



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 30, 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> - August 31, 2011 LEPC MEETING - Page 1 | Chair Ehlers |
| Agenda Item #3 | DISTRICT 8 LEPC MEMBERSHIP CHANGES - Page 1 | John Meyer |
| Agenda Item #4 | RECAP OF QUARTERLY SERC MTGS & TTF'S "PROJECT BOARD" - Page 1 | Chair Ehlers |
| Agenda Item #5 | HMEP PROGRAM - PLANNING - Page 8 | Subcomm. Chair Alan Pratt |
| Agenda Item #6 | FACILITY DISASTER PLANNING SUBCOMMITTEE - Page 8 | John Meyer |
| Agenda Item #7 | HMEP PROGRAM - TRAINING - Page 16 | Subcomm. Chair James Johnston |
| Agenda Item #8 | REGIONAL DOMESTIC SECURITY TASK FORCE - Page 16 | Amanda Shaw |
| Agenda Item #9 | CHEMICAL SAFETY BOARD VIDEO - "EXPERIMENTING WITH
DANGER" - Page 17 | John Meyer |
| Agenda Item #10 | TRAINING, WORKSHOP AND CONFERENCE OPPORTUNITIES - Page 18 | Chair Ehlers |
| Agenda Item #11 | LEPC BUSINESS - Page 27 | 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 Tier II Reporting | |
| | C. Florida Division of Emergency Management/Region 4 - Quarterly Meeting Summary | |
| | D. <i>Certificate of Appreciation</i> - Ed Murphy (formerly with Hills. Co. Emergency Mgmt.) | |
| | E. Other Business (To be Determined and/or May be Applicable) | |
| Agenda Item #12 | TAMPA BAY LEPC LOGO SHIRTS - Page 32 | Chair Ehlers |
| Agenda Item #13 | PUBLIC COMMENTS - Page 32 | Chair Ehlers |
| Agenda Item #14 | NEXT MEETING - Wednesday, February 29, 2012 | Chair Ehlers |
| Agenda Item #15 | ADJOURNMENT | |

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

Tampa Bay Local Emergency Planning Committee (LEPC), District VIII
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The following LEPC membership change(s) was/were approved at the October 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	
Chief Robert Ballou	First Aid		✓	✓			U.S. Coast Guard (Sector St. Petersburg). Due to the prior retirement of Chief Bill Ward, Captain Steven LeCroy has designated Chief Robert Ballou as his Alternate LEPC representative with St. Petersburg Fire & Rescue.
Chief Bill Ward			✓			✓	

NOTE: The membership modification(s) highlighted in yellow above (if and where applicable) signifies addition(s) to the LEPC District 8 membership. Likewise, modification(s) highlighted in gray (if and where applicable) indicates a reduction(s) 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 October 6-7, 2011. LEPC Chair Scott Ehlers and Staff Coordinator John Meyer attended. The following six pages constitute 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.

Additional Material: Meetings Recap (Pages 3-8 of these Agenda materials)
 Action Recommended: None. For Information Only.



RECAP OF OCTOBER 7, 2011 STATE EMERGENCY RESPONSE COMMISSION MEETING

The October 7, 2011 SERC meeting was held in Tallahassee at the Betty Easley Conference Center. Mr. George Danz served as meeting Chair and called the meeting to order at 10:02 a.m. Following introductions of those in attendance, David Halstead, Deputy Director of the Florida Division of Emergency Management (FDEM), acknowledged that the FDEM is now a separate entity under the Governor and no longer has any affiliation with the Florida Department of Community Affairs, which was ultimately merged under the newly-created Department of Economic Opportunity. As part of this realignment, future State Emergency Response Commission meetings are expected to be chaired by the Director of FDEM and/or their designated Alternate.

The items of business were:

- **Approval of July 8, 2011 SERC meeting Minutes.** The *Minutes* from the July 8, 2011 SERC meeting were approved unanimously on voice vote.

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 LEPC Districts. As a subset of this approval, the following change(s) was/were recognized for the District 8 LEPC membership:
 - Chief Robert Ballou replaced formerly retired Chief Bill Ward as the "Alternate" for Capt. Steven LeCroy of St. Petersburg Fire Rescue.
- **Approval of LEPC Plans.** As part of the annual FDEM/LEPC Contract, each LEPC is required to perform an annual update of their respective *Hazardous Materials Emergency Plan*. SERC unanimously approved the modified *Hazardous Materials Emergency Plans* submitted by each of the 11 LEPCs.
- **Thomas Yatabe-SERC Award Nominations and Certificates of Appreciations.** The SERC unanimously accepted and approved all individuals, agencies and organizations nominated for the "Thomas Yatabe Award" (TYA) by their respective LEPC as well as those meritorious of a Certificate of Appreciation. The TYA signifies "*outstanding contribution made in the implementation and support of the Emergency Planning and Community Right-to-Know Act through achievement(s), accomplishment(s) or superior participation in hazardous material planning or response.*" The names of nominees for LEPC District 8 are intentionally being withheld from this Recap until the Award and Certificates are publicly presented in association with the January 6, 2012 SERC meeting.
- **Draft SERC Fee and Regulation Brochure.** Mr. Paul Wotherspoon, FDEM staff, reported that "an information document" has been compiled at the prior request of SERC Member Nancy Stephens for dissemination to industries contemplating relocation to the State of Florida. This document, in the form of

a “four-panel brochure,” can be easily mailed and includes cursory information regarding the Emergency Planning and Community Right to Know Act as well as the Risk Management, Accidental Release and Toxic Release Inventory programs, including citations, rules, fees, corresponding web sites addresses and contact names/telephone numbers.

- **Legislative and Rule Changes.** Mr. Paul Wotherspoon, FDEM staff, advised the SERC members that Chapter 252.85, F.S. currently establishes a finite fee structure for imposing penalties on industry(ies) not reporting in a timely manner and highlighted how these penalties can exponentially increase with time lapsed. Noting that the Technological Hazards Section (of FDEM) is more concerned with “bringing facilities into compliance” rather than potentially imposing a lucrative financial penalties, FDEM staff is currently evaluating legislative revisions which would allow flexibility in determining the extent of penalty to be imposed. This would or could include an amnesty program for first time registrants. SERC supported FDEM staff’s intentions and unanimously approved the seeking of such modifications.
- **Hazardous Materials Awareness Week.** The SERC unanimously declared the week of January 22-28, 2012 as Hazardous Materials Awareness Week. This year’s theme will be “Mercury Awareness and Education.” FDEM staff indicated that they will make every effort to provide the Governor’s *Proclamation* of such as expeditiously as possible to serve as advisement to the Cities and Counties within the State.

REPORTS

- **Report on April 2012 National Association of SARA Title III Program Officials (NASTTPO) Conference.** FDEM staff advised that the 2012 NASTTPO Conference has been scheduled at the Trade Winds Resort in St. Pete Beach on April 25-27, 2012. A block of 140± rooms is being reserved for this event on a first-come-first-served basis. The SERC’s quarterly meeting has been scheduled to immediately precede this event (i.e. April 23-24, 2012).
- **SERC’s Training Task Force (TTF).** Aside from some of the above recognized items, the following highlights of the October 6, 2011 TTF meeting were identified by Don Sessions, TTF Chair:
 - Teleconferences. TTF Chair Don Sessions indicated that teleconferences were held on August 31 and September 14, 2011, primarily to discuss the “*TTF Capability Assessment Tool for Types II & III Hazmat Teams*” and discussion regarding modification(s) to the “score sheet” associated with the SERC Hazmat training guidelines in order to better assess potential training vendors, respectively.
 - Approval of revisions for Types II and III Hazardous Materials Team Assessments. Approved the modifications proposed and most recently discussed in the August 31st teleconference with one minor revision. TTF Member Matt Marshall inquired whether HMEP Planning/Training money could be utilized to conduct the required self assessment of capabilities for the non State-funded hazmat teams. FDEM staff indicated they will evaluate whether HMEP funds can be used for these purposes and/or whether additional State funds could be made available.
 - Report on SERC Hazardous Materials Training Guidelines. Several TTF members met in the afternoon of October 6th to further discuss training guidelines and measures which would/may affect the selection of future training vendors. It was acknowledged that the State Training Plan would need to be modified to reflect any/all revisions.

- Report on the modification of the SERC Public Safety Sampling Standard Operating Guidelines. The Department of Health continues to provide “Chem Bio Hazards” training and highlights the importance of hazmat teams collecting, packaging and screening the first samples of suspect biological powder incidents for immediate delivery to the State laboratory for prompt analysis. Hazmat teams can conduct field evaluations and risk assessment of any remnants of the unknown chemical to determine immediate actions which may be necessary to alleviate and/or eliminate the risk and exposure to the public. The processes need to be published so that the hazmat incident command, FDLE & DOH understand the procedures and can universally disseminate appropriate direction to the media on an as needed basis.
 - Discussion of (potential) Hazardous Materials Training Symposium. Noting the broad array of hazardous materials knowledge, talents and expertise that exists within the State and acknowledging the commonality of dwindling travel budgets, discussion ensued about the possibility of conducting an annual training symposium which could be hosted centrally within Florida. It would be anticipated that such an event would benefit a much broader audience of Florida first responders than travel annually to Baltimore, MD to attend a similar venue. Partnering the potential symposium with an established Conference (e.g. Fire Rescue East) would undoubtedly reduce program costs and significantly bolster anticipated Statewide participation levels. If such event does come to fruition, a determination would need to be made regarding the possible utilization of HMEP/Training dollars to assist in the funding the travel costs associated with the numerous presenters as well as participation of local members.
 - SERC’s Training Task Force (TTF) “Project Board.” FDEM staff modified the TTF Project Board to reflect two new initiatives [see below] and completion of a third. The Board consists of the name of the initiative, the status of the initiative, a brief description and the lead party(ies). The Board is accessible from FDEM’s website (www.floridadisaster.org/hazmat/serc/training.htm).
 - New Initiative #1 (for Project Board): “Hazmat Teams Justification” (or comparably titled). In these economic times, governments are constantly seeking ways to reduce costs. It is being rumored that consideration is being granted about the possibility of merging (or consolidating) some of the 28 State-funded hazmat teams. Chief Mike Murphy reminded the membership that it was, at least in part, the SERC’s 1994 endorsement which initially lead to the creation of the multiple hazmat teams capable of responding to any/all Statewide hazmat incidents within one hour, as intended. With the premonition that any such merging/consolidation would exacerbate vulnerabilities and capability gaps, Chief Murphy suggested pro-actively developing a policy/plan designed to stave off the possible merger/consolidation in order to maintain SERC’s prior vision.
 - New Initiative #2 (for Project Board): “Bomb Squad/Hazmat Team Integration” (or comparably titled). Chief Murphy suggested that recommendations/standards should be developed to address the extent of hazmat team involvement (in terms of number of hazmat team members and type of equipment to be transported) when accompanying the Bomb Squad to bomb threats.
 - Next Scheduled TTF Conference Calls. The quarterly TTF conference calls have been scheduled for November 17th (1:30 p.m.) and December 14th (1:30 p.m.).
- **Financial Status Report.** Mr. Sam Brackett, FDEM staff, reported that the SERC Agenda materials contained numerous tables and graphs depicting a comparison of the various revenues and expenditures associated with FDEM’s Hazardous Materials Planning and Risk Management Planning Programs over the past two years.

- 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 June 1, 2011 and August 31, 2011. Such Reports documented these incidents and portrayed the number of persons evacuated, injured or deceased down to LEPC District and ultimately County 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.	6/13/11	FF	Carbon Monoxide	Unknown	Private Residence	0	7	0
	7/22/11	TR	Natural Gas	288,640	Pipeline	6	0	0
	8/29/11	FF	Unknown	Unknown	Post Office	3	3	0
Manatee	6/21/11	TR	Gasoline or Diesel Fuel	Unknown	Traffic Accident	0	0	2
Pasco	None Identified							
Pinellas	7/23/11	FF	Natural Gas	Unknown	Private Residence	5	0	0
	7/28/11	TR	Natural Gas	Unknown	Pipeline	31	0	0
	8/26/11	FF	Natural Gas	Unknown	Mobile Home Park	0	4	0
TOTAL →						45	14	2

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

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

- Annual revenues received monthly by the EPCRA & RMP programs from 2009-10 to current;
 - Detailed breakdown of appropriations for the Hazardous Materials Planning & Risk Management Planning Programs from FY 2010-11 to current;
 - Potential Section 304 Investigations identified by County and date;
 - annual comparison of the Statewide number of Hazardous Materials Incidents Reports since 1999;
 - comparison of hazardous materials incidents reports by District (from Sept. 1, 2010 - Aug. 31, 2011);
 - monthly enumeration of Hazardous Materials Incident Reports since 2001;
 - *Total Chemical Inventory* by District;
 - quarterly quantification of statewide *Notices of Violation/Second Notices* (since June 2008); and
 - quantification of the number of calls received by the Department for Technical Assistance by month since September 2010.
- Update on LEPC Activities.** Additionally serving as the Chair of the LEPC Staff/Chairs, Mr. George Danz reported that Ms. Linda McWhorter, FDEM staff, made a brief presentation requesting that all LEPCs post their HMEP-funded training events (as well as all other applicable training venues) on the State Training Calendar. Individuals desiring to attend a particular training event are would be encouraged to pre-register electronically through the system. The new software will allow for Certificates to be issued upon completion of the course and verification by the Instructor(s). A pilot program to test the new software capabilities and limitations will go into effect in November. It is anticipated that the system will go “live” in January 2012.

Chair Danz indicated that the majority of accomplishments achieved by each LEPC is captured in the *Hazmatters* section of the backup SERC Agenda materials.

The following serve as accomplishments documented by LEPC District 8 staff, primarily for the period of June - August 2011:

- District 8 was involved in a number of HMEP and LEPC co-sponsored activities during the quarter. Staff attended the Quarterly SERC meetings held in Pensacola at Pensacola City Hall on July 7-8, 2011 and conducted the District 8 LEPC meeting on August 31, 2011. Staff additionally attended the FDEM Region 4 quarterly meeting held at the Tampa Bay Regional Planning Council on August 26, 2011 under the leadership of Mr. Paul Siddall. District 8's next LEPC meeting is scheduled for November 30, 2011.
- The LEPC's Facility Disaster Planning Subcommittee (FDPS) met on August 18, 2011. Invigorated with renewed interest and additional members, Subcommittee members briefly highlighted some of the past FDPS accomplishments for the benefit of new attendees/members, including a presentation of the recently-completed Tier II quality control assessment/initiative, solicited ideas about a possible refinement of Subcommittee purpose, and strategized about future potential training sessions. Training venues included the conduct of a Facility Disaster Preparedness Forum on July 14th with a second, identically-themed, Forum scheduled for September 7th. The Forum would be best characterized as a facilitated interaction between hazardous material facility representatives as well as members of the First Responder community (and others) regarding pre- and post-disaster planning initiatives and objectives.
- LEPC staff and/or member(s) participated in a series of teleconferences administered by the Florida Division of Emergency Management regarding Training Task Force initiatives (June 15 & August 31, 2011) as well as a HMEP Financial Webinar (June 16th).
- Several Hazardous Materials Emergency Planning (HMEP) program courses have been scheduled and have been or will be conducted prior to the end of the Quarter. Those courses consist of: 8 Hr. Hazardous Materials Containers 101 (Pinellas County); a 40 Hr. Hazmat Technicians/IC (Manatee County); 8 Hr. OSHA Hazwoper Refresher (Hillsborough County); and 24 Hr. Life Safety & Command (Manatee County).
- Staff represented the Tampa Bay LEPC at the July 12, 2011 meeting of the Tampa Bay Spill Committee and the U.S. Coast Guard Area Committee which immediately followed.
- The Pinellas Police Standards Council (PPSC) continues to meet at the TBRPC under LEPC sponsorship. Staff assisted with the June 8, July 13 & August 10, 2011 PPSC meetings.
- The Preventative Radiological Nuclear Detection Committee also met on August 3, 2011 at the TBRPC offices under LEPC sponsorship.
- Staff and/or various LEPC members attended the Ammonia Handlers/Operators meetings held on June 28 (@ Kinder Morgan), July 26 (@ CF Industries) and August 23, 2011 (@ CF Industries). The meetings are essentially rotationally located and are focused on discussing initiatives and activities of the ammonia operations facilities located within or adjacent to the Port of Tampa.
- The LEPC website (i.e. www.tbrpc.org/lepc) is routinely and frequently updated to ensure all activities and initiatives of the LEPC are current.

OTHER BUSINESS

- Mr. Paul Wotherspoon, FDEM staff, advised SERC members that EPA regulations concerning Ammonium Nitrate have recently become more stringent. Purchasers and sellers will now be more heavily regulated and can file the newly-required "paperwork" electronically.

COMMENTS & ADJOURNMENT.

- **Next Meeting.** It was announced that the next SERC meeting will be held in Altamonte Springs at the offices of the East Central Florida Regional Planning Council on January 6, 2012. In addition, members were reminded that the April SERC meeting will be held on April 24, 2012 at the Trade Winds Resort in St. Pete Beach and that the NASTTPO Conference will immediately follow on April 25-27, 2012.
- **Adjournment.** Following a motion and a second, the SERC meeting was adjourned at 10:54 a.m.

SERC's TRAINING TASK FORCE "PROJECT BOARD"

Florida SERC Training Task Force – Project Board								
Updated: November 17, 2011								
	RESOURCES (RES)	PUBLICATIONS (PUB)	TRAINING (TRN)	UPDATES (UP)	NEEDS ANALYSIS (NDS)	FUNDING (FUN)	STANDARDS & CERTIFICATIONS (STD)	SYSTEMS & RELATIONSHIPS (SYS)
Active Projects	<p>TTF Web Page and Project Summaries DEM Feb 2011</p> <p>Awareness Level Training for White Powder SOP DOH July 2011</p>	<p>Sampling Protocol DOH and DEM staff</p>	<p>First Responder Best Practices for RAD event Marshall/TJ Smith Jan 2011</p> <p>Hazmat training Guidelines (revised) Lamm/Colson/Marshall/Chappel April 2011</p> <p>Hazmat Training Symposium Lamm/Boyer/Ehlers/Nonaka/Chappel/Smith October 2011</p>	<p>Mass Technical Decon Assessment FLAHR/FSFC Feb 2011</p> <p>Model Procedure for Hazmat Team NIMS Compliance District 7 July 2011</p> <p>Hazmat/Florida FOG ICS Crosswalk DEM Staff July 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>Capability Assessments Marshall/SFM/DEM Jan 2011</p>	<p>Secure Portal for Access to TTF Products Kohler/Nelson April 2011</p> <p>Develop SME Database Dilks Jan 2011</p> <p>Hazmat Team Marketing Murphy Jan 2012</p>	
Monitoring Projects	<p>RES – Reprinting Template for Responders Model Report System DeFrancesco</p> <p>RES – Mainline FFCA/FLAHR website for TTF responders DeFrancesco</p> <p>RES – IR Spec & RAIMAN Long Term Cost & Maintenance Dan Smith/Silvercuppa</p> <p>RES – RID Model SOP & Long-term Cost and Maintenance FLAHR</p>	<p>PUB – Hazmat FOG FLAHR</p>	<p>TRN – E-Plan Training Materials Marshall</p>	<p>UP – HIMS Upgrade Provide additional detail DEM Staff/Murphy</p>	<p>NDS – LEPC Top 5 Needs Weiss/Lecobaronis Initial Listing-Jan. 2008</p>			
Completed Projects	<p>Chemistry in Schools Program</p>	<p>Medical Treatment Protocols April 2010</p> <p>Radiological Screening Response Procedure Charlie Boyd April 2010</p>	<p>TRN – Ops Level Training Program DEM Staff June 2010</p> <p>Hazmat Training Guidelines</p> <p>TRN – 3 Non-Routine Hazards FSFC-Schell Ongoing Monitoring</p>		<p>Review ORE Deficiencies Dan Smith/Mundy Feb 2011</p>	<p>Support SHSCP Grant Assessment Process SFM</p>	<p>Define Tox-Medic Murphy</p> <p>Pro Board Certification FSFC – Bosky Feb 2011</p>	<p>Health & DEP Detection Support Capabilities Jacobs</p>

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**

John Meyer

The LEPC's Facility Disaster Planning Subcommittee (FDPS) met on October 20, 2011, a *Recap* of which is attached (**Pages 10-13**). In addition, several Subcommittee members hosted the second (of two) "Facility Disaster Preparedness Forum" at the offices of the TBRPC/LEPC on September 7, 2011. The Forum would be characterized as an interaction of attendees representing both the public and private sectors of the hazardous material industry, as well as first responders. The discussion spanned the spectrum from pre-disaster hazardous materials planning to post-disaster recovery considerations from an areawide natural disaster. A total of 10 attended the Forum. A *Recap* of the September 7th Facility Disaster Preparedness Forum is also attached on **Pages 14-16** of these Agenda materials.

Additional Materials: Meeting *Recap* of October 20, 2011 Subcommittee Meeting & *Recap* of the September 7, 2011 Facility Disaster Preparedness Forum
Action Recommended: None. For Information Only.

FACILITY DISASTER PLANNING SUBCOMMITTEE MEETING SUMMARY - 10/20/11
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**FACILITY DISASTER
PLANNING SUBCOMMITTEE**
RECAP
October 20, 2011 Meeting

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

Attendees (Present) - Ed Kinley (Universal Waste & Transit), Gary Dunmeyer (Harcros Chemicals), Ken Cole (Chemical Formulators), Stephanie McDannold (Unified Recovery Group), Jennifer Garwood (Progress Energy), Tricia Williams (HRP Associates) & John Meyer (LEPC 8 Staff/TBRPC)

Attendees (via Spkrph.) - Nic Howard (SCS Engineering)

1. DISCUSSION OF ITEMS ASSOCIATED WITH PRIOR (AUGUST 18, 2011) FACILITY DISASTER PLANNING SUBCOMMITTEE MEETING.

Mr. John Meyer advised Subcommittee members of the primary discussion items from the August Subcommittee meeting and provided updates, where appropriate or applicable.

Those discussions were: Tier II Quality Control Initiative; highlights of the July 14th Facility Disaster Preparedness Forum; need for Better Coordination/Coordination with the local fire departments; annual Tampa Bay Hazardous Materials Emergency Plan update procedures; and status of the "Memorandum of Understanding" (MOU) between the SERC/FDEM and the LEPCs and Fire Depts.

Mr. Meyer reminded members that the MOU is intended to exempt facilities from the continued obligation to submit hard copies of Tier II reports to the LEPC(s) and local fire department(s) **IF** a facility prepared and submitted the information through the State's designated software program [currently the Florida Hazardous Materials Information System - www.floridahmis.org] **AND** the terms of the MOU were accepted by the respective LEPC(s) and local fire department(s). Mr. Meyer did confirm that, as of today (i.e. 10/20/11), LEPC District 8 has yet to receive the MOU for formal consideration.

Mr. Meyer additionally informed the members, as a side note, that the FDEM is currently preparing an EPA grant application for submittal. If awarded, major changes (and benefits) would be anticipated for the State's electronic filing program and procedures. This could and would include the ability for companies to prepare their annual inventories using the "Tier II Submit" program that most industry folks are already accustomed to and then, when complete, upload to the State's system. If this process were to be initiated, Tier II information retrieval by the facility, the LEPC and/or the local fire department would be much quicker and simpler.

Ms. Jennifer Garwood inquired whether changes to the electronic filing procedures (or program) would necessitate re-consideration of potential acceptance of MOU terms by the LEPCs and Fire Departments. Mr. Meyer speculated that would probably be the case since it is anticipated that the MOU will specifically identify the current system being utilized (i.e. www.floridahmis.org) and that any deviation from these terms must be additionally considered and approved by the respective agencies.

FACILITY DISASTER PLANNING SUBCOMMITTEE MEETING SUMMARY - 10/20/11
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Ms. Garwood concluded the discussion of this item by mentioning that their North Carolina facilities enter their inventories directly into the E-Plan program.

2. RECAP OF SEPTEMBER 7, 2011 FACILITY DISASTER PREPAREDNESS FORUM.

Subcommittee members Chet Klinger and John Meyer conducted the Second of two Facility Disaster Preparedness Forums on September 7, 2011 at the Council/LEPC Offices. More than 10 were in attendance. The Forum was *“designed to promote interaction between representatives of facilities storing hazmats, first responders and others regarding preparations prior to and following area-wide natural disasters.”*

Invaluable insight and input was provided by those in attendance, which included:

- ✓ Most hazardous materials facilities have *Emergency Response Plans* but not all have a *Business Continuity Plans*, which are designed to address anticipated company functions, needs and actions following a disaster (both short- and long-term). For both Plans to functionally co-exist, there needs to be a concerted effort for communication, coordination and integration between respective departments & personnel;
- ✓ Exercises serve a critical component in proper disaster planning and preparation by testing the various facets of facility plans and allow facilities to self-assess their weaknesses, gaps and vulnerabilities without consequence;
- ✓ In an effort to improve facility Plans, Department of Homeland Security staff has indicated their willingness to assist facilities in determining their risks and vulnerabilities “using state-of-the-art technologies” for simulating hazardous materials releases;
- ✓ It is becoming an industry-wide initiative for facilities to explore replacing the use of some Extremely Hazardous Substances in their processes (e.g. chlorine, sulfur dioxide...) in favor of the use less dangerous alternatives, where possible and economically feasible. Facilities embarking on this measure have often seen significant cost savings in terms of facility design & engineering controls, personnel training, permitting & regulatory compliance;
- ✓ While a facility itself may not sustain considerable damage from a natural disaster, significant dangers may be presented by adjacent (or nearby) facilities. Thorough planning would necessitate pre-coordination with neighboring facilities;
- ✓ Many facilities will be relying on the same vender or contractor to assist with recovery/restoration activities following a disaster. There will be a particular “pecking order” that will be instituted by each of these resources that will ultimately dictate their true response time;
- ✓ Facilities capable of offering amenities (e.g. food, lodging, water, child care, laundry...) to affected employees (and their families) following a disaster may be more successful of enticing their return earlier than may otherwise occur; and
- ✓ Post Disaster Pre-Arranged Agreements may involve: communications, media updates, safety & security, Engineering controls, environmental assessment, equipment rental companies, equipment suppliers, utilities restoration, food & ice suppliers, off-site meeting locations and business supplies, transport services, and social/human service organizations.

3. SOLICITATION OF NEW FACILITY DISASTER SUBCOMMITTEE CHAIR

Mr. John Meyer reminded Subcommittee members that Mr. Chet Klinger assumed the position of Subcommittee Chair on an “Interim” basis. As most Subcommittee members already know, Mr. Klinger retired a couple of years ago but has been keeping even busier with all of his volunteering activities. More recently, Chet has additionally registered as a “Substitute Teacher” for the Pinellas County School System. Unfortunately, he is typically only notified of the teaching opportunities a day or two in advance, hence his non-attendance today. With that being said, Mr. Meyer solicited the interest levels of those in attendance in potentially assuming this position. No one affirmatively responded, at least at this point.

Mr. Ed Kinley advised the Subcommittee that Chet has been the guiding force that has kept this Subcommittee together and active and acknowledged that it is invigorating to welcome new members to this Subcommittee (some in attendance today) with fresh new ideas and input. Mr. Kinley optimistically stated that, perhaps given the rejuvenation of the Subcommittee through new membership, Mr. Klinger may be willing to “maintain the reigns” just a little bit longer until, perhaps, a new member develops a comfort level with the Subcommittee, their initiatives and focus, as well as realization of the lack of significant demands placed on the “Subcommittee Chair” position.

Subcommittee members in attendance agreed that it would be appropriate to table further discussion of this item until the next meeting.

4. POTENTIAL/FUTURE SUBCOMMITTEE INITIATIVES

Review 2010 Tier II Reports - The possibility of conducting a quality control assessment of the 2010 Tier II reports was previously mentioned as a possible Subcommittee initiative. Mr. Meyer reminded members that Paul Wotherspoon (FDEM staff) participated in our last Subcommittee meeting (i.e. on 8/18/11) and indicated his appreciation of our venture. As a matter of fact, Mr. Wotherspoon indicated that the quality assessment of Tier II forms may become a biennial requirement for the LEPCs in the “off years” when they are not responsible for conducting an exercise. Mr. Meyer indicated that the LEPC is responsible for conducting an exercise this year. If this were to become a LEPC requirement and we conducted this initiative again this year, that would mean that this initiative would have been conducted three years in a row.

Expansion of E-mail Contact List - Mr. Meyer identified that many e-mails addresses were obtained while evaluating the 2009 Tier II forms. The e-mail addresses are an “optional” field identified on the forms and were only provided in about 15 percent of the forms. However, contact names and telephone numbers are required on all Tier II submittals. Subcommittee members could participate in contacting each facility individually in order to acquire e-mail contact information. The perceived benefit would be for future notification purposes of, perhaps, workshops, changes to reporting thresholds or requirements...

Promotion efforts of the “Mercury Awareness & Dangers” theme during Hazardous Materials Awareness Week (i.e. January 22-28, 2012) - Mr. Meyer acknowledged that different hazardous materials themes are selected each year with the intention of promoting the specific topic. Some of the information will be prepared for statewide distribution and dissemination and other information and/or tasks are to be determined locally through the LEPCs. As advised above, this year’s theme is “Mercury Awareness & Dangers” and the *official* Hazardous Materials Awareness Week will be January 22-28, 2012.

Florida Business Disaster Survival Kit - Mr. Meyer advised that the Tampa Bay Regional Planning Council is in recent recipient of a grant to, among many other objectives, turn the *Facility Business Disaster Survival Kit* (FBDSK) over the Florida Division of Emergency Management for hosting on their website. To coincide with this particular deliverable, the Tampa Bay Regional Planning Council Emergency Management Program staff will be soliciting written recommendations for FBDSK improvements prior to transmittal. Acknowledging that a small component of the FBDSK already exists to address hazardous material planning, Subcommittee members previously suggested that bolstering this Section may serve as a great resource for the business industry to better plan for business continuity operations. Although specific suggested refinements were not formerly prepared in great detail by the Subcommittee, members Mr. Bob Westly (SCS Engineers) and Ms. Thea Dunmire (ENLAR) were integral in this initial venture. It is understood that awarding subgrant(s) to facilitate the integration of these improvements may exist. For more information ,

please contact Betti Johnson at betti@tbrpc.org or via phone at 727/570-5151 ext. 39.

Conduct of Future Workshops - Two topics were identified as potential workshop topics. The first, as recognized in one of the recent Forum sessions, was the need for a presentation on Tidal Surges. The second topic was the potential for an informational session by the Department of Homeland Security staff to identify the resources they may provide facilities in hazardous materials planning and, in particular, hazardous release simulations. Mr. Ed Kinley suggested that the Subcommittee should conduct a minimum of two workshops (in addition to the annual EPCRA workshops).

5. OTHER ISSUES/COMMENTS

Future Subcommittee Meetings - Subcommittee members decided to maintain the same criteria applied in 2011 when determining the 2012 FDPS meeting schedule in terms of frequency (i.e. Quarterly - 3rd Thursdays of January, April, July & October) and time (i.e. 11:00 a.m. - 1:00 p.m.). Based on these parameters, the schedule for Facility Disaster Planning Subcommittee meetings during 2012 is: **January 19th, April 19th, July 19th and October 18th**, all from 11:00 a.m. - 1:00 p.m. at the offices of the Tampa Bay Regional Planning Council/LEPC District 8.

Universal Credentialing - Mr. Kinley inquired about the status of the issue of "Universal Credentialing" which was identified during one of the recent Forums. Mr. Meyer mentioned that it is his intention to bring this issue up for discussion during a Training Task Force teleconference but interim conversations with his LEPC colleagues have revealed that this issue has previously surfaced in which they advised that several factors need to be overcome before meeting this objectives. This includes the need to identify a single agency to conduct the credentialing process, the source of funding for the credentialing process, and to identify the agency responsible for maintaining the database of credentialed parties.

Ms. Stephanie McDannold indicated that the Florida Division of Emergency Management staff (i.e. John Cherry & Chuck Hagan) are in the early stages of orchestrating a Subcommittee to evaluate this very topic. It is evident that the Sheriffs Offices, the Retailers Association and County staffs will all be critical players in this future Subcommittee. With the understanding that Ms. McDannold will be participating on this Subcommittee, Mr. Meyer inquired whether she provide periodic updates on the status of this initiative at future Facility Disaster Planning Subcommittee meetings and to notify when LEPC District 8 and/or the Facility Disaster Planning Subcommittee can be of assistance in this venture.

Chemical Formulators Exercise - Mr. Ken Cole affirmed that the conduct of exercises are key to the preparation of facilities for hazardous materials incidents. In coordination with U.S. Coast Guard staff and the staffs of Tampa Fire Department, Tampa Police Department, Hillsborough County Emergency Management (and others), Chemical Formulators recently conducted a thorough exercise testing many components of their Facility Plan and current capabilities. Part of the exercise involved the use of plume modeling to determine vulnerable areas and facilities.

Mr. Meyer identified that a Plume Modeling component is being added to E-Plan, which is system utilized by most first responders when arriving at the scene of a hazardous materials incident.

"Call 8-1-1 Before You Dig" - Mr. Nic Howard identified that FDEM staff prepared a "Call 811 Before You Dig" presentation in association with the recently-held LEPC District 1 meeting. Mr. Kinley liked the topic and suggested that consideration be granted about the possibility of hosting a similar presentation at a future LEPC District 8 meeting.

The meeting was adjourned at 12:25 p.m.



FACILITY DISASTER PREPAREDNESS FORUM - SEPTEMBER 7, 2011 - RECAP -

A Facility Disaster Preparedness Forum was conducted on Wednesday, September 7, 2011 at the offices of the Tampa Bay Regional Planning Council/Local Emergency Planning Committee District 8 from 2:00 - 3:30 p.m.

A total of nine were in attendance representing various facets of the hazardous material industries from facility representatives and/or consultants to responders. While one or more facilities had a second representative, the following constitute their allegiances:

Catalina Marketing	Harcros Chemicals
Chapters Health	Hillsborough County Utilities
Covanta Energy	Progress Energy
Department of Homeland Security/ Infrastructure Protection	Tampa Port Authority

The scheduling of the second forum was not arbitrary. It was strategically scheduled near the peak of the 2011 hurricane season, considering hurricanes are one of the more formidable disasters which could pose catastrophic damage and significant risk to hazardous materials facilities, their employees and the neighboring communities. Preparing for and recovering from natural disasters (including hurricanes) requires a significant amount of pre-planning by the hazardous materials industry and others.

The meeting was facilitated by the LEPC's Facilities Disaster Planning Subcommittee Chair Chet Klinger. The forum style of the meeting would be characterized by the introduction of various hazardous materials disaster planning/preparedness topics stimulating the thought process, participant interaction, and sharing of information and ideas from those in attendance.

SCOPE OF PLANNING

- Most companies in the hazardous materials industry have *Emergency Response Plans* since they are essentially required by various regulatory agencies. However, not all have *Business Continuity Plans*, which describe the company functions and pre-requisites to allow affected facilities to continue operations immediately following a disaster. *Disaster Recovery Plans* were previously (and primarily) associated with functions of the Information Technology (IT) departments. For all these Plans to co-exist and be effective, there has to be a concerted effort for communication, coordination and integration of all departments and personnel. Successful Plans also address areawide issues.
- Exercises (tabletop or full-scale) serve a specific and important purpose. They allow facilities to "test" the various components of their Plans by self-assessing their weaknesses, gaps and/or vulnerabilities without consequence. Each facility should prioritize their vulnerabilities and test their Plans periodically.
- Using state-of-the-art technology for modeling hazardous materials releases, Department of Homeland Security staff indicated their ability to assist facilities in determining their potential risks and vulnerabilities in an effort to improve facility Plans and preparedness.

- Several of the facilities (e.g. Hillsborough County Utilities & Harcros Chemicals) acknowledged implementing recent change(s) to allow the substitution of less-hazardous substances in their processes in lieu of more hazardous materials (e.g. chlorine and sulfur dioxide). The process of substituting less-dangerous chemicals appears to be becoming more prevalent and an industry-wide initiative, where and when feasible. Such facility actions are demonstrating significant cost savings in facility designs and engineering controls, personnel training, permitting and regulatory compliance.
- Although a facility may not be significantly affected by a natural disaster, considerable damage to adjacent facility(ies) may pose a significant risk to the unaffected facility and/or employees and their ability to operate and work. Customers and investors can get very nervous and go elsewhere if the business(es) they depend upon suffer too many frequent or extended periods of business interruptions attributed to their own actions or others.
- Often times, facilities do not test/maintain their generators on a periodic basis and, when really needed during long-term power outages, the generator(s) does not work.
- Employees' homes are sometimes damaged or services significantly affected by disasters. Facilities may consider offering amenities (e.g. food, lodging, water, child care, laundry...) as a means of enticing an employee to return to work.
- Facility Re-entry Initial Assessment Teams are often deployed to affected areas immediately following a disaster to assess the extent and magnitude of property damages and potential business losses and to determine the hazards and risks that may be posed on returning facility personnel. If not safe to return, Team members assess what needs to be done to allow for their safe return. Company top management needs input from the "field teams" to map out a phased-back business recovery strategy. Such strategy will be employed at the Port of Tampa following a disaster, where the team is known as the "Push Team."
- While all facilities should have a limited capability to eradicate the risks resulting from a disaster, the true capabilities would be contingent upon the severity and type of disaster (e.g. wind, water, flooding, fire, chemical, civil or military action...).
- Most facilities (and *Facility Response Plans*) usually rely on the same local contractor(s)/vendor(s) to provide services in the event of a disaster. However, where a particular facility is in the "pecking order," the business response would be totally dependent upon the expected response times of suppliers of services, manpower, material and equipment and how long the business may be without even the basic services such as utilities, sewer, water, etc. Most facilities attending the Forum acknowledged that their Plans are geared to the lack of services and supplies for a 72-hour (3 day) period.
- Pre-disaster Pre-Arranged Agreements should be considered with: local public emergency responders (Hazmat, fire, police, EMS, local hospitals) as well as in-area and out-of-area private emergency response contractors (spill response companies, hazwaste transporters, solid waste pickup services, environmental labs, rental companies, and human service agencies such as the American Red Cross, hospitals and Hospice organizations, to name a few). Noting that local resources may be overtaxed and pulled away immediately following a disaster, consideration should be granted for resources in other portions of the State (or Nation) which would likely not be affected by the same disaster.
- Costs associated with pre-arranged Agreements vary by the service requested and timing of services. Services will always cost more when in high demand like following a disaster. Pre-planning for these services could significantly minimize the costs of services and supplies following disasters.

- Post-Disaster Pre-Arranged Agreement may also include:
 - ✓ communications
 - ✓ media updates
 - ✓ safety & security measures
 - ✓ Engineering controls
 - ✓ environmental assessment
 - ✓ equipment rental companies
 - ✓ equipment suppliers (e.g. tarps, vacs, blowers, heavy equipment...)
 - ✓ utilities restoration
 - ✓ food handlers, suppliers, ice (a precious commodity following disasters)
 - ✓ off-site meeting locations and supplies for business managers
 - ✓ transport services (e.g. tankers, haulers, motor carriers...)
 - ✓ social/human service organizations (e.g. Red Cross, Hospice, Religious Leaders...) helping with the physical, mental, emotional & spiritual needs of individuals and groups of people grieving losses or suffering post-traumatic syndrome or emergency response stress associated with a disaster

LESSONS FROM EXPERIENCE

- Many times, facilities with offices located elsewhere in the State (or nation), will temporarily relocate management operations for a devastated facility while recovery efforts are taking place. This aids in the continuity of operations and would avail resources that may otherwise not be available locally due to the disaster (communications, power, utilities...). Other smaller facilities may never reopen.
- It was recognized that facilities could obtain Yellow Page Phone Books from various locations across the State to pre-coordinate the supply of comparable resources that may not be available locally immediately following a disaster although delivery of these out-of-area resources to an affected facility may be jeopardized by the impending damage and/or numerous anticipated re-entry barricades and/or road blocks.
- Curfews will be implemented during significant disasters to prevent possible looting and ensure the safety of residents and employees.
- Developing and maintaining a “Credentialing” system for entering disaster areas thus far, state-wide or regionally, seems cost-prohibitive and the agency(ies) in charge have not been determined.
- VHF radios are an effective form of communication intended to be used following a disaster at the Port of Tampa. The radios will assist by allowing communication with (and amongst) facilities that may remain open and operational. Text messaging has also proven to be a reliable form of communication following disasters such as Hurricanes Katrina & Irene.
- Even if not damaged, battery-operated and power dependent cell phone towers still need to be periodically energized following a disaster to ensure their service. If a cell phone company were to send a generator out to a tower, who would ensure that the generator would not be stolen?

The Forum concluded with an explanation of the LEPC’s Facility Disaster Planning Subcommittee (FDPS), its mission and prior training venues. LEPC Staff Coordinator John Meyer emphasized that the FDPS is always seeking new members for invigoration and to share some new ideas. The FDPS typically meets quarterly about one month prior to each scheduled LEPC meeting. Forum attendees were encouraged to provide their e-mails addresses on the bottom of the evaluation form to be notified of future FDPS meetings and/or signify their interest in membership. Some attendees acknowledged their intention and desire to be part of the work the LEPC’s FDPS is doing, but neglected to include name and/or contact information. Any such attendees reading this *Recap* should contact John Meyer at 727/570-5151 ext. 29 or via e-mail at johnm@tbrpc.org.

LEPC District 8 has been allotted a \$35,304 Subgrant from the Federal Department of Transportation Hazardous Materials Emergency Preparedness (HMEP) grant fund through the Florida Division of Emergency Management. This funding level is slightly different than received in recent years and is essentially a proration of a nine-month Contract period and was established with the intention of synchronizing all FDEM-administered Contracts to the State Fiscal Year (ending June 30, 2012). These funds are intended to bolster hazardous materials response training opportunities (with a transportation component) for first responders. It is anticipated that future HMEP Contracts will be restored to an annual basis following the current Contract. The following Table identifies the training schedule by quarter within District 8. Those course(s) appearing in *italics*, if applicable, 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. HMEP Training Subcommittee Chair James Johnston suggested that it would be appropriate to convene a meeting of the Training Subcommittee on February 29, 2012 at 9:30 a.m. to coincide with that The next Training meeting has been scheduled for Wednesday, November 30, 2011 at 9:30 a.m. at the Council offices. The intent of the Training Subcommittee meetings will be to strategize training opportunities and/or courses desired for the Region during the shortened Contract period.

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

Quarter	Date	Name	Expenses	Cumulative	Remaining
	BASE FUNDING UNDER 2011-12 HMEP CONTRACT				\$35,304.00
1	10/25-27/11	Anhydrous Ammonia Refresher Training, Pinellas Co.	\$3,200.00	\$ 3,200.00	\$32,104.00
	10/26-27/11	E-Plan Users Conf. (Greg Lindgren)@Charlotte, NC	\$ 587.30	\$ 3,787.30	\$31,516.70
	12/31/11	1 st Qtr Admin. Expenses/Oct.-Dec., 2011* <Estimated>	\$1,200.00	\$ 4,987.30	\$30,316.70
2	3/31/12	2 nd Qtr Admin. Expenses/Jan.-March, 2012* <Actual>			
3	6/30/12	3 rd Qtr Admin. Expenses/April-June, 2012* <Actual>			

* Admin. 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.

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) Rick Ramirez. 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.

2012 Interoperable Communications Functional Exercise

This functional exercise will take place in the Spring of 2012 and will build on the lessons learned during the 2011 Interoperable Communications functional exercise, Region 4 ClearComm. The location and date will be announced at a later date. Region 4 has been selected as the pilot site for validation of National Emergency Communications Plan (NECP) Goal 3, which will be validated during the exercise. The exercise scenario will involve an interruption of and failure of communications systems during the Republican National Convention.

Agroterrorism Exercise

Region 4 will be hosting a full-scale agroterrorism based exercise on December 6 in Polk County. The final planning conference for this exercise will take place on November 8. The scenario will involve a release of chlorine in an agricultural area where there are cattle.

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

Agenda Item #9

CSB'S EXPERIMENTING WITH DANGER VIDEO

John Meyer

A short video was prepared by the Chemical Safety Board (CSB) to characterize tragedies which occurred at three separate academic institutions. Even though the video focuses on academic research institution and the University of South Florida is a nationally recognized research institution in our own "back yard," similar incidents could occur in any chemical laboratory, making the production and display of this video that much more beneficial and important. As typical with most Chemical Safety Board videos, it concludes with the recommended implementation of new safety standards to be used by all research institutions. The video is available for view from the CSB website (www.csb.gov) or from YouTube® at: <http://www.youtube.com/watch?v=ALBWxGik64A>.

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 FL Locations/Times (Nov. 2011 - Feb. 2012)
- B. FDEM's Training and Events Schedule/**Region 6**, Various FL Locations/Times (Nov. 2011 - Feb. 2012)
- C. Wide Area Search (PER-213), Pasco County, December 5-7, 2011
- D. Medical Management of CBRNE Events (PER-211), Pasco County, January 17-18, 2012
- E. Risk Based Response: An Approach Toward Hazard Risk Assessment, Ocala, FL, January 30, 2012

FDEM TRAINING AND EVENTS SCHEDULE/**REGION 4** (Nov. '11 - Feb. '12-Nov., 2011)- PAGE 1of 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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NOVEMBER 2011 TRAINING AND EVENTS

Dates	Area	City/County	Name
Nov. 7 - Nov. 9	4	Lecanto Citrus County	Intermediate Incident Command System for Expanding Incidents (G-300)
Nov. 8 - Nov. 9	4	Winter Haven Polk County	Debris Management (G-202)

http://www.floridadisaster.org/TrainingCalendar/index.asp?course=&area=4&d1=112011... 11/1/2011

Nov. 14 - Nov. 18	<u>4</u>	Weeki Wachee Hernando County	Incident Command System Train- the-Trainer Curricula (L-449)
Nov. 14 - Nov. 17	<u>4</u>	Clearwater Pinellas County	All-Hazards Type III Communications Unit Leader (COML-L969) (COM-L)
Nov. 14 - Nov. 17	<u>4</u>	Lakeland Polk County	Planning Section Chief (PSC) (PLANNINGS SECTION CHIEF - L 962)
Nov. 17	<u>4</u>	Tampa Hillsborough County	Florida Interoperable Network 4.7 (IO-FIN-2)

DECEMBER 2011 TRAINING AND EVENTS

Dates	Area	City/County	Name
Dec. 5 - Dec. 7	<u>4</u>	New Port Richey Pasco County	PER-213 - Wide Area Search
Dec. 5 - Dec. 6	<u>4</u>	Lecanto Citrus County	Advanced Incident Command System Command & General Staff: Complex Incidents (G-400)
Dec. 6 - Dec. 8	<u>4</u>	St. Petersburg Pinellas County	Intermediate Incident Command System for Expanding Incidents (G- 300)

JANUARY 2012 TRAINING AND EVENTS

Dates	Area	City/County	Name
Jan. 17 - Jan. 18	<u>4</u>	New Port Richey Pasco County	PER-211 - Medical Management of CBRNE Events
Jan. 17 - Jan. 19	<u>4</u>	Tampa Hillsborough County	Intermediate Incident Command System for Expanding Incidents (G- 300)

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FEBRUARY 2012 TRAINING AND EVENTS

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

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<http://www.floridadisaster.org/TrainingCalendar/index.asp?course=&area=4&d1=112011...> 11/1/2011

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

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NOVEMBER 2011 TRAINING AND EVENTS

Dates	Area	City/County	Name
Nov. 7 - Nov. 10	6	Bradenton Manatee County	NIMS ICS All-Hazards All-Hazards Operations Section Chief Course (L-958)
Nov. 8 - Nov. 9	6	Naples, Collier County	Mgt. 319 - Bioterrorism: Mass Prophylaxis Preparedness & Planning

http://www.floridadisaster.org/TrainingCalendar/index.asp?course=&area=6&d1=112011... 11/1/2011

Nov. 9	<u>6</u>	Fort Myers Lee County	HSEEP Refresher Seminar
Nov. 16 - Nov. 18	<u>6</u>	Sarasota Sarasota County	Intermediate Incident Command System for Expanding Incidents (G-300)

DECEMBER 2011 TRAINING AND EVENTS

Dates	Area	City/County	Name
Dec. 5 - Dec. 8	<u>6</u>	Moore Haven Glades County	NIMS ICS All-Hazards Position Specific Operations Section Chief (OSC) Course (L958)
Dec. 12 - Dec. 16	<u>6</u>	Fort Myers Lee County	Situation Unit Leader (SITL) in an all-hazards incident (SITUATION UNIT LEADER - L964)

JANUARY 2012 TRAINING AND EVENTS

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

FEBRUARY 2012 TRAINING AND EVENTS

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

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**WIDE AREA SEARCH (PER-213)
DECEMBER 5-7, 2011 - PASCO COUNTY**



PASCO COUNTY, FLORIDA

"Bringing Opportunities Home"

Training Announcement

- Course Title:** Wide Area Search (PER-213)
- Date(s):** December 5 – 7, 2011
- Time:** 8:00 a.m. – 5:00 p.m.
- Location:** Pasco County Office of Emergency Management – EOC
8744 Government Drive, Building A
New Port Richey, FL 34654
- Disciplines:**
- | | |
|------------------------|-----------------------------|
| * Emergency Management | * Law Enforcement |
| * Fire Service | * Emergency Medical Service |
| * Hazmat | * GIS |
| * Public Works | * Electric Utilities |
- Prerequisites:** No prerequisites are required; however, IS 100 & IS 200 are recommended.

Course Description:

The Wide Area Search course is 80% interactive classroom instruction and 20% task-oriented exercises. Students gain classroom and hands-on experience in wide area search techniques and operations. This course is designed for first-time students as well as the seasoned first responder looking to expand their capabilities. This course is part of the US&R Search Program.

The participants will learn how to prepare for a wide area search incident and how to operate as a search asset at the first responder level in an all-risk, wide area search incident, as well as how to effectively utilize information to manage and plan the search of a large geographic area. Additionally, the participants will learn building and search marking systems and referencing systems utilized at wide area search incidents. The course concludes with a comprehensive table top exercise to reinforce the previous two days of instruction. During the exercise, the students will conduct an initial survey of an effected area, prioritize the areas to be searched, and then assign search resources.

Course Purpose:

The purpose of the Wide Area Search course is to provide first responders with the necessary knowledge, skills and abilities to perform wide area searches after a large area is impacted by a natural disaster or terrorist incident. Recent incidents have demonstrated that first responders need training in how to systematically search, clear, and clearly mark large areas of urban and suburban buildings while also searching for citizens that were unable to leave the affected area. Participants completing this course will be prepared to work as part of a search team responding to incidents requiring wide area searches.

- Topics:**
- | | |
|--------------------------------|----------------------|
| * Preparedness | * Communication |
| * Search Management & Planning | * Team Management |
| * Mapping | * Table Top Exercise |
| * Search Strategies & Skills | |

Registration: To register please click on the link below
<http://www.floridadisaster.org/TrainingCalendar/moreinfo.asp?id=2399>

Contact: Greg Lindgren - 727/847-8137 or glindgren@pascocountyfl.net

MEDICAL MANAGEMENT OF CBRNE EVENTS (PER-211)



PASCO COUNTY, FLORIDA

"Bringing Opportunities Home"

Training Announcement

- Course Title:** Medical Management of CBRNE Events (PER-211)
- Date(s):** January 17 – 18, 2012
- Time:** 8:00 a.m. – 5:00 p.m.
- Course Length:** Two days (16 hours)
- Location:** Pasco County Office of Emergency Management – EOC
8744 Government Drive, Building A
New Port Richey, FL 34654
- Disciplines:**
- | | |
|------------------------------|---|
| * EMS Technicians/Paramedics | * Physicians/Physician Assistants |
| * Fire & Hazmat Personnel | * Emergency Management |
| * Law Enforcement | * Hospital/Medical Treatment Facility Personnel |
| * Public Health | |

Course Description:

This course will equip first responders and first receivers with the skills needed to ensure proper patient triage, decontamination, treatment, and transportation in the event of exposure to chemical, biological, radiological, nuclear, and explosive (CBRNE) weapons. The course delivery methodology consists of facilitated discussions, small group exercises, hands-on activities, and task-oriented practical applications, using both adult and pediatric human patient simulators to promote critical thinking skills while utilizing the RAPID Care concept. Exercises conducted in a CBRNE scenario will reinforce classroom lectures and interaction. In addition, course participants will receive training on the proper techniques for protecting themselves and limiting cross-contamination.

- Pre-requisites:** No pre-requisites are required; however, 2 online courses (free of charge) are recommended prior to attending this course. Visit www.teexwmdcampus.com and complete:
- Basic EMS Concepts for WMP Incidents; and
 - WMD/Terrorism Awareness for Emergency Responders

- Credits:** This course has been approved for continuing education credits by:
- Emergency Nurses Association (ENA) 15.0 hours
 - American Academy of Family Physicians (AAFP) 15.0 hours

- Registration:** To register please click on the link below
<http://www.floridadisaster.org/TrainingCalendar/moreinfo.asp?id=2400>

Contact: Greg Lindgren - 727/847-8137 or glindgren@pascocountyfl.net

RISK BASED RESPONSE: AN APPROACH TOWARD HAZARD RISK ASSESSMENT



Risk Based Response: An Approach Toward Hazard Risk Assessment (8 hours)



Course Description

Program Goal: Enable the responder to make tactical decisions based within the science of air monitoring and product research, with those decisions identifying the health and safety risks.

Course Description: The program is designed to allow students discovery of the scientific principles that have basis within the hazardous materials incident, and to show them that these principles are consistent with all incidents. The concepts and the basic principles of air monitoring, detection and field chemical analysis all can be broken down into four basic response types with six chemical problems that the responder must identify and mitigate. The program follows a decision logic based upon whether or not the identity of a potentially hazardous material is known. The course is designed to show the responder how these choices can be discovered through two sets of logic cards identifying the logic concerning the hazards and risk involved based upon either the name of the material, scene size-up information or air monitoring and field analysis findings.

Course Objectives: Using the RBR (Risk Based Response) worksheet(s) within the context of a given incident the student shall:

- ✓ Determine tactical objectives based upon monitoring detection and on-scene indicators;
- ✓ Identify chemical family(ies) and predict it's likely behavior (i.e. fire, reactivity, toxicity and radioactivity);
- ✓ Identify the proper sequence of air monitoring based upon on-scene indicators;
- ✓ Identify the appropriate action levels for each type of air monitoring equipment used in the analysis process;
- ✓ Interpret the hazards and risks associated with a hazardous material based upon the results of air monitoring instrumentation;
- ✓ Demonstrate the ability to perform field screening of an unidentified hazardous material; and
- ✓ Demonstrate the ability to perform field expedient hazard screening to identify the potential risks of solid and liquid material using observations, wet chemistry, Infrared and/or Raman technology.

Interactive Objectives: Students shall demonstrate through the use of interactive gaming style scenarios:

- ✓ Radiological, Corrosive, Flammable, Oxygen deficient, Toxic, and potential biological environments;
- ✓ Understand the States of Matter and the associated chemical physical properties and how they relate to container shapes and sizes:
 - Boiling point and Melting point
 - Vapor pressure
 - Solubility/Polarity
 - Flammable range/Toxic values
 - Oxidizers/Reactivity
 - Polymerization potentials
 - Energetic materials
 - State of Matter and chemical family type

Dates: January 30, 2012
8:00 am - 5:00 pm
Monday

Location: EREC Building
Training Room
233 NE 58th Ave, Suite 101
Ocala, Florida 34470
(352) 236-5348

Instructors: Armando S. "Toby" Bevelacqua

Funding Provided by the District 5 LEPC

EMERGENCY RESPONSE EDUCATORS and CONSULTANTS, Inc. Training You Today for Tomorrow's Challenges



Contact: Michael Arnold - 352/732-1315 x228 or marnold@wrpc.cc

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

Revisions to the *Tampa Bay Hazardous Materials Emergency Response Plan*, as well as the revised Plans for the 10 other LEPCs, were all approved in conjunction with the October 7, 2011 SERC meeting. The revised Tampa Bay Plan has subsequently been placed on the LEPC website.

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

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

It is understood that... appears that the State Emergency Response Commission is continuing pursuit of a *Memorandum of Understanding* (MOU) between their agency and the 11 LEPCs & 400+ fire departments within the State to allow submittal of electronic Tier II filing in lieu of the customary hard copy submittal requirement to the SERC, the LEPC and the local fire department. In order to qualify for this accommodation, the Local Emergency Planning Committee and local fire department must first accept the terms of the MOU and, secondly, the facility's hazardous materials inventory must be processed through the State's Tier II electronic database ("www.FloridaHMIS.org").

C. FDEM REGION 4 QUARTERLY MEETING John Meyer

The Florida Division of Emergency Management - Region 4 held their Quarterly meeting at the offices of the Tampa Bay Regional Planning Council on August 26, 2011. A summary of this meeting is located on **Pages 27-30** of these Agenda materials. The next FDEM Region 4 meeting has been scheduled for December 2nd @ 10:00 a.m. at the Hillsborough County Emergency Operations Center, a *Recap* of which will be included within the next LEPC Agenda materials.

Additional Material: August 26, 2011 meeting summary
Action Recommended: None. Information Only.

D. CERTIFICATE OF APPRECIATION - ED MURPHY, HILLSBOROUGH COUNTY EMERGENCY MANAGEMENT

Mr. Murphy will be recognized for his years of service with LEPC District 8.

E. OTHER BUSINESS (To be Determined and/or may be Applicable)

**FLORIDA DIVISION OF EMERGENCY MANAGEMENT/REGION 4
QUARTERLY MEETING SUMMARY - 8/26/11**

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Region 4 EM Director's Meeting

August 26, 2011 10:00 am-12:00 pm

4000 Gateway Centre Boulevard, Pinellas Park, FL 33782

Meeting Schedules

During the previous meeting, the group elected to hold the quarterly EM Director's meeting at 10:00 on the appointed days and then invite all emergency management folks (from municipalities, etc.) to a separate meeting at 1:00 pm on the same day.

- Rich Shepard of Hardee County Emergency Management asked why we are having separate meetings for the county EM directors and the other emergency managers from municipalities, etc.
- Preston Cook of Hillsborough County EM thinks there is benefit to having separate meetings.
- Pete McNally of Polk County EM wants one meeting and to arrange for private meetings as needed.
- The group stated that perhaps we could invite the representatives from the cities to arrive at 10:00 if they had any business to discuss, and that the directors could hold their meeting after the conclusion of municipalities' meeting. No consensus was reached on how to schedule/conduct future meetings.
- Sally Bishop of Pinellas County EM thinks that perhaps we could shorten the meetings so that folks do not have to be away from their home offices for a whole day. She stated that inviting EM representatives from cities to a meeting focusing on county business would waste their time. On another note, she stated that the county EM directors need to discuss the CEMP compliance crosswalk draft. She said she is out of the loop on MYTEP 2012-2014. She would like to know what carried over from what we had projected for 2011-2013.

Multi-Year Training and Exercise Plan and the RDSTF T&E Working Group

Annette Doying of Pasco County EM mentioned that the Funding Committees have some influence on the MYTEP. T&E Workgroup is trying to be the responsible party to make sure that the current year's training and exercise plan gets accomplished but there are 2 obstacles. 1. The group here (EM Directors) without a document in front of them, is not able to articulate what the plan is. If the emergency management directors can't find the document, how can the T&E Workgroup promote the plan? The other handicap is it is made up of a small number (1 rep from each county and 1 rep from other disciplines). The T&E workgroup is not robust and therefore are somewhat powerless. Annette says that courses are stood up and attendance has been low. Several members of the group suggested that when advertising the courses on the MYTEP, we clearly identify the trainings/exercises are MYTEP events. The MYTEP is not in stone and we can abandon some things that no longer apply, but we need to get better at working together to create these plans. Annette stated that the MYTEP is to show the state and federal government what we are doing to improve preparedness. Sally said that we should be building capabilities and therefore need to explain what the capabilities are that we are trying to build.

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Annette stated that the T&E Workgroup will make presentation to RDSTF General Assembly at the next meeting on September 7. Amanda can also email a description of the group and their role in the region. Annette stated that the entire process is intended to begin locally with identified gaps and those trainings needed to close the gaps. Annette said Pasco County took the following steps:

1. Examined AARs going back to 2001
2. Examined the results of capability assessments
3. Looked at their own internal AARs
4. Identified which trainings would close the identified gaps

After that, Pasco County compared their local training plan with the plans of other counties within the region. Common needs were identified on the regional plan. The regional plan was then compared with the plans from other regions and commonalities were noted and used to create the plan at the state level.

Annette said that, for example, an identified gap is that communications between EMS and ERs needs to be improved for mass casualty events. Rich said that he gave all AARs to Erika so that she or someone else could identify the gaps. He said that he is confident that most of the gaps identified by the other counties are common to Hardee County as well and he just wants to be told what the plan is and which trainings are scheduled to close the gaps.

Sumter County stated that they have books for L449 ICS TTT class or Recovery from disaster for local government.

Annette suggested that the presentation on the T&E Working Group/MYTEP call for agencies/counties to self-identify which part of the plan they will help with, who will host, etc.

Pending selection of the EM Funding Committee template for training and exercise, approximately \$142,000 will be coming to the region, possibly through RPC. Annette reminded the group that the 2013 plan was submitted in 2011. The 2013 calendar is relatively sparse compared to other regions because we put only those trainings that applied to the "region's" top priorities. Annette asked for the opportunity to revamp the 2013 calendar to add courses previously held back and considered local. **We need to get this done by September 9.**

Per Sally's request, we will try to explain each year of the plan to "sell" the idea to the agencies within each county.

Annette called everyone's attention to the EMAC request. Paul Siddall notified the state that region 4 would not be able to respond by noon, but would respond by COB.

Amanda offered to create a better picture of her job. Annette said that she and Joe will work with the directors to find out what they need from Amanda.

Preston stated that for RNC, counties have been asked to forward up their plans. They have not heard much back.

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Region 4 All EM Agency Meeting

August 26, 2011 1:00 pm-3:00 pm

4000 Gateway Centre Boulevard, Pinellas Park, FL 33782

Dapper Dan Noah

Tropical Spreadsheet Update, WebEOC Updates, Tropical Dashboard, must be updated manually, best to be connected to this through the Palm Beach Fusion Center. Spaghettimodels.com has images of the Saharan Dust Layer. Annette asked how the three new positions will benefit the region. They will try to communicate better, might make iPhone apps, etc. Dan Noah said they will be focused on West central Florida but will be working with the State EOC.

Provide update on RDSTF T&E group.

Proposed project templates from EM committee. Paul Womble, any type of discussion on gap analysis. EM pulled the statewide risk and vulnerability assessment because they found M&A money. We are a couple of years away from having a gap analysis completed. Paul says that as a region we need to audit the spreadsheet showing unspent funds.

FNSS General Discussion

There was an FDLE ESF 16 type meeting in Tallahassee that apparently got vocal. The next special needs conference call is on the 30th of August in Tallahassee (courtesy of FEPA). The intel Paul Womble got was that if you activate for Irene you will do FNSS and others said you would not. JJ Johnson said there is no expectation that you will have everything in the FNSS guidance in place right away, but you must plan for it. Annette and others liked the white paper's interpretation. Jeff Copeland stated that transporting the patient to the services does not meet the ADA requirements, that providing them the services at the shelter to which they report is what is required. According to Annette in the guidance under transportation section, it would sound as if transporting them would be acceptable.

EMAC update

They are looking for EOC talent. LE and Fire will get their own requirements. Assume for now that you will not be reimbursed.

RNC brief (Preston Cook and Chauncia Willis)

There will be a joint county/city EOC, city will be fully activated and county partially activated. Requests that will come out will go out to the surrounding counties to possibly assist and participate in the planning process. The convention is August 27-30 and the activation dates are August 25-31 (24/7). At this time, there are still more questions than answers about many aspects of the convention. FEMA will be in the city EOC instead of standing up their own EOC. Chauncia suggests brushing up on ETeam and E-sponder and taking ICS courses and Terrorism awareness courses. Chauncia said that those working in

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the EOC do not come under the requirement for a background check. Department of Transportation plans to activate, probably not for 7 days.

Other Updates:

Chauncia also mentioned that Tampa is dealing with RNC, Red Bull Flugtag, and Gasparilla. They want everyone to feel that they can come in and feel free to partner with the city. February 13-17 at HCSO, FEMA Training, Post Naval Graduate School is coming to do presentation on terrorism in April.

Terry Hensley DOT: Discussion lately on one way, to his knowledge there is no DOT EM who is in favor of one way. The current administration sees it as a viable alternative. Also, currently there is no viable fuel plan for evacuations. We are working on it, have a local plan underway. Addresses short term need? Sent out emergency road and bridge closure report.

Hardee County is hosting a SkyWarn course on September 6.

Rich Shepard offered a FEPA update (handout). The annual conference is the first week of February in Daytona Beach. If you have something you want to present at the 2012 annual meeting please submit it. Also, his band is playing at the Silver Dollar on 50th in Tampa, September 4.

Paul Latham has a Higher Education subcommittee meeting in Orlando soon. Was named to the Governor's Hurricane Conference on Higher Education.

Sumter County: EM will lose Becky and Brian. Judd has decided that he will be retiring and they are looking for a new EM director. The closing date for the position is September 2nd and they are already interviewing next week. Because of the knowledge and people they are losing, they will be in desperate need of mutual aid from the other counties in the region. EOC will stay where it is but offices will move closer to The Villages. Judd and Brian will be starting Blue Skies Professional Services.

Pasco County EM looking for a director.

Polk County is hiring a special needs coordinator.

Agenda Item #12

LEPC LOGO SHIRTS

Chair Ehlers

LEPC-Logo shirts will always be made available in a variety of styles, colors and sizes. Each shirt will be personally designed to the specifications of the purchaser. If interested or for more details, please contact John Meyer, LEPC Staff Coordinator.

Agenda Item #13

PUBLIC COMMENTS

Chair Ehlers

Agenda Item #14

NEXT MEETING - Wednesday, February 29, 2012

Chair Ehlers

Agenda Item #15

ADJOURNMENT

Chair Ehlers

The 2012 Schedule of LEPC meetings is: February 29th, May 29th, August 29th & November 28th