



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 - May 25, 2011**

DATE: May 13, 2011

The next Tampa Bay LEPC, District VIII meeting will be held on **Wednesday morning, May 25, 2011, 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 adjourn by noon.

You are invited to review the LEPC website: www.tbrpc.org/lepc

*****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.

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 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, May 25, 2011 - 10:30 am**

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

Agenda Item #1	CALL TO ORDER, WELCOME, PLEDGE OF ALLEGIANCE - Page 1	Chair Scott Ehlers
Agenda Item #2	APPROVAL OF <i>MINUTES</i> - February 23, 2010 LEPC MEETING - Page 1	Chair Ehlers
Agenda Item #3	DISTRICT 8 LEPC MEMBERSHIP CHANGES - Page 1	John Meyer
Agenda Item #4	QUARTERLY SERC MEETING RECAP & TTF'S "PROJECT BOARD" - Page 1	Chair Ehlers
Agenda Item #5	HMEP PROGRAM - PLANNING - Page 7	Committee Chair Alan Pratt
Agenda Item #6	FACILITY DISASTER PLANNING SUBCOMMITTEE - Page 7	Committee Chair Chet Klinger
Agenda Item #7	HMEP PROGRAM - TRAINING - Page 11	Committee Chair James Johnston
Agenda Item #8	REGIONAL DOMESTIC SECURITY TASK FORCE - Page 11	Amanda Shaw
Agenda Item #9	FIRE AT ELECTRICAL ENGINEERING ENTERPRISES - Page 12	John Meyer
Agenda Item #10	TRAINING, WORKSHOP AND CONFERENCE OPPORTUNITIES - Page 13	Chair Ehlers
Agenda Item #11	OTHER LEPC BUSINESS - Page 23	Chair Ehlers
	A. <i>Tampa Bay LEPC HazMat Emergency Response Plan Update</i>	
	B. <i>Memorandum of Understanding</i> between SERC and LEPCs/Fire Departments regarding future electronic Reporting	
	C. Florida Division of Emergency Management/Region 4 - Quarterly Meeting Summary	
Agenda Item #12	TAMPA BAY LEPC LOGO SHIRTS - Page 30	Chair Ehlers
Agenda Item #13	PUBLIC COMMENTS - Page 30	Chair Ehlers
Agenda Item #14	NEXT MEETING - Wednesday, August 31, 2011	Chair Ehlers
Agenda Item #15	ADJOURNMENT	

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

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Email johnm@tbrpc.org - LEPC Website <http://www.tbrpc.org/lepc>

The following LEPC membership change(s) was/were approved at the January 7, 2011 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	
Capt. Chris Atherton	"Local Option"	✓		✓			48 th Civil Support Team/ Florida National Guard. No "Alternate" was designated by Capt. Atherton.
2LT. Elliot Smith	"Community Group"		✓	✓			Civil Air Patrol. Primary Member Lt. Col. Larry Fernald designated his "Alternate" to be 2LT. Elliot Smith.

NOTE: The membership modification(s) highlighted in yellow above (if and where applicable) signify a net increase in overall LEPC District 8 membership. Likewise, modification(s) highlighted in gray (if and where applicable) indicate a net reduction in overall LEPC membership.

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

The State Emergency Response Commission and associated Subcommittee meetings were held in Tallahassee at the Betty Easley Conference Center on April 7-8, 2011. LEPC Chair Scott Ehlers and Staff Coordinator John Meyer attended. The following (i.e. Pages 2-6) constitutes a Recap of the SERC meeting, inclusive of discussion items associated with the SERC's Training Task Force (TTF) and the LEPC Staff & Chairs meetings, and the TTF's current Project Board.



RECAP OF APRIL 8, 2011 STATE EMERGENCY RESPONSE COMMISSION MEETING

Alternate Chair Bryan Koons (Florida Division of Emergency Management Director) called the meeting to order at 10:02 a.m.

The items of business were:

- **Approval of January 7, 2011 SERC meeting Minutes.** Minutes were approved unanimously upon one revision to recognition of an individual's affiliation.

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: Capt. Chris Atherton (48th Civil Support Team/Florida National Guard) as a *Primary* member under the Category of "Local Option." No *Alternate* member was designated by Capt. Atherton. In addition, 2LT Elliot Smith was designated as a new *Alternate* member under Lt. Col. Larry Fernald (Civil Air Patrol) under the "Community Groups" category.
- **Single Reporting Point for Tier II Annual Report.** Regardless of format selected to submit Tier II reports to the SERC in association with the annual March 1st reporting deadline (i.e. electronic or hard copy), current federal regulations require that copies of the Tier II reporting be submitted to the LEPCs and corresponding local fire departments. FDEM staff has conferred with EPA whether electronic filing through the "www.FloridaHMIS.org" software program would/could suffice in lieu of this requirement. EPA suggested establishing a *Memorandum of Understanding (MOU)* with ALL Florida LEPCs and fire departments of the intent. Each LEPC and fire department would then have the opportunity to "opt out" of acceptance of electronic filing. If no response is received, it would be perceived as acceptance. In either instance, if a facility were to continue to submit their reporting via hard copy, hard copies would continue to be required to be submitted to each of the three entities. Upon recognition that any/all future change(s) in MOU verbiage or intent (if applicable) must be re-submitted to LEPCs and fire departments for "re-opt" consideration, the **SERC unanimously approved the processing of the MOU.** (This item will be discussed and voted upon independently at the May 25, 2011 LEPC meeting)

REPORTS

- **SERC's Training Task Force (TTF).** Aside from the above recognized items, the following highlights of the April 7, 2011 TTF meeting were also recognized by Mike Murphy, TTF Vice Chair:
 - Teleconferences. Interim TTF Chair Mike Murphy indicated that teleconferences were held on February 16 and March 16, 2011, primarily to discuss the Operational Readiness Evaluation (ORE),

a document used to evaluate the abilities and “regional readiness” of the hazmat teams. The second meeting concentrated on providing status updates on the various tasks included on the TTF’s *Project Board*.

- SERC’s FOG. It was acknowledged that the TTF is about to “embark” on the updating of the SERC’s *Field Operations Guide* (FOG). This document is slightly different than the Hazmat FOG for tactical operations, which was recently updated by the TTF. The SERC’s FOG is intended for large-scale incidents. This item will/should be added to the TTF’s Project Board.
- Tox-Medic Curriculum. Development of a coordinated Tox-Medic curriculum is essential to ensure consistency of responder capabilities. Some of the concerns/discussion items included the following topics:
 - 80 hr. standards of the National Fire Academy vs. 40 hr. statewide standard;
 - any/all developed curriculums must be approved by the Medical Director and must be compliant with National Fire Protection Association (NFPA) standards;
 - with dwindling budgets, course cost and associated travel are likely to be of concern. Train-the-Trainer programs, if available, would reduce incurred costs of bringing program to local level; and
 - Medical competencies must be in accordance with NFPA 473 standards and hazmat competencies in accordance with NFPA 472 standards.

The TTF sought SERC’s concurrence to coordinate with the Florida State Fire College and stakeholders regarding the establishment of a curriculum for a voluntary tox-medic and haz/tox-medic training certification program. By vote during the SERC meeting, **the SERC unanimously approved the future coordination effort.**

- Operational Readiness Evaluation (ORE) Assessment for Type I & Type II (Hazmat) Teams. As part of a prior TTF work product, comments were received and addressed regarding response policies and procedures of the ORE. Commentary and/or suggested revisions included minimum hazmat equipment inventories, distinctions between hazmat team types, and proper disposal/treatment procedures for Decontamination water.
- Reduction in Federal Funding for Clandenstine Drug Lab Mitigation. It was acknowledged that the Drug Enforcement Administration (DEA) will be cutting back on technicians and members gathering evidence, pushing more of these responsibilities to the locals (e.g. hazmat teams, law enforcement...). The question is how to recover the costs. It was speculated that funding from law enforcement forfeitures may be a possibility.
- Project Chart. The status of each task was addressed individually during the quarter by TTF members and the status of several changed (e.g. from “active” to “monitoring”). The current Project Tracking Chart is included following this Recap.
 - **Report on MOU between FDEM & EPA**. FDEM staff has proposed the SERC to enter into a MOU with the Environmental Protection Agency regarding potential future enforcement actions and the preference for Supplemental Environmental Projects (SEPs) in lieu of EPA levying fines to non-compliant industries. SEPs are preferred since the funds would be spent locally and the resulting training would benefit the local hazardous materials response community. FDEM staff had an initial conversation with EPA staff regarding this topic to a non-committal response. However, EPA staff did invite further discussion with FDEM staff regarding this issue. **SERC authorized the issuance of a MOU endorsing the concept of SEPs in lieu of fines.**

- Financial Status Report.** Mr. Donald Kunish, FDEM staff, reported that the SERC Agenda materials contained numerous graphics comparing the various funding levels by program and a breakdown of program expenses over the past two years. Mr. Kunish additionally advised the Commission that the SERC 2010 Annual Report is “nearing completion.” SERC members suggested that the FDEM consider preparing the Annual Report electronically to avoid significant publishing and mailing costs. FDEM staff advised that the Annual Report will be made available electronically and posted to the FDEM website.
- Hazardous Materials Incidents Reports.** Mr. Sam Brackett advised that detailed listings of fixed facility and transportation-related hazardous materials incidents were prepared and included the Agenda materials to describe incidents occurring between the period of December 1, 2010 and February 28, 2011. Such Reports documented these incidents and portrayed the number of persons evacuated, injured or deceased down to the LEPC Districts and corresponding level.

The following constitute the hazardous material incidents recorded for District 8 during this period involving evacuation, injury(ies) and/or death(s):

County	Date of Release	Type*	Chemical	Amount Released (Lbs.)	Business Type	# Evacuated	# Injured	# Fatalities
Hills,	2/10/11	TR	Oil	Unknown	Traffic Accident	0	2	0
Manatee	12/14/10	TR	Natural Gas	Unknown	Pipeline/Construction	8	0	0
	1/14/11	TR	Diesel Fuel & Hydraulic Oil	92/94	Traffic Accident	0	1	0
Pasco	None Identified							
Pinellas	1/27/11	FF	Natural Gas	Unknown	Restaurant (Outside)	40	0	0
	2/02/11	FF	Natural Gas	Unknown	Private Residence	3	0	0
TOTAL →						51	3	0

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

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

- Potential Section 304 Investigations identified by County and date;
 - comparison of hazardous materials incidents reports by District;
 - annual comparison of the overall Statewide number of Hazardous Materials Incidents Reports;
 - *Total Chemical Inventory* by District;
 - annual quantification of statewide *Notices of Violation/Second Notices* annually from 2007; and
 - statewide number of *Toxic Chemical Release Inventory Reports* annually from 2007.
- Update on LEPC Activities.** SERC Member George Danz recognized that the majority of accomplishments achieved by each LEPC is captured in the *Hazmatters* section of the backup SERC materials.

The following accomplishments were identified for District 8, primarily for the period of December 2010 - February 2011:

- attended the Quarterly SERC meetings held at the Crowne Plaza in Ft. Myers on January 6-7, 2011 and conducted the District 8 LEPC meeting on February 23, 2011. Staff additionally attended the FDEM Region 4 quarterly meeting conducted at the Hernando County Sheriff's Office on February 25, 2011;
 - the LEPC's Facility Disaster Planning Subcommittee (FDPS) met on January 20, 2011. Current Subcommittee initiatives include an assessment of LEPC Tier 2 records received over the past three years in comparison with the current electronic SERC listing. Although not completed at time of this Report preparation, initial findings were that the LEPC does not

have record of nearly 450 facilities within the District and that the SERC apparently does not have record of about 200 facilities that the LEPC possesses records in hard copy form. This task was subsequently completed and submitted to FDEM staff for review, comment and possible supplementation of LEPC records. Subcommittee members are additionally being tasked with ascertaining contact information and e-mail addresses of the facilities for future communications purposes;

- conducted two “EPCRA: How-to-Comply Workshops” held on February 8-9, 2011 at the Council/LEPC office, drawing 36 attendees;
- LEPC staff and/or member(s) participated in a series of teleconferences administered by the Florida Division of Emergency Management regarding the TTF’s initiatives (December 8, 2010 & February 16, 2011), as well as discussion of “FloridaHMIS.org” electronic filing program issues (February 10, 2011);
- facilitated the conduct of a *Decon Zones & Scene Management* course on January 6, 2011 in Pasco County. LEPC’s Training Subcommittee met on February 23, 2011 to strategize further training opportunities for the 2010-11 HMEP funding cycle;
- represented the Tampa Bay LEPC at the January 11, 2011 meeting of the Tampa Bay Spill Committee and the U.S. Coast Guard Area Committee which immediately followed, as well as the luncheon honoring the retiring Hillsborough County Emergency Management Director – Mr. Larry Gispert (January 14, 2011);
- assisted with the December 8, 2010 & January 12, 2011 meetings of the Pinellas Police Standards Council; and
- attended the Ammonia Handlers/Operators meetings held on January 18 (@ Tampa Port Authority) and February 24, 2011 (@ CF Industries). The meetings are rotationally located and are focused on discussing initiatives and activities conducted by or of interest to the ammonia operations facilities located within or adjacent to the Port of Tampa.

OTHER BUSINESS

- **Mr. Tracy Poole, Radiological Emergency Response Manager for FDEM.** Mr. Tracy Poole made a brief presentation concentrating on a comparison of nuclear facility characteristics and requirements within Florida to those abroad, primarily Japan. The following serve as highlights of the meeting:
 - Florida is not very susceptible to earthquakes and tsunamis. In fact, wave heights associated with tsunamis would not be expected to exceed one foot for the State of Florida. In addition, the east coast of Florida should expect at least a two-hour warning of any tsunami.
 - there are three nuclear reactors in the state of Florida.
 - Florida uses “pressurized water reactor” technology while Japan uses a “boiling water reactor.”
 - In the U.S., there is a 10-mile risk zone surrounding the facilities in which residents would be asked to evacuate or shelter-in-place.
 - The average age of nuclear plants in the U.S. is 34 years. In Japan, it is 35.6 years.
 - The 1954 Atomic Energy Act established 40 year license terms for the nuclear facilities in the U.S. In March of 2000, the Nuclear Regulatory Commission (NRC) authorized potential renewal of facility licenses on a case-by-case basis.

COMMENTS & ADJOURNMENT.

- **Next Meeting.** It was announced that the next SERC meeting will be held in Pensacola on July 7, 2011. SERC members were advised that the October 7th meeting will return to Tallahassee.
- **Adjournment.** Following a motion and a second, the SERC meeting was adjourned at 12:01 p.m.

SERC'S TRAINING TASK FORCE "PROJECT BOARD"

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Florida SERC Training Task Force – Project Board							
Updated: March 21, 2011							
RESOURCES (RES)	PUBLICATIONS (PUB)	TRAINING (TRN)	UPDATES (UP)	NEEDS ANALYSIS (NDS)	FUNDING (FUN)	STANDARDS & CERTIFICATIONS (STD)	SYSTEMS & RELATIONSHIPS (SYS)
<p>TTF Web Page and Project Summaries DEM Feb 2011</p> <p>Awareness Level Training for White Powder SOP Jacobs Jan 2011</p>	<p>TTF Web Page and Project Summaries DEM Feb 2011</p> <p>Awareness Level Training for White Powder SOP Jacobs Jan 2011</p>	<p>First Responder Best Practices for RAD event Marshall/TJ Smith Jan 2011</p> <p>Tox-Medic Training Guidelines Lammi/Colson/Marshall/Chappell April 2011</p>	<p>Mass Technical Decon Assessment FLAHR/SFC Feb 2011</p> <p>Accred Procedure for Hazmat Team NIMS Compliance District 7 July 2011</p>	<p>Review ORE Deficiencies Dan Smith/Mundy Feb 2011</p> <p>Hazmat Team ICS Curriculum Sessions/Nelson Feb 2011</p> <p>Marine Firefighting Requirements (33CFR, 155) Ehlers/Dist 4 and 6 July 2011</p>	<p>Secure Portal for Access to TTF Products Kohaks/Nelson April 2011</p> <p>Develop SME Database Dilis Jan 2011</p>	<p>Pro Board Certification FSPC-Bisley Feb 2011</p>	<p>Secure Portal for Access to TTF Products Kohaks/Nelson April 2011</p> <p>Develop SME Database Dilis Jan 2011</p>
<p>RES – Reporting Template for Responders Model Report System DeFranco</p> <p>RES – Maintain EFGAI FLAHR website for TTF Products DeFranco</p> <p>RES – IR Spec & RAIMAN Long Term Costs & Maintenance Dan Smith/DeVascqua</p> <p>RES – RID Model SOP & Long Term Costs and Maintenance FLAHR</p>	<p>PUB – Hazmat FOG FLAHR</p>	<p>TRN – E-Plan Training Materials Marshall</p>	<p>UP – HMS Upgrade Provide additional detail DEIR Staff/Murphy</p>	<p>NDS – LEPC Top 5 Needs List/Status Initial Listing-Jun 2008</p>			
<p>Chemistry in Schools Program</p>	<p>Medical Treatment Protocols April 2010</p> <p>Radiological Screening Response Procedure District 7 April 2010</p>	<p>TRN – Ops Level Training Program DEIR Staff June 2010</p> <p>Hazmat Training Guidelines</p> <p>TRN – 3 Non-Routine Hazards Response Ongoing Monitoring</p>			<p>Support SHSQP Grant Assessment Process SFM</p>	<p>Defining Tox-Medic Murphy</p>	<p>Health & DEP Detection Support Capabilities Jacobs</p>
Active Projects	Monitoring Projects	Completed Projects					

Additional Material:

Recap of the April 21, 2011 discussion

Action Recommended:

None. For Information Only.

Add

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.

Agenda Item #6

**FACILITY DISASTER PLANNING
SUBCOMMITTEE**

**Committee Chair Chet
Klinger**

The LEPC's Facility Disaster Planning Subcommittee (FDPS) was scheduled to meet on Thursday, April 21, 2011 but had to be canceled due to the numerous schedule conflicts of Subcommittee members. Subcommittee Chair Chet Klinger and LEPC Staff Coordinator John Meyer proceeded to meet. The following (i.e. Pages 8-10) serves as highlights of the meeting and a summary of recent/future Subcommittee initiatives. The next FDPS meeting is scheduled for Thursday, July 21, 2011.

Additional Material: *Recap* of the April 21, 2011 discussion
Action Recommended: None. For Information Only.



FACILITY DISASTER
 PLANNING SUBCOMMITTEE
MEETING SUMMARY
 (from 4/21/11 Meeting)

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

**THE SCHEDULED APRIL 21, 2011 MEETING OF THE FACILITY
 DISASTER PLANNING SUBCOMMITTEE WAS OFFICIALLY
 CANCELED.*****

In lieu of this meeting, Subcommittee Chair Chet Klinger and LEPC Staff Coordinator John Meyer proceeded to meet at 9:15 a.m. The following serve as highlights of this meeting, including a summary of the presentations that were prepared and/or intended discussion items:

- Subcommittee members recently completed a two-month initiative of comparing the hard-copy Tier II records on file at the LEPC (submitted over the past three years) with those of the State Emergency Response Commission’s electronic database. The following serves as a summary of the facility discrepancies:

FACILITY COMPARISONS

<u># of Facilities</u>	<u>HILLSBO- ROUGH</u>	<u>MANA- TEE</u>	<u>PASCO</u>	<u>PINE- LLAS</u>	<u>TOTAL</u>
Total - Initial LEPC Records	625	133	137	413	1,308
Total - Current SERC Records	817	170	140	469	1,596
In LEPC but not SERC Records	83	27	38	50	198
In SERC but not LEPC Records*	275	64	41	106	486
Total - <u>REVISED</u> LEPC Records	900	197	178	519	1,794

In addition, numerous observation were formulated, including:

- ✓ Many of the chemical types and quantities varied between the two data sources.
- ✓ Numerous “SERC only” facilities are farms, hospitals, golf courses, car dealers, marinas, or oil change/lube companies.
- ✓ Several “SERC only” facilities appear to be located outside stated County.
- ✓ Many of the “LEPC only” records involve facilities with the most recent record being 2007 (or earlier). No record of facility closure received.

FACILITY DISASTER PLANNING SUBCOMMITTEE DISCUSSION SUMMARY - 4/21/11

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- ✓ Numerous chemicals under thresholds were reported.
 - ✓ Facility contact information was often consulting firm completing Report or out-of-state representative(s).
 - ✓ Although not required, e-mail addresses provided for about 10-15% of facilities.
 - ✓ Container information was apparently occasionally transposed.
 - ✓ Some facilities continue to recognize "Range Codes" rather than pounds for their "Maximum Daily Amounts."
- FDEM will be seeking to enter into a "Memorandum of Understanding" (MOU) with all 11 LEPCs and 400+ fire departments statewide accepting the terms that if a facility submits their future reporting electronically through the State's database, hard copies of the records would no longer be required to be submitted to the LEPCs and fire departments. However, if facilities continue to submit hard copies of their reporting to the SERC, facilities will still be required to additionally submit them to LEPCs and fire departments, as is/was the case. This was the guidance and suggestion that the EPA provided to the FDEM through extensive discussions. Each of the LEPCs and fire departments will be provided the opportunity to "opt out" of the MOU. No response or a favorable response would be considered as acceptance of these terms. This will also be discussed at the 5/25 LEPC meeting.
 - Mr. Klinger was prepared to demonstrate a new video e-mail and video imaging program (www.myvideotalk.com) he recently discovered. The costs associated with this relatively-inexpensive program are contingent upon the program capabilities requested/required. The presentation was intended for informational purposes only to demonstrate another tool which could potentially be used by the Subcommittee for future training ventures. No committal to fund any aspect of the program is/was provided by the TBRPC, the LEPC and/or the Subcommittee.
 - The possibility of conducting a "Facility Disaster Preparedness Forum" was discussed with a tentative late-June or early July date. The exact date has yet to be determined. With the intent of establishing and/or renewing interest in Subcommittee membership and initiatives, the tentative Agenda items for the Forum include:
 - ⇒ description of the LEPC and mission of the Facility Disaster Planning Subcommittee;
 - ⇒ viewing of a (currently undetermined) Chemical Safety Board video to demonstrate the vulnerability of chemical facilities. In addition, potentially show slides of other natural disaster events which could affect their facilities and/or cause chemical releases (e.g. Hurricane Katrina, BP oil spill, Earthquake/Tsunami in Japan...);
 - ⇒ allow for interaction amongst attendees regarding their facility preparation measures; and
 - ⇒ encourage continued participation at future training workshops and bolster interest in Subcommittee membership and objectives, noting that the next meeting of the Subcommittee is scheduled for July 21, 2011.
 - Initial Agenda items for the July 21, 2011 Facility Disaster Planning Subcommittee meeting was also discussed. The primary objective will be for the attendees to re-evaluate the mission of the Subcommittee. Perhaps a new directions with a new Subcommittee name? With ambitions of gaining new and renewed interest in membership participation and/or ideas, the next Subcommittee meeting will be sent via e-mail to the public/private sector LEPC Agenda recipients, the facilities attending the 2011 EPCRA How to Comply Workshops and/or the Section 302/312 facilities already on record with the LEPC.

FACILITY DISASTER PLANNING SUBCOMMITTEE DISCUSSION SUMMARY - 4/21/11
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- Actions items:

- ⇒ Schedule a date and time (3 hrs) and location for the Facilities Disaster Preparedness Forum; [John]
- ⇒ Prepare a formal agenda and announcement of this event; [John]
- ⇒ Look for Chemical Safety Board material related to area wide disasters; [Chet] and
- ⇒ Prepare slide presentations for the event. [Chet and John]

The meeting was adjourned at 12:20 p.m.

The remaining 2011 Subcommittee meetings for are tentatively scheduled for: July 21st and October 20th. Each of the meetings are scheduled for 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 was, once again, 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 training schedule by quarter within District 8. Those course(s) appearing in *italics* have been approved by FDEM but yet to be conducted. Training Subcommittee meetings are typically held one hour prior to the start of each LEPC quarterly meeting but one will not occur on May 25, 2011. The next meeting is tentatively scheduled for Wednesday, August 31, 2011 at 9:30 a.m. at the Council offices. The intent of the meeting will be to strategize training opportunities and/or courses desired for the Region for the remainder of the HMEP cycle (i.e. September 30, 2011).

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

Quarter	Date	Name	Expenses	Cumulative	Remaining
BASE FUNDING UNDER 2010-11 HMEP CONTRACT					\$41,969.00
1	10/21-22/10	E-Plan Users Conference for Two @Estero/Ft. Myers	\$1,130.99	\$1,130.99	\$40,838.01
	12/31/10	1 st Qtr Admin. Expenses/Oct.-Dec., 2010* <Actual>	\$1,147.01	\$2,278.00	\$39,691.00
2	1/06/11	Decon Zones & Scene Management, Pasco County	\$2,000.00	\$4,278.00	\$37,691.01
	3/31/11	2 nd Qtr Admin. Expenses/Jan.-March, 2011* <Actual>	\$1,262.00	\$5,540.00	\$36,429.01
3					
	6/30/11	3 rd Qtr Admin. Expenses/April-June, 2011* <Estimate>	<i>\$1,200.00</i>	<i>\$6,740.00</i>	<i>\$35,229.01</i>
4					
	9/30/11	4 th Qtr Admin. Expenses/July-Sept., 2011* <Estimate>			

* Council expenses include indirects, internal service charges, auditing, building occupancy, travel time and small miscellaneous expenses. Please note that *italicized* numbers (above) constitute an estimation at the time of Agenda materials preparation and could include committed but yet to be conducted courses as would be identified. The true administrative expenses are tabulated to coincide with the end of each quarter, as submitted to the FDEM under the HMEP Contract.

** (If applicable) 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 associated expenses incurred by the LEPC were for advertising, etc. (e.g. \$10)

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 Joe Eckstein, Citrus County Emergency Manager.

Interoperable Communications Full-Scale Exercise

This will be a functional exercise focusing on interoperable communications capabilities between agencies within the RDSTF. Objectives and a basic scenario are complete and the planning team is in the process of preparing the task list for the participants, getting together a tentative equipment inventory, and deciding which agencies from other disciplines to invite as participants/observers. The exercise and accompanying training and static display will be held June 14, 15, and 16 at the Tampa Port Authority building near Cruise Terminal 3. The exercise will evaluate the interoperable capabilities of mobile communications equipment between units, regions and multi-jurisdictional disciplines, identify modification needs for regional Tactical Interoperable Communications plans, and identify interoperable communications training needs.

Multi-Year Training and Exercise Workshop

The 2012-2014 Training and Exercise Planning Workshop was held in Orlando on April 12-13, 2011. All data received from Citrus, Sumter, Hernando, Pasco, Polk, Hardee, and Pinellas counties was provided to the planners from each other region as well as the State of Florida. The data was used to develop regional priorities for training and exercises and a training and exercise plan for the region. Regional priorities and plans were then consolidated into state priorities and plans. This effort aims to make more efficient use of budgets and time devoted to training and exercise, and allow for greater collaboration between different agencies statewide.

Agroterrorism Exercise

Region 4 will be hosting an agroterrorism based exercise on November 15 at a location to be determined. The initial planning conference for this exercise has not yet taken place. Additional information will be available after the first meeting.

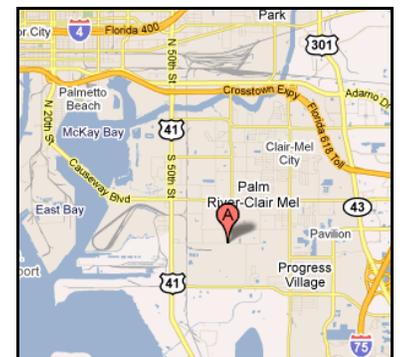
Additional Material: None
Action Recommended: None. For Information Only

Agenda Item #9

ELECTRICAL ENGINEERING ENTERPRISES FIRE - APRIL 2, 2011

Chair Ehlers

A large fire occurred at the Electrical Engineering Enterprise facility on Saturday, April 2nd at 3:41 p.m. The company is located at 6115 Hartford Street in an unincorporated section of Hillsborough County and reportedly recycles electrical transformers. A variety of fuel sources, including oil and propane, caused several explosions and generated large plumes of black smoke emitted high into the air. A brief news video (<http://video.tbo.com/v/38676797/fire-seen-across-bay-area.htm>) will be shown to characterize the incident, followed by discussion that may ensue.



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

Information is available for the following Training/Conference events:

- A. FDEM's Training and Events Schedule/**Region 4**, Various Locations/Times (May '11 - Aug. '11)
- B. FDEM's Training and Events Schedule/**Region 6**, Various Locations/Times (May '11 - Aug. '11)
- C. Emergency Management Institute (EMI) Training Webinars, Various Dates
- D. 8-Hr. Hazardous Waste/Materials Refresher Course, Naples, FL, August 19, 2011
- E. EMI's Emergency Operations & Management "Professional Series" Courses (presumably various dates and times)

FDEM'S TRAINING AND EVENTS SCHEDULE/REGION 4 (May - Aug., 2011) - PAGE 1 of 3

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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.

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Dates: to

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Jump to a month

[May 2011](#) [June 2011](#) [July 2011](#) [August 2011](#)

MAY 2011 TRAINING AND EVENTS

Dates	Area	City/County	Name
May 3	4	Bushnell Sumter County	Mitigation Planning Workshop for Local Government (G-318)
May 9 - May 11	4	Brooksville Hernando County	Community Emergency Response Team (CERT) Train the Trainer Course (G-317)

<http://www.floridadisaster.org/trainingcalendar/index.asp?course=&area=4&d1=052011&d...> 5/5/2011

May 20 4 **Tampa Hillsborough County** [HURREVAC Training](#)

JUNE 2011 TRAINING AND EVENTS

Dates	Area	City/County	Name
Jun. 8	<u>4</u>	Seffner Hillsborough County	AWR 156 Principles of Planning and Implementing Recovery
Jun. 10	<u>4</u>	Brooksville Hernando County	US National Grid
Jun. 13 - Jun. 14	<u>4</u>	Bushnell Sumter County	Basic Public Information Officer (PIO): (G-290)
Jun. 15 - Jun. 17	<u>4</u>	New Port Richey Pasco County	Public Safety WMD Response - Sampling Techniques and Guidelines (PER 222)
Jun. 23	<u>4</u>	Clearwater Pinellas County	County Points of Distribution and Staging Areas (FL2355)
Jun. 27 - Jun. 30	<u>4</u>	New Port Richey Pasco County	L970 Supply Unit Leader
Jun. 28 - Jun. 29	<u>4</u>	Orlando Orange County	Advanced Incident Command System Command & General Staff: Complex Incidents (G-400)

JULY 2011 TRAINING AND EVENTS

Dates	Area	City/County	Name
Jul. 6 - Jul. 7	<u>4</u>	Tampa Hillsborough County	MGT 341 Disaster Preparedness for Hospitals and Healthcare Organizations within the Community Infrastructure

FDEM'S TRAINING AND EVENTS SCHEDULE/REGION 6 (May - Aug., 2011) - PAGE 1 of 3

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State Training and Events Schedule

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Course: Area: to

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Jump to a month

[May 2011](#)
 [June 2011](#)
 [July 2011](#)
 [August 2011](#)

MAY 2011 TRAINING AND EVENTS

Dates	Area	City/County	Name
May 10 - May 12	6	Bradenton Manatee County	Intermediate Incident Command System for Expanding Incidents (G-300)
May 11 - May 12	6	Bradenton Manatee County	Basic Public Information Officer (PIO): (G-290)

<http://www.floridadisaster.org/trainingcalendar/index.asp?course=&area=6&d1=052011&d...> 5/5/2011

May 11	6	Fort Myers Lee County	AWR 155 Principles of Frontline Response to Agroterrorism and Food Systems' Disasters
<hr/>			
May 12	6	Sarasota Sarasota County	AWR 155 Principles of Frontline Response to Agroterrorism and Food Systems' Disasters
<hr/>			
May 17 - May 18	6	Bradenton Manatee County	Advanced Incident Command System Command & General Staff: Complex Incidents (G-400)

JUNE 2011 TRAINING AND EVENTS

Dates	Area	City/County	Name
Jun. 8 - Jun. 9	6	Sarasota Sarasota County	Emergency Management Operations Course (G-110)
<hr/>			
Jun. 13 - Jun. 17	6	Cape Coral Lee County	L449 Incident Command System (ICS) Curricula Train-the-Trainer
<hr/>			
Jun. 22 - Jun. 23	6	Punta Gorda Charlotte County	MGT 313 Incident Management /Unified Command for CBRNE /Terrorism Incidents (ICS 300 equivalent)
<hr/>			
Jun. 22 - Jun. 24	6	Fort Myers Lee County	Community Emergency Response Team Train-the-trainer (G 317)
<hr/>			
Jun. 28 - Jun. 29	6	Sebring Highlands County	Emergency Planning for Special Needs Populations (G-197)

JULY 2011 TRAINING AND EVENTS

Dates	Area	City/County	Name
Jul. 19 - Jul. 21	6	Bradenton Manatee County	Intermediate Incident Command System for Expanding Incidents (G-300)

Training and Events Home Page

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Jul. 26 -	<u>6</u>	Bradenton	Advanced Incident Command
Jul. 27		Manatee	System Command & General Staff:
		County	Complex Incidents (G-400)

AUGUST 2011 TRAINING AND EVENTS

Dates	Area	City/County	Name
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There are no records for this month

[Public](#) | [Business](#) | [EM Community](#) | [Organization](#) | [News Media](#) | [Kids](#)



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www.FloridaDisaster.org
 Florida Division of Emergency Management
 2555 Shumard Oak Boulevard
 Tallahassee, Florida 32399-2100
 (850) 413-9969
 800-226-4329 (TDD/ TTY)



<http://www.floridadisaster.org/trainingcalendar/index.asp?course=&area=6&d1=052011&d...> 5/5/2011

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

EMERGENCY MANAGEMENT INSTITUTE'S TRAINING WEBINARS

EMERGENCY MANAGEMENT INSTITUTE National Emergency Training Center · Emmitsburg, MD

WEBINARS

Voluntary Agencies in Emergency Management · Individual Assistance · Awareness Campaigns- Promoting Preparedness · Master the Classroom: Skills for a Successful Presentation · Resource Typing · The Value of Planning for Commodity Distribution · Declarations · Social Media Applications in Emergency Management

The Emergency Management Institute (EMI) created a series of courses designed to be delivered via the world-wide web. The courses are designed for Local, State, Tribal, and emergency management personnel and their staff and will be presented monthly (1st Wednesday of each month at 1:00 PM Eastern Standard Time). Additional details will be provided via separate correspondence.

**Voluntary Agencies in Emergency Management—
May 4, 2011**

Overview: The webinar will focus on the services provided by several voluntary agencies during the 2009 Alaska floods and the innovative strategies FEMA used to partner with them. Additionally, there will be a discussion with a representative about some of the services provided by voluntary agencies before the disaster at a county and State level.

**Awareness Campaigns-Promoting Preparedness—
July 6, 2011**

Overview: The webinar will provide an overview of a public awareness campaign, along with explaining how to work with the news media to "sell" a story. Additionally, the webinar will describe how public awareness campaigns relate to emergency management and the process to develop/execute an awareness campaign.

Resource Typing—September 9, 2011

Overview: The webinar will focus on the basics regarding Resource Typing described in the "Resource Management" section of the National Incident Management System (NIMS), with emphasis on the difference between "Tier I" and "Tier II" resource types and a review of a resource typing example. The presentation will also provide information relating to the determination of resource capabilities by category, kind, and type.

Declarations—November 2, 2011

Overview: The webinar will provide an overview of the Declaration process, to include the actions required before the President declares a Declaration and what actions occur once a Declaration has been declared. Additionally, the webinar will review the agreement between FEMA and the State.

Individual Assistance—June 1, 2011

Overview: This webinar will focus on FEMA's Individual and Household Program (IHP) which provides assistance to individuals and families affected by a Presidentially declared disaster. The presentation will include the sequence of delivery of Federal assistance as well as a summary of the programs included within the IHP.

**Master the Classroom: Skills for a Successful
Presentation—August 3, 2011**

Overview: The webinar is for anyone who has responsibility to provide training. It addresses the practicalities of conducting successful classroom interactions and making presentations. In addition, the webinar will cover the basics of adult learning and provide job aids/checklists.

**The Value of Planning for Commodity
Distribution—October 5, 2011**

Overview: The webinar addresses the many challenges that distribution sites may encounter (i.e. power outages, donations) by utilizing lessons learned from Hurricane Katrina. It also includes advice for setting up and staffing a POD and distributing live-saving commodities to an impacted community.

**Social Media Applications in Emergency
Management—December 7, 2011**

Overview: The webinar defines social media and presents the emerging trends and best practices in using social media applications (Facebook, Twitter, YouTube, etc.) during all phases of emergency management. It also provides a tutorial on how to access and work within these social media applications. The webinar concludes with an overview on how emergency management and response personnel can help their organizations find their unique voice in social media.



FEMA

For course information, contact the EMI course manager, Doug Kuhn, doug.kuhn@dhs.gov

**8-HR. HAZARDOUS WASTE/MATERIALS ANNUAL REFRESHER
AUGUST 19, 2011 - NAPLES, FL**



**“FREE”
8-Hour
HAZARDOUS WASTE/MATERIALS
ANNUAL REFRESHER**

**HAZARDOUS WASTE OPERATIONS
AND
EMERGENCY RESPONSE**

August 19, 2011
(9:00 a.m. - 5:30 p.m.)

MEETING
OSHA 1910.120 Compliance Regulations

PRESENTED BY:
Kenton Brown, CHMM

SPONSORED BY:
**Southwest Florida Local Emergency Planning Committee
Southwest Florida Regional Planning Council
Collier County Pollution Control**

LOCATION
**South County Regional Water Treatment Plant
3851 City Gate Drive
Naples, Florida 34117**

AGENDA & TOPICS
Hazards Identification, Air Monitoring, Hazardous Materials Incidents, Personal Protective Clothing, Decontamination Techniques, Levels of Protection, Confinement, Toxicology and Exposure Guidelines. Please Note: This program is free to government employees. Non-government industry personnel will incur a charge of \$35.00 for course attendance.

**Direct telephone inquiries and mailings to:
John Gibbons, Principal Planner/Program Manager
Southwest Florida Regional Planning Council
1926 Victoria Avenue, Fort Myers, FL 33901
(239) 338-2550, Ext. 229 - (239) 338-2560-FAX**

Who should attend: Waste Operators, Facility Owners, Government Inspectors, Health Officials, Safety Managers, Government Planners and Firefighters.

EMI's EMERGENCY OPERATIONS & MANAGEMENT "PROFESSIONAL SERIES" COURSES

The Advanced Professional Series

The Advanced Professional Series was established to motivate and challenge students to continue emergency management training.

These classroom courses build practical disaster management and coordination skills.

Contact your State Training Officer for a schedule of offerings.

Students who complete the 5 required courses and any 5 of 16 elective courses are eligible to receive the EMI Advanced Professional Series Certificate of Completion.

<http://training.fema.gov/emiweb/APS>



How to Receive Your Certificate of Completion

When you have completed the series, requests for the Certificate of Completion must be sent first to the State emergency management agency for verification.

Include date and place, as well as name of the course manager, for each course completed.

The State agency will then send the request to the Emergency Management Institute (EMI) for a Certificate of Completion. This is signed by the EMI Superintendent and sent to the State Director for signature and award to the Student.

For more information, Contact Paul Benyeda
Phone: (301) 447-1326
Email: paul.benyeda@dhs.gov

Emergency Management Institute
16825 South Seton Avenue
Emmitsburg, MD 21727

Required Courses

- G191** Incident Command System/Emergency Operations Center (ICS/EOC) Interface
- G250.7** Local Situation (RAPID) Assessment Workshop
- G270.4** Recovery from Disaster: The Local Government Role
- G393** Mitigation for Emergency Managers
- G775** Emergency Operations Center (EOC) Management and Operations (Revised 2007) or IS-775, the Independent Study version.

Elective Courses

Complete any 5 of the following:

- G108** Community Mass Care Management
- G110** Emergency Management Operations Course (EMOC) for Local Governments
- E/L/G 146 or 147** Homeland Security Exercise & Evaluation Program (HSEEP)
- G197** Emergency Planning and Functional Needs Populations
- G202** Debris Management Planning for State, Tribal, and Local Officials
- G271** Hazardous Weather and Flood Preparedness or IS-271—Anticipating Hazardous Weather and Community Risk
- G272** Warning Coordination
- G288** Local Volunteer and Donations Management
- G290** Basic Public Information Officers
- G358** Evacuation and Re-entry Planning
- G361** Flood Fight Operations
- G362** Multi-Hazard Emergency Planning for Schools
- G366** Planning for the Needs of Children in Disasters
- G386** Mass Fatalities Incident Response
- G408** Homeland Security Planning for Local Governments (formerly Terrorism Planning)
- IS-703** National Incident Management System (NIMS) Resource Management

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

The updated *District 8 LEPC Hazardous Materials Emergency Response Plan* is required to be submitted to the Florida Division of Emergency Management on or before June 30, 2011. LEPC staff is nearing completion of this endeavor. Many of the edits are related to updating population figures and the Section 302 facilities within each County. LEPC Staff is seeking a motion to authorize LEPC Chair Ehlers to transmit revised Plan to FDEM prior to deadline. Upon submittal and acceptance, LEPC staff will prepare a CD Rom containing the updated LEPC Plan in various formats for distribution to the required entities. The revised Plan will additionally be posted to the LEPC website.

Additional Material: None.
 Action Recommended: **Motion to authorize Chairman to transmit revised Plan to FDEM prior to June 30, 2011 deadline.**

B. MEMORANDUM OF UNDERSTANDING BETWEEN SERC AND LEPCs/FIRE DEPARTMENTS REGARDING FUTURE ELECTRONIC REPORTING Chair Ehlers

The State Emergency Response Commission will be proposing a *Memorandum of Understanding* (MOU) between their agency and the 11 LEPCs & 400+ fire departments within the State. In summary, the MOU would release facilities of further obligations to submit copies of their annual Tier 2 data to the corresponding Local Emergency Planning Committee and appropriate fire department if they file their reports electronically through the SERC’s “www.FloridaHMIS.org” database. The present draft verbiage of the MOU is provided on Pages 24-26 of these Agenda materials.

The decision to implement the MOU process resulted from multiple discussions between SERC and EPA staffs. The thought process was that the LEPCs and fire departments already have access to the State’s database. However, if a facility elects to continue to provide hard copy submittals, the facility will remain obligated to provide copies to the LEPC and corresponding fire department. Each LEPC and fire department will have the opportunity to “opt out” of the MOU independently. In addition, it is understood that, if applicable, any/all modifications of the MOU would re-institute further consideration of acceptance of revised term(s) by the LEPCs and fire departments.

Additional Material: Draft *Memorandum of Understanding*
 Action Recommended: **Motion to accept current MOU terms.**

C. FDEM REGION 4 QUARTERLY MEETING John Meyer

The Florida Division of Emergency Management - Region 4 held their Quarterly meeting at the Hernando County Emergency Operations Center on February 25, 2011. A summary of this meeting is located on Pages 27-29 of these Agenda materials. The next FDEM Region 4 meeting has been scheduled for May 27th, 10:00 a.m. at the TBRPC or Hillsborough County EOC (location TBD).

Additional Material: February 25, 2011 meeting summary (Pages
 Action Recommended: None.

DRAFT MEMORANDUM OF UNDERSTANDING

[PAGE 1 of 3]

DRAFT

**FLORIDA STATE EMERGENCY RESPONSE COMMISSION
TIER II HAZARDOUS MATERIAL INVENTORY REPORTS
DATA USE MEMORANDUM OF UNDERSTANDING**

THIS DATA USE MEMORANDUM OF UNDERSTANDING (“MOU”), is issued by the Florida State Emergency Response Commission for Hazardous Materials, (“SERC”), whose administrative office address is 2555 Shumard Oak Boulevard, Tallahassee, Florida 32399-2100, on behalf of Florida’s Local Emergency Planning Committees and all Florida’s local fire departments, as follows:

WHEREAS, On March 1 of each year, facilities that are subject to the Emergency Planning and Community Right-to-Know Act are required to file Tier II Hazardous Material Inventory Reports (“Tier II Reports”) on the regulated hazardous materials that were located on-site during the previous calendar year; and

WHEREAS, these reports are required to be filed with the SERC and a regulated facility’s Local Emergency Planning Committee (LEPC) and the local fire department; and

WHEREAS, the Division of Emergency Management serves as staff to the SERC and maintains the data in an informational database; and

WHEREAS, in an effort to alleviate this duplicative paperwork submittal and provide the data management necessary at LEPCs and local fire departments, the SERC directed the development of FloridaHMIS.org, an on-line Tier II reporting system, and authorized the use of the E-Plan, a Hazardous Materials Emergency Management Information System, as the official means for sharing all chemical inventories collected by the SERC; and

WHEREAS, after these actions, the U. S. Environmental Protection Agency (EPA) published a clarifying interpretation in the Federal Register (75 FR 39852, 39855) which states that a formal agreement should be developed between a State’s SERC, its LEPCs and its local fire departments if the State desires to implement a information sharing program.

Therefore, this MOU formalizes the relationships necessary to allow the Tier II data that is entered into the SERC’s on-line reporting system to sufficiently cover a facility’s reporting responsibilities to the LEPC and local fire department. The SERC hereby determines the following:

1. Pursuant to Section 119.07(2)(a), Florida Statutes, the SERC is authorized to provide access to public records by remote electronic means, provided exempt or confidential information is not disclosed.
2. The SERC will continue to provide regulated facilities the ability to submit Tier II Reports via the SERC’s FloridaHMIS.org system and provide the updated data to EPA’s E-Plan system on a monthly basis or more frequently when necessary.

DRAFT MEMORANDUM OF UNDERSTANDING

[PAGE 2 of 3]

3. The Tier II Reports may be accessed directly from the EPA's E-Plan by LEPCs and local fire departments. This access to E-Plan relieves a regulated facility's requirement to provide an additional copy of the Tier II Report to the LEPCs and local fire departments. The Tier II Reports contains the hazardous material related information utilized by first responders, emergency planners and the general public to determine the possible hazards located in their communities.
4. The SERC will have no responsibility to provide any formal training with respect to accessing and utilizing E-Plan. However, on-line training and technical assistance will be provided from the SERC and EPA.
5. Access to E-Plan will be supervised by the SERC. Local emergency management directors, fire department chiefs and LEPC Chairpersons will be given the opportunity to delegate that jurisdiction's master approval account. This account would then be granted the ability to approve any users to access E-Plan as they deemed appropriate within their jurisdiction.
6. If a LEPCs or local fire department wishes to opt out of this MOU, they shall advise the SERC in writing prior to November 1 of each reporting year. Facilities will be notified of agencies that have opted out during the on-line reporting process and will be directed to ensure they provide a paper copy of their Tier II Report to the respective agency(ies).
7. This MOU does not preclude a local fire marshal or other authority from imposing stricter reporting requirements which fall under their regulatory authorities.
8. Pursuant to Section 119.07(2)(c), Florida Statutes, the SERC may charge a fee for remote electronic access including the direct and indirect costs of providing such access. However, since the LEPCs and local fire departments are public agencies, no fee will be charged pursuant to this MOU.
9. This MOU is non-exclusive and nothing herein shall be deemed to limit the ability of the SERC to provide the data referenced herein to other parties.
10. The LEPCs and local fire departments are permitted to share the information obtained from E-Plan data provided under this MOU, however they are prohibited from entering into MOUs that preclude any other party from entering into an MOU with the SERC.
11. The SERC will continue to respond to public information requests for Tier II chemical inventory data in accordance with Chapter 119, Florida Statutes.
12. All notices, communications and determinations between the parties hereto and those required by this MOU, including, but not limited to, changes to the notification addresses set forth below, shall be in writing and shall be sufficient if mailed by regular United States mail, postage prepaid, to the party at the following address:

DRAFT MEMORANDUM OF UNDERSTANDING

[PAGE 3 of 3]

Florida Division of Emergency Management

Technical Hazards Section Chief

2555 Shumard Oak Boulevard

Tallahassee, Florida 32399-2100

13. This MOU embodies the whole understanding of the parties with respect to the Tier II Reports. There are no promises, terms, conditions, or obligations other than those contained herein, and this MOU shall supersede all previous communications, representations, or MOUs, either verbal or written, issued by the SERC.
14. It is understood and agreed by the parties hereto that if any part, term, or provision of this MOU is by the courts held to be illegal or in conflict with any law of the State of Florida, the validity of the remaining portions or provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the MOU did not contain the particular part, term, or provision held to be invalid.
15. Any questions or matters arising under this MOU as to validity, construction, enforcement, performance, or otherwise, shall be determined in accordance with the laws of the State of Florida.
16. Venue for any and all actions arising out of or in any way related to the interpretation, validity, performance or breach of this MOU shall lie exclusively in a state court of appropriate jurisdiction in Leon County, Florida.
17. A modification or waiver of any of the provisions of this MOU shall be effective only if made in writing and issued by the SERC.

Approved By: _____
Bryan W. Koon, Chairman
State Emergency Response Commission

Date: _____

FLORIDA DIVISION OF EMERGENCY MANAGEMENT/REGION 4
QUARTERLY MEETING SUMMARY - 2/25/11
[PAGE 1 of 3]

Region IV EM Meeting

February 25, 2011
Hernando County Emergency Operations Center
18900 Cortez Blvd, Brooksville, FL 34601
10:00 am to 12:30 pm

Paul Latham, USF: May 25 – Meta leadership Summit at USF. Betti Johnson (betti@tbrpc.org) at TBRPC is contact person. USF will also be hosting MGT319 Bioterrorism: Mass Prophylaxis Preparedness & Planning on April 11 and 12. This training is on the state training website.

Mark Tobert, Hernando County EM reminded everyone of the Statewide Hurricane Exercise and asked who was playing and on what day. He also asked what injects everyone was submitting to the state. Citrus, Sumter and Pasco will play on Wednesday, May 25. Hardee will play whenever the majority agrees.

Hunter Zager, Florida Department of Health spoke about Project Public Health Ready and advised that it is up to County Health Departments to do most of the work. She asked that you please provide them your CEMP and other information they request. She also announced Hurricanes and Healthcare (hurricanesandhealthcare.com) which was held on Thursday, March 3. She gave a brief announcement about Operation Flyaway, a TTX at All Children's Hospital on April 27, 2011. It will be a recovery exercise for hospitals, with a "fake" county, "fake" hospitals, and the movement of admitted patients. She also mentioned that ESF-8 is working on RNC planning.

Greg Becker, Red Cross – Hillsborough, Pasco and Pinellas Red Cross are looking at FNSS guidance. We are looking at the things we might be able to address and start to plan, what resources can we bring to bear, and how best to work with government and community partners.

Jim Martin, Pasco County EM – Congressman Bilirakis visited the Pasco EOC, went away with a clear understanding that they can't do all the things in the FNSS guidance. Congressman Bilirakis was going to meet with an advocacy group. They were going to talk about reasonableness of what is in there.

Paul Siddal, Division of Emergency Management asked the group to consider whether or not to invite municipalities to the quarterly meetings once or twice a year. If so, should we hold the regular meeting for the counties and then follow up with a meeting with municipalities? Should all municipalities in the region be included or just Tampa, St. Pete, Clearwater? The UASI footprint is officially the whole region.

SAC Jim Madden, FDLE, suggested that only those municipalities with an actual emergency management program be invited.

Annette Doying, Pasco County EM asked if the determining factor would be whether or not the municipalities would be asserting their right under statute.

Hunter Zager, DOH, suggested we just invite those who would be helpful and would find the meeting helpful/beneficial.

FLORIDA DIVISION OF EMERGENCY MANAGEMENT/REGION 4
QUARTERLY MEETING SUMMARY - 2/25/11
[PAGE 2 of 3]

Joe Eckstein, Citrus County EM, suggested that for those meetings the group limit invitations to the central urban areas.

It was decided that the next meeting will include the municipalities and will be held at the Tampa Bay Regional Planning Council. Paul Siddal stated this is a good time since the meeting is before Hurricane Season.

Joe Eckstein stated that the group lost a lot of institutional knowledge when Larry Gispert left, and invited SAC Madden to provide a background on the RDSTF. He also mentioned that he sent out the EM committee charter to explain what the EM committee is all about.

SAC Madden indicated that the best way to stay current is to attend RDSTF meetings to hear committee briefs. We have strong county EM participation, strong EM at state level. In reference to questions regarding formation and adoption of regional plans, he stated that it was decided at the DSOC meeting several years ago that regions would not create regional plans. Instead, regions may create annexes to state plans to document unique or specific circumstances relevant to the region. The CEMP lays out framework for response. Annexes address specific situations. The goal is not to make handbooks, but to have a CEMP with enough flexibility for your local protocols to fit into it. We will not cut and paste from the state plan. Two years ago, MAC protocol was approved for the RDSTF. It plugs in to CEMP. It serves to facilitate the manipulation or movement of assets within the region, not to replace local or statewide plans. The RDSTF has built upon building relationships between individuals/agencies before a disaster occurs.

Sally Bishop, Pinellas County Emergency Management, asked for more information on warning and notifications, intel plug in, and communication systems.

SAC Madden stated that an FDLE agent or supervisor is sent to EOC for events. A lot of these issues are addressed in existing plans. Related to intelligence, the only information law enforcement will share would be information that would assist in making decisions to keep your people safe. Information will only be provided on a need to know basis.

Sally Bishop requested clarification on the purpose of the T&E Workgroup.

SAC Madden stated that the group should ensure we are meeting the needs of the region, counties, and cities, as it relates to training and exercise. Training used to be a committee within RDSTF, but the desire was to make it more inclusive of the discipline groups and the EM community to try to push the agenda to train and exercise most effectively. In short, to make effective use of PT&E dollars.

Sally Bishop: We've made the 3 year plan. Who is going to make sure we follow it?

SAC Madden stated that the T&E committee should be responsible for providing that information back to the state, RDSTF, RDSTF Executive Board, etc.

**FLORIDA DIVISION OF EMERGENCY MANAGEMENT/REGION 4
QUARTERLY MEETING SUMMARY - 2/25/11
[PAGE 3 of 3]**

Annette Doying stated that it's not enough to make a regional plan. Once it is made and acknowledged, it must be executed. It is the responsibility of the T&E workgroup to establish *how* the plan is implemented, not necessarily to implement the plan. If it's a CBRNE Detection Training course, the T&E Workgroup would identify who best agency/discipline to host, plan, and implement this training. Coordinate with Amanda on calendaring, planning the training to ensure opportunities are advertised region-wide. One deep is not sufficient for discipline committee representation.

Susan Shute, Hillsborough County Sheriff's Office suggested that if a discipline committee's representative is unable to attend a T&E Workgroup meeting, they send an alternate in their place.

Sally Bishop asked what plans we are exercising.

Annette Doying suggested that a better approach would be, "What are the high priority capabilities?"

SAC Madden stated that the absence of a fusion center in region IV is deliberate. Other fusion centers in the state are funded primarily through UASI dollars. The sustainment of fusion centers is very haphazard. If funding goes away, they will not be able to operate. If all goes as expected, Florida will only have 2 UASIs, in the near future, Tampa and Miami. It is just as easy to develop the capability with in house personnel and coordinate with Tallahassee.

Annette Doying asked about John Burke's statement that there will be a reinvigoration of the Intelligence Liaison Officer (ILO) program, which will need to be supported by training. More information is expected soon.

Dan Noah and Brian LaMarre provided handouts and spoke about the EAS. It was mentioned that "coordination call" is understood to mean a close-hold call, but a "briefing" is understood to mean that the media are in on the call. There is a new password.

Angela Allen announced that the Department of Transportation will hold a tabletop exercise to address traffic issues related to the Crosstown connector near 22nd street. The TTX will be primarily for those response agencies who would be involved in response to an accident at this connector. Trucks only ramp leaving the port going to I-4 will be the location of the exercise accident. TTX

Warren Weedon, U.S. Coast Guard announced that USCG did a TTX on oil spill in Levy County. They will be doing additional exercises going further south, will be exercising each county's plan to respond to oil spill.

The next regional emergency management meeting will be May 27, 2011 at 10:00 am at the Tampa Bay Regional Planning Council. Municipalities will be invited to attend

