County</b>	<a href="#">L975 NIMS/ICS All Hazards Finance/Administration Unit Leader</a>
<b>Jan. 23 - Jan. 28</b>	<u>5</u>	<b>Lake Buena Vista Orange County</b>	<a href="#">Florida Emergency Preparedness Association 2011 Annual Meeting and Work Session</a>
<b>Jan. 24 - Jan. 28</b>	<u>5</u>	<b>Lake Mary Seminole County</b>	<a href="#">L964 NIMS/ICS All Hazards Situation Unit Leader</a>
<b>Jan. 25 - Jan. 27</b>	<u>5</u>	<b>Cape Canaveral Brevard County</b>	<a href="#">WMD/Terrorism Incident Defensive Operations for Emergency Responders PER212</a>
<b>Jan. 31 - Feb. 3</b>	<u>5</u>	<b>Lake Mary Seminole County</b>	<a href="#">L965 NIMS/ICS All Hazards Resources Unit Leader</a>

**FEBRUARY 2011 TRAINING AND EVENTS**

<b>Dates</b>	<b>Area</b>	<b>City/County</b>	<b>Name</b>
<b>Feb. 1</b>	<u>5</u>	<b>Sanford Seminole County</b>	<a href="#">Hazardous Weather and Flood Preparation (G-271)</a>
<b>Feb. 7 - Feb. 11</b>	<u>4</u>	<b>Brooksville Hernando County</b>	<a href="#">L-962 All Hazards Planning Chief</a>
<b>Feb. 7 - Feb. 11</b>	<u>4</u>	<b>Brooksville Hernando County</b>	<a href="#">L-954 All Hazards Safety Officer</a>
<b>Feb. 7 - Feb. 10</b>	<u>5</u>	<b>Lake Mary Seminole County</b>	<a href="#">L970 NIMS/ICS All Hazards Supply Unit Leader</a>
<b>Feb. 8 - Feb. 10</b>	<u>4</u>	<b>Bushnell Sumter County</b>	<a href="#">Intermediate Incident Command System for Expanding Incidents (G- 300)</a>

<b>Feb. 8 - Feb. 9</b>	<u>4</u>	<b>Brooksville Hernando County</b>	<a href="#">Advanced Incident Command System Command &amp; General Staff: Complex Incidents (G-400)</a>
<b>Feb. 8 - Feb. 9</b>	<u>3</u>	<b>Gainesville Alachua County</b>	<a href="#">Advanced Incident Command System Command &amp; General Staff: Complex Incidents (G-400)</a>
<b>Feb. 10</b>	<u>3</u>	<b>Gainesville Alachua County</b>	<a href="#">Incident Command System/Emergency Operations Center (ICS/EOC) Interface (G- 191)</a>
<b>Feb. 14 - Feb. 18</b>	<u>4</u>	<b>Brooksville Hernando County</b>	<a href="#">L-952 All Hazards Public Information Officer</a>
<b>Feb. 14 - Feb. 18</b>	<u>5</u>	<b>Lake Mary Seminole County</b>	<a href="#">L971 NIMS/ICS All Hazards Facilities Unit Leader</a>
<b>Feb. 15</b>	<u>4</u>	<b>Brooksville Hernando County</b>	<a href="#">Incident Command System/Emergency Operations Center (ICS/EOC) Interface (G- 191)</a>
<b>Feb. 15 - Feb. 18</b>	<u>4</u>	<b>New Port Richey Pasco County</b>	<a href="#">L965 NIMS/All-Hazards Resources Unit Leader Cours</a>
<b>Feb. 21 - Feb. 24</b>	<u>5</u>	<b>Lake Mary Seminole County</b>	<a href="#">L969 NIMS/ICS All Hazards Communications Unit Leader</a>

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<http://www.floridadisaster.org/TrainingCalendar/index.asp?course=&area=&d1=112010&...> 11/3/2010

Information Obtained from SERC's Training Website: <http://www.floridadisaster.org/TrainingCalendar/index.asp>

## NATIONAL FIRE ACADEMY RESIDENT CLASSES (APRIL 1 - SEPTEMBER 30, 2011)

U.S. Fire  
Administration



Please reply to this message if you are experiencing technical difficulty. For all other inquiries, please [Contact USFA](#).

You are subscribed to General Training News for U.S. Fire Administration. This information has recently been updated, and is [now available](#).

### National Fire Academy Second Semester Application Period Opens October 15!

The application period for the second semester of National Fire Academy resident classes opens October 15. The application period closes December 15. Second semester includes those classes scheduled from April 1 – September 30, 2011.

All information about courses, applications and suggestions for successful completion of the application can be found at the following sites:

Course Catalog and schedules: [www.usfa.dhs.gov/nfa/catalog/index.shtml](http://www.usfa.dhs.gov/nfa/catalog/index.shtml)

Download Application:

[FEMA Form 119-25-1, General Admissions Application \(formerly FEMA Form 75-5\)](#) (PDF, 629 Kb) Use this application if your course code begins with the following letters: R, N, O, P, or T.

Tips to completing your application:

[Eight Tips for Completing a Successful NFA Application](#) (PDF, 332 Kb)

Completed applications for resident courses must be sent to the following address:

Office of Admissions, Building I, Room 216  
National Emergency Training Center  
16825 South Seton Avenue  
Emmitsburg, MD 21727-8998

Applications may also be faxed to **(301) 447-1441**.

For more information, please call the Admissions Office at (800) 238-3358, ext. 1035 or (301) 447-1035.

Please share this with your organizations, friends and colleagues.

| *Elisa*

*Elisa K. Roper, MEP*  
*External Training and Exercise Specialist*  
*3003 Chamblee Tucker Road*  
*Atlanta, GA 30341*  
*770/220-5217*



# DECON ZONES & SCENE MANAGEMENT TECHNIQUES

Tampa Bay LEPC, 4000 Gateway Centre Blvd., #100, Pinellas Park, FL 33702, 727/570-5151 x 29, Staff Coordinator: John Meyer

<b>COURSE DATES:</b>	<b>January 6, 2011 (8-Hr. Course)</b>
<b>COURSE TIMES:</b>	<b>8:00 a.m. - 5:00 p.m.</b>
<b>COURSE LOCATION:</b>	<b>Pasco County Office of Emergency Mgmt. 7530 Little Road, New Port Richey, FL</b>
<b>COURSE INSTRUCTOR(S):</b>	<b>David Senning - Burgess &amp; Associates</b>
<b>COURSE OBJECTIVE:</b>	<b>How to Establish an Incident Com-mand System, Size-Up the Situation, Choose appropriate strategy &amp; tactics, and Response Procedures.</b>
<b>MAX. CLASS SIZE:</b>	<b>50 Students</b>
<b>CONTACT INFORMATION:</b>	<b>James Johnston, Pasco County Emergency Management - 727/847-8137 - <a href="mailto:jjjohnston@pascocountyfl.net">jjjohnston@pascocountyfl.net</a> — OR — John Meyer, LEPC District 8 Staff 727/570-5151 (ext. 29) - <a href="mailto:johnm@tbrpc.org">johnm@tbrpc.org</a></b>

Agenda Item #11

OTHER LEPC BUSINESS

Chair Ehlers

**A. TAMPA BAY LEPC (DISTRICT 8) HAZARDOUS MATERIALS EMERGENCY RESPONSE PLAN UPDATE** **John Meyer**

Final revisions of the *District 8 LEPC Hazardous Materials Emergency Response Plan* were approved by FDEM in a letter dated October 1, 2010 and Plan was accepted by State Emergency Response Commission in conjunction with their October 8, 2010 meeting. A CD-Rom containing the Plan in three different formats (WordPerfect®, Word® and PDF) have been reproduced and disseminated to the prescribed agencies in the quantities specified.

Additional Material: None  
Action Recommended: None

**B. HAZARDOUS MATERIALS AWARENESS WEEK/“SHELTER IN PLACE”** **John Meyer**

Each year the State Emergency Response Commission approves a theme to coincide with the designation of “Hazardous Materials Awareness Week” by the Governor. This year’s theme is “Shelter in Place” and *Hazardous Materials Awareness Week* has been scheduled for February 13-19, 2011. A video was previously commissioned by the large Ammonia facilities located within our District to demonstrate recommended Shelter-in-Place procedures to be employed in the event of a significant hazardous material incident. The short video, which will be shown, is typically viewed by dozens of residents and/or businesses in proximity of the Port of Tampa annually as part of the local industries’ and the LEPC’s continued outreach efforts.

Additional Material: None  
Action Recommended: None

**C. FLORIDA DIVISION OF EMERGENCY MANAGEMENT REGION 4 QUARTERLY MEETING** **John Meyer**

The Florida Division of Emergency Management - Region 4 held their Quarterly meeting at the Polk County Emergency Operations Center on September 3, 2010. A *Recap* of this meeting immediately follows this Agenda item. The next FDEM Region 4 meeting has been scheduled for November 29<sup>th</sup>, 10:00 AM at the Sumter County Emergency Operations Center. A *Recap* of this latter meeting will be provided in association with the Agenda materials for the next LEPC meeting.

Additional Material: *Recap*  
Action Recommended: None.

**FDEM REGION QUARTERLY MEETING RECAP**  
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**FLORIDA DIVISION OF EMERGENCY MANAGEMENT**  
**REGION 4 QUARTERLY MEETING**  
**RECAP**

The FDEM Region 4 Quarterly Meeting was held on Friday, September 3, 2010 at the new Polk County Emergency Operations Center.

A. **Opening Remarks** were provided by Paul Womble and Pete McNally of Polk County Emergency Management

B. **Welcome and Introduction** was provided by Paul Siddall, FDEM Region 4 Coordinator

C. **DOT DISTRICTS EVACUATION AND COORDINATION PLAN** **Angie Allen**

The evacuation coordination concept centralized around the need for a hub of bridge/road closures resulting from an emergency. Data regarding these closures is obtained from a variety of sources by the Traffic Management Center. FDOT is currently developing a list for distribution of this information. It is FDOT's intent to keep the information simple. Ms. Allen confirmed that it is their future intent to provide this data graphically rather than the present form of spreadsheets.

D. **REGIONAL EVACUATION STUDY** **Betti Johnson**

The *Tampa Bay Statewide Regional Evacuation Study* was released at a joint state, regional and local meeting at the TBRPC offices on August 26, 2010. The Study was presented by the State Division of Emergency Management, the State Division of Community Planning and the Florida Department of Transportation. Tampa Bay was the first region to complete the Study with others expected to follow through November 2010. The document is available for viewing or downloading from [www.tbrpc.org/tampabaydisaster/sres2010/index.shtml](http://www.tbrpc.org/tampabaydisaster/sres2010/index.shtml) or can be linked from the Council's website. The Study included: updated clearance times and vulnerable population figures based on LIDAR data, the new surge basin and hypothetical storm scenarios, results of a statewide behavioral survey, and anticipated/revised shelter demand calculations. The new storm tide boundaries were incorporated in the designation of new evacuation zones earlier in the year. The study does have growth management implications including (1) designation of the coastal high hazard area (CHHA) and Hurricane Vulnerability Zone (Category 3 storm tide level), (2) evacuation clearance times and (3) shelter capacity and demand estimates. The official "release" indicated the FDEM approval of the study and the conclusion by the state agencies that the data represented the "best available scientific data" for growth management purposes.

Ms. Johnson also discussed the completion of the *Tampa Bay Catastrophic Plan* based on a simulated Category 5 hurricane making landfall in central Pinellas County and assessing the impact on the (9) counties within the Tampa Bay region and RDSTF / Emergency Management Area 4. The Plan includes the Basic Plan and Annexes addressing (10) functional areas: Emergency Management, Public Information, Disaster Housing, Emergency

Services, Health and Medical Services, Human Services, Animal Issues, Critical Infrastructure Restoration, Economic Restoration and the Environment. Information on this effort is available from: [www.tampabaycatplan.org](http://www.tampabaycatplan.org).

Also noted, is that the Council is currently working with State Division of Emergency Management to enhance the State Disaster Housing Plan, develop a new template for local Disaster Housing Plans and developing a curriculum for local disaster housing coordinators and their teams. The timeline for this project completion is December 2010. For more information go to: [www.fldisasterhousing.org](http://www.fldisasterhousing.org).

Mr. Rich Shepard emphasized the importance of linking ALL plans.

**E. TRAINING & EXERCISE PLAN** **Linda McWhorter**

Ms. McWhorter identified that information appears to have been omitted from Region 4's *Training & Exercise Plan*. Starting December 1, 2010, the Regional Planning Council's RDSTF Planner and other personnel will be reaching out to each County for data collection. Copies of everything collected should be incorporated into a document which shall be input into the State's *Share Point*<sup>®</sup> program by the Regional Planning Council's RDSTF Planner by March 3, 2011.

**F. DEEP WATER HORIZONS** **Paul Siddall**

Mr. Siddall highlighted the FDEM's efforts, initiatives and timeline associated with the Deep Water Horizons oil spill response.

**G. REGIONAL DOMESTIC SECURITY TASK FORCE** **Bill Lofgren**

Mr. Lofgren mentioned that he was brought on as a consultant due to the departure of Ms. Erika Wiker. Mr. Lofgren indicated that the position is currently being advertised. Mr. Larry Gispert emphasized that filling this position with a qualified individual is essential due to the pre-requisite of the position to interact with the various Emergency Management Departments of the Region. In Region 4, the Regional Domestic Security Task Force (RDSTF) RDSTF encompasses Citrus, Hardee, Hernando, Hillsborough, Pasco, Pinellas, Polk & Sumter Counties.

The *Tactical Interoperable Communications (TIC) Plan* has already been submitted in draft form. The deadline for Plan revisions has been extended until August 2011. There appears to be a need to hire a Subject Matter Expert (SME) to assist with revisions/updates.

An Interoperable Communications Exercise must also be conducted by August 2011. The timeliness of exercise conduct and participation, as well as identification and remedy of any shortfall(s), will be put to test by the hosting of the Republican National Convention (RNC) in Tampa in September 2012. It is anticipated that 4,000 law enforcement officers and 200 National Guardsmen will assist daily with the RNC events. Security of the RNC will be lead by the Secret Service and followed by the FBI.

The RDSTF Planner is currently scheduling a Training & Exercise Plan Workshop(s). Each Emergency Management Director is tasked with assigning one contact person from their Department to serve on this Committee. It was requested that each Director submit the name of their designated contact person to Mr. Paul Siddall within one week in order to be further

disseminated to Bill Lofgren. Consistent with current requirements, all future exercise will be conducted under the Homeland Security Exercise & Evaluation Program (HSEEP) process. Following conclusion of any/all future exercises, as emphasized by SAC Madden, all self-identified improvements must be monitored. RDSTF staff will follow-up to ensure that these improvements have been made.

**H. EMERGENCY MANAGEMENT SUBCOMMITTEE** **Larry Gispert**

Mr. Larry Gispert, Hillsborough County Emergency Management Director, made the following remarks:

- The Training & Exercise program has been skewed for a long time. Dave Halstead, Gwen Keenan & Linda McWhorter (all FDEM staff) have confirmed that the program will be improved. Each RDSTF District will be funded for two RDSTF planners, one residing with Regional Planning Council and the other within the Florida Department of Law Enforcement (FDLE). As funds are provided, training dollars will be funneled through the Regional Planning Councils to administer. Available training will include at least one ICS 300 & ICS 400 course per year.
- EOC Capabilities Equipment funds (\$4.4M from the UASI) shall not be used to conduct environmental review or equipment maintenance. The funds will be determined based on the size of the County. Discussion ensued about whether the money shall be awarded based on biggest risk and/or most vulnerable.
- Their was continued discussion about the need for a statewide Vulnerability Risk Assessment to ensure that all the methodologies are the same.

Mr. Jim Martin, Pasco County Emergency Management Director, indicated that many Emergency Management Departments within the Region now have “web-based EOCs.” Pinellas and Hillsborough County identified that they utilize an alternative system called “E-Teams.” Mr. Ed Murphy, Hillsborough County Emergency Management, confirmed that programs already exist to allow communication between the two different systems. However, the updated version of this software will not be available until at least “late Fall of 2010.” Ms. Sally Bishop, Pinellas County Emergency Management Director, concluded with a statement acknowledging that “it is difficult to require all the Counties to have the same communication network since not all the needs are the same.”

**I. HURRICANE EXPO & HEALTH CARE CONFERENCE** **Jeff Copeland**

Mr. Jeff Copeland indicated that Hillsborough County has initiated a *Hurricane Expo* that will be conducted at the Museum of Science & Industry (MOSI) on May 21, 2011 and encouraged others to participate or send representatives. The event, which will be advertised on Bay News 9, will have the meteorologists from all the major networks. Mr. Copeland mentioned that any marketing of the vent outside of the Tampa Bay area would make the event even more successful. Ms. Sally Bishop inquired whether Home Depot or Lowes would consider sponsoring the event if allowed to advertise their products. The event could also be blogged. Other events, such as *E-Town Hall*, have been successfully blogged in Pinellas and Polk Counties.

Mr. Copeland identified that a Health Care Conference is currently being coordinated within

the Region. In the past, primarily only Hillsborough and Pinellas County facilities and personnel attended these events. This year, in partnership with St. Pete College, *Continuing Education Units* (CEUs) will be awarded to attendees. There is a current movement to expand the Conference to include an exercise component for the health care facilities. Discussion ensued about the possibility of hosting a similar conference via webinar with the intent of more participation. However, it was identified that granted CEUs for webinar participants would be difficult to monitor and award. Mr. Paul Latham, University of South Florida Emergency Management Director, invited the organizers to consider the use of the University of South Florida facilities for such future events.

**J. TROPICAL OUTLOOK** **Dan Noah**

Dan Noah of the National Weather Services provided an update of pending tropical activities and indicated that the hurricane season “is far from over.” Mr. Noah recognized and thanked Manatee County for recent training he received regarding Web-based EOC.

**K. IMPLEMENTATION OF WEB-BASED EOC** **Paul Womble**

Mr. Paul Womble, Polk County Emergency Management, identified their intent to formulate a Web-Based EOC Users Group to share resources and applications. Polk County has volunteered the use of their facility to store the web-based EOC server since the County is located far enough inland so as not to be vulnerable from storm surge associated with any future hurricane. Mr. Womble indicated that smaller Counties with more limited budgets can “piggy back” off larger County web-based EOCs program without purchasing it but there are limitations on the capability. The current cost of the Web-Based system is about \$120K plus and additional \$10K annually to maintain. The costs are comparable to the E-Team software purchased by Hillsborough and Pinellas County several years ago.

**L. JOINT PLANS FOR ESF 5 FUNCTION** **Sally Bishop**

Ms. Sally Bishop indicated that it would be beneficial for the State to demonstrate what/why something is needed so that the 67 Counties within the State can be similarly prepared to respond. In addition, the State should show what Plans have already been written and how current they are. The use of previously-prepared Plans could serve as a valuable resource for research and/or creating other Plans.

**M. “ADOPTED A SISTER REGION”** **Sally Bishop**

Ms. Bishop inquired whether the concept of “adopting a sister region” from across the State had ever been pursued noting that it is unlikely that both sides of the coast would be vulnerable from a future storm event. Mr. Larry Gispert identified that the concept was introduced several years ago but that it would be more pertinent to base the “sister region” on that of a comparably-sized region rather than on a simply geography. An agreement of this concept would have to be arranged prior to a disaster. Practice and learning of the sister region politics could be arranged through the conduct and participation in an exercise(s).

**Agenda Item #12**

**LEPC LOGO SHIRTS**

**Chair Ehlers**

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**Agenda Item #13**

**PUBLIC COMMENTS**

**Chair Ehlers**

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**Agenda Item #14**

**NEXT MEETING - Wednesday, February 23, 2011**

**Chair Ehlers**

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**Agenda Item #15**

**ADJOURNMENT**

**Chair Ehlers**