



LEPC Meeting Notice

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

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

SUBJECT: **LEPC MEETING - November 28, 2012**

DATE: November 19, 2012

The next Tampa Bay LEPC, District VIII meeting will be held on **Wednesday morning, November 28, 2012, 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 full Agenda 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
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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 28, 2012 - 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> - September 19, 2012 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 3 | Chair Ehlers |
| Agenda Item #5 | HMEP PROGRAM - PLANNING - Page 14 | Subcomm. Chair Alan Pratt |
| Agenda Item #6 | FACILITY DISASTER PLANNING SUBCOMMITTEE - Page 14 | John Meyer |
| Agenda Item #7 | HMEP PROGRAM - TRAINING - Page 24 | Subcomm. Chair James Johnston |
| Agenda Item #8 | REGIONAL DOMESTIC SECURITY TASK FORCE - Page 25 | John Meyer |
| Agenda Item #9 | CSB'S " <i>INHERENTLY SAFER: THE FUTURE OF RISK REDUCTION</i> "
VIDEO - Page 26 | John Meyer |
| Agenda Item #10 | TRAINING, WORKSHOP AND CONFERENCE OPPORTUNITIES - Page 27 | Chair Ehlers |
| Agenda Item #11 | LEPC BUSINESS | Chair Ehlers |
| | A. <i>Tampa Bay LEPC HazMat Emergency Response Plan Update</i> - Page 33 | |
| | B. Florida Division of Emergency Management/Region 4 - Quarterly Meeting Summary - Page 33 | |
| | C. Elections for LEPC Chair/Vice-Chair - Page 33 | |
| | D. E-Plan Users Conference - Page 34 | |
| | E. LEPC Meeting Dates for 2013 - Page 34 | |
| | F. Other Business (To be Determined and/or may be Applicable) - Page 34 | |
| Agenda Item #12 | TAMPA BAY LEPC LOGO SHIRTS - Page 34 | Chair Ehlers |
| Agenda Item #13 | PUBLIC COMMENTS - Page 34 | Chair Ehlers |
| Agenda Item #14 | NEXT MEETING - Wednesday, February 27, 2013 | Chair Ehlers |
| Agenda Item #15 | ADJOURNMENT | |

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The following LEPC membership change(s) were approved at the October 12, 2012 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	
Jeff Patterson	Emergency Management		✓	✓			Hillsborough County Emergency Management. Redesignation of "Alternates" by "Primary" member (Ms. Holley Wade).
Martin Montalvo			✓			✓	
Bryan Cook	Print & Broadcast Media	✓				✓	Tampa Bay Times. Redesignation of "Alternates" by "Primary" member (Mr. Jonathan Kemp).
Janet Frazier-Henry			✓			✓	
JoAnn Chambers-Emerson	Hospital	✓		✓			Tampa General Hospital/ Florida Poison Information Center. Due to the departure of Mr. Martin Dorsey's from TGH's Poison Information Center, his LEPC membership was terminated along with his designated "Alternate" - Dr. Cynthia Lewis-Younger. Ms. JoAnn Chambers-Emerson has subsequently requested "Primary" membership status for the agency and has proposed the designation of Dr. Cynthia Lewis-Younger as her "Alternate."
Cynthia Lewis-Younger			✓		✓		
Martin Dorsey	Health	✓				✓	
Cynthia Lewis-Younger			✓		✓		

MEMBER	CATEGORY	MEMBER TYPE		STATUS OF CHANGE			DESCRIPTION (IF NECESSARY AND/OR APPROPRIATE)
		PRIMARY	ALTERNATE	NEW MEMBER	CATEGORY OR TYPE CHANGE	RESIGNED/ REMOVED	
Betti Johnson	Non-Elected Local Official	✓		✓			Tampa Bay Regional Planning Council/Regional Domestic Security Task Force. Ms. Johnson has been named the <i>interim</i> RDSTF Staff Coordinator following the resignation of Ms. Amanda Shaw. As such, Ms. Johnson has requested "Primary" LEPC membership status. Upon approval, Ms. Johnson wishes to designate Mr. Wynne as her "Alternate."
William Wynne			✓	✓			
Amanda Shaw	Non-Elected Local Official	✓				✓	Tampa Bay Regional Planning Council/Regional Domestic Security Task Force. Membership modification on account of Ms. Amanda Shaw's resignation from the TBRPC effective August 10, 2012.
SFC Christopher Barton	Local Option		✓	✓			48th Civil Support Team. Designation of "Alternate" by "Primary" member (Capt. Christopher Atherton).
Capt. Steven LeCroy	First Aid	✓				✓	St. Petersburg Fire & Rescue. Capt. LeCroy's recently resigned from the LEPC to coincide with his retirement. Per SERC/LEPC membership guidelines, when Primary membership status is removed, their designated Alternate is also removed.
Chief Robert Ballou				✓	✓		

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. The modifications expressed in "red" text indicate that the changes were tentatively approved in conjunction with the July 13, 2012 SERC meeting but since there was not a quorum present, the modifications had to be formally ratified at the October 12, 2012 SERC meeting.

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

**RECAP OF QUARTERLY SERC MEETINGS &
TRAINING TASK FORCE'S CURRENT "PROJECT BOARD"**

The State Emergency Response Commission and associated Subcommittee meetings were held in Tallahassee at the Betty Easley Conference Center on October 11-12, 2012. LEPC Chair Scott Ehlers and Staff Coordinator John Meyer attended the meetings. The following 10 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: SERC Meeting *Recap* (**Pages 4-13** of these Agenda materials)
Action Recommended: None. For Information Only.



RECAP OF OCTOBER 12, 2012 STATE EMERGENCY RESPONSE COMMISSION MEETING

The October 12, 2012 SERC meeting was held at the Betty Easley Conference Center in Tallahassee. Mr. Bryan Koon chaired the meeting and called it to order at 10:02 a.m. and proceeded with the Pledge of Allegiance and an introduction of all in attendance.

Since there was not a quorum present of SERC members at the July 13, 2012 meeting, the October 12, 2012 SERC Agenda had a double allotment of *Minutes* to approve and membership changes to ratify.

APPROVAL OF MINUTES:

- **Approval of April 24, 2012 SERC meeting *Minutes*.** The *Minutes* from the April 24, 2012 meeting were considered for approval since a quorum of the SERC was not present at the July 12, 2012 meeting. The *Minutes* were approved unanimously.
- **Approval of July 12, 2012 SERC meeting *Minutes*.** The *Minutes* from the July 12, 2012 SERC meeting were approved unanimously.

NEW BUSINESS

- **Local Emergency Planning Committees Biennial Appointments.** Mr. Lou Ritter (FDEM staff) requested SERC to consider re-certification of all LEPC members for additional two-year terms. This item had to await re-consideration of SERC approval since a quorum of SERC members was not present at the July 13, 2012 meeting. Additional membership changes requested in conjunction with the July 13, 2012 SERC meeting were reflected in the biennial appointment listing. The biennial re-appointment of all LEPC members was approved unanimously. The following LEPC District 8 LEPC membership changes were formally incorporated into the listing:
 - Ms. Joann Chambers-Emerson replaced Mr. Martin Dorsey as the “Primary” LEPC appointment for Tampa General Hospital - Florida Poison Information Center. In turn, Ms. Chambers-Emerson designated Ms. Cynthia Lewis-Younger of the same agency to be her “Alternate” on the LEPC under the “Hospital” category.
 - Mr. Jeff Patterson replaced Mr. Martin Montalvo as the “Alternate” LEPC appointment for Hillsborough County Emergency Management (HCEM). The “Primary” LEPC representative from HCEM remains Ms. Holley Wade and is labeled under the “Emergency Management” category.
 - Mr. Bryan Cook to replace Ms. Janet Frazier-Henry as the “Alternate” LEPC appointment for *Tampa Bay Times* (TBT). The “Primary” LEPC representative from TBT would remain Mr. Jonathan Kemp.

- **Local Emergency Planning Committees Appointments.** Mr. Lou Ritter requested approval of membership modifications solicited by each LEPC. SERC unanimously approved all of these changes. In LEPC District 8, the following LEPC membership modifications were requested:
 - Ms. Betti Johnson replaced Ms. Amanda Shaw as the “Primary” LEPC appointment for the TBRPC/RDSTF under the “Non-Elected Local Official” category. In turn, Ms. Johnson designated Mr. William “Avera” Wynne of the same agency to be her “Alternate” on the LEPC.
 - SFC Christopher Barton was designated the “Alternate” LEPC appointment for the 48th Civil Support Team (CST)/Florida National Guard under the “Local Option” category. The “Primary” LEPC representative from the 48th CST remains Capt. Christopher Atherton.
 - The LEPC memberships for Capt. Steven LeCroy (Primary LEPC appointment) & Chief Robert Ballou (Alternate LEPC appointment) were rescinded due to the recent retirement of Capt. Steven LeCroy. These individuals were from St. Petersburg Fire Rescue and served under the “First Aid” category
- **Approval of LEPC Plans.** Ms. Isabell Parker (FDEM staff) recognized that each of the 11 Local Emergency Planning Committee’s updated their Hazardous Materials Emergency Response Plans in accordance with the respective FDEM/LEPC contracts. According to Ms. Parker, *“all of the Plans were found to be in compliance with the respective criterion.”* Acceptance of the Plans, including revisions, were approved unanimously by the SERC.
- **Thomas Yatabe-SERC Award Nominations and Certificates of Appreciation.** Mr. Henry Turner (FDEM staff) recognized that the SERC Agenda materials contained a listing of nominations for the Thomas Yatabe Award winners and recipients of “Certificates of Appreciation” as proposed by each of the 11 LEPCs. The Awards signify *“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 SERC unanimously approved all recipients of the Award and *Certificates of Appreciation.* The recipients for LEPC District 8, to remain nameless at this time to maintain the element of surprise, will be presented their awards in conjunction with the January 25, 2013 SERC meeting or February 2013 LEPC meeting.
- **Adoption of Hazardous Materials and Explosive Ordnance Teams Integration Protocol.** Mr. Don Sessions, Training Task Force (TTF) Subcommittee Chair, identified that latest TTF initiative was to establish a set of practices/principles between the Hazmat & EOD teams designed to lead to better communication and coordination amongst these agencies when responding to future hazardous materials incidents. A few EOD members wanted assurance that efforts would not result in additional regulations but rather best available practices. SERC unanimously agreed to accept and approve the proposed protocols.

REPORTS

- **Report from SERC’s Training Task Force (TTF).** Aside from discussion of the HazMat/EOD teams integration protocol recognized above, the following serve as additional topics addressed at the October 11th TTF meeting as presented by TTF Chair Don Sessions:

- Teleconference. A teleconference was held on September 5th to discuss: the HazMat/EOD Team protocol initiative; the upcoming Hazardous Materials Training Symposium; and the request for updates of the items contained on the TTF’s Project Tracking Chart.
- Hazardous Materials Training Symposium.

- The Training Symposium will be held in conjunction with the 2013 Fire Rescue East Conference in Daytona Beach in order for many attendees to attend both venues at one location and reduce the expenses for Florida attendees by significantly reducing travel costs.
- The hazmat courses will be during the the afternoon of January 23rd and the morning of January 24th at a cost of \$87 for one day or \$175 for both days.
- The training curriculum is as follows:

DATE	TIME	TOPIC
Wednesday, January 23 rd	1:00 - 3:00 pm	Haz-Mat Team Bomb Technician Integration
	1:00 - 3:00 pm	RNC Preparations and Fire Department Role
	3:00 - 5:00 pm	Nuclear Power Plant Response
	3:00 - 5:00 pm	Chemical Suicide Response
Thursday, January 24 th	8:00 - 10:00 am	Haz-Mat Risk Assessment
	8:00 - 10:00 am	Introduction to Advanced Field Identification Techniques
	10:00 am - Noon	Hazardous Materials Medical Protocols/Toxidromes
	10:00 am - Noon	Basic Air Monitoring

- Course registration costs for public sector first responders could be covered under the LEPC’s HMEP Program but not travel or lodging. However, such consideration could be granted upon approval of a cost-benefit analysis to be conducted by FDEM.
- LEPCs should notify Jonathan Lamm and/or Matt Marshall of Training Symposium attendees.
- State Homeland Security Grant Program (SHSGP). Money allotted for training of regional hazmat teams for 2013. Funding cycles are getting smaller and funding amounts are going down. Unspent and/or unallocated funds must be returned. Making large equipment purchases for Hills. County & Tallahassee USAR programs to account for funds. DHS is vying for the return of all unspent funds. If questionable, they are taking the funds back. Get claims in to John Koenke immediately. If appropriate curriculum, could possibly use funds to train bomb (EOD)/hazmat team integration. Must be clean and concise outline for approval consideration.
- Project Tracking Chart. The status of all Project Tracking Chart items were discussed. Many of the listed items were moved to “Completed” or “Monitoring” status or removed from the list entirely. A new box has been added for TRANCAER (Transportation Community Awareness and Emergency Response)and assigned to Mr. Paul Wotherspoon.

- *Fatality Management Response in a Chemical, Radiological or Nuclear Environment: Con Ops and Action Steps Plan.* Matt Marshall identified that the Department of Health is about to publish the referenced document with a hazardous materials section/component. This section should be reviewed by the TTF and will be a partial discussion item at the next TTF teleconference.
- *Next Scheduled TTF Conference Call.* The next quarterly TTF conference call has been scheduled for December 12th at 1:30 p.m. and will focus on refining issues of the Training Symposium and other issues.
- **Report of New EPA Tier II Reporting.** Mr. Paul Wotherspoon (FDEM staff) announced that EPA will be requiring additional information in regard for the Tier II reports starting in 2014 (for the 2013 Reporting Year). The additional information or changes to the Form include:
 - identification of latitude and longitude coordinates;
 - identification numbers assigned under Toxic Release Inventory (TRI) and the risk management planning (112R) of the Clean Air Act;
 - identification of whether hazardous chemical are stored at manned/unmanned location;
 - identification of the maximum number of occupants that may be present at the facility at one time;
 - Allow facility contact telephone numbers to be an *optional* data element;
 - identification of facility emergency coordinator contact information as well as e-mail address for owner/operator and emergency contact(s);
 - Allow "parent company" contact information to be an *optional* data element;
 - identification of whether facility is subject to EPCRA Section 302 and if the facility is subject to the Clean Air Act Section 112(r), Risk Management Program;
 - revised form will include listing of range codes for reporting maximum and average daily volumes of chemicals, although Florida will still requires the reporting of maximum daily volume **in pounds**;
 - Addition of separate data fields for reporting pure chemical and mixtures in the chemical reporting section of the Tier II;
 - Require a description of the storage types and conditions rather than the former reporting codes; and
 - allow ample space to identify any additional State or local reporting requirements or to voluntarily report hazardous chemicals below the reporting thresholds.
- **Financial Status Report.** Mr. Wotherspoon 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. There was slightly less revenue this year compared to last year. As was previously identified, some of the difference could be attributed to the waiver process of fines that has been initiated for facility's that were unaware of filing requirements. There has been a focus to reach out to facilities that are required to report (e.g. golf courses, hospitals...). The federal HMEP grant pays some of the staff salaries which is not included in the Financial Statement nor is the radiological program which is funded by the power companies. The financial figures are exclusive of the HMEP Program.
- **Hazardous Materials Incidents Reports.** Mr. Chris Stevens (FDEM staff) advised that detailed listings of Section 304 investigation, as well as fixed facility and transportation-related hazardous materials incidents were prepared and included with the Agenda materials to describe incidents occurring between the period of June 1 - August 31, 2012. Such Reports included documentation of these incidents and portrayed the number of persons evacuated, injured or deceased down to LEPC District and ultimately County level.

STATE EMERGENCY RESPONSE COMMISSION RECAP - 10/12/12

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The following constitute the hazardous material incidents recorded for District 8 during this period, including an enumeration of those evacuated, injured or deceased:

County	Date of Release	Type*	Chemical	Amount Released (Lbs.)	Business Type	# Evacuated	# Injured	# Fatalities
Hills.	6/09/12	TR	Gasoline	Unknown	Aircraft Accident	0	0	1
	6/15/12	TR	Natural Gas	Unknown	Pipeline/Construction	Unknown	0	0
	7/09/12	304	Tetrachloroethylene	14	Dry Cleaning	N/A	N/A	N/A
	7/24/12	304	Anhydrous Ammonia	Unknown	Transportation	N/A	N/A	N/A
	8/23/12	TR	Gasoline	592	Aircraft Accident	1	0	0
Manatee	7/01/12	304	Anhydrous Ammonia	86	Citrus Frozen/Mfg.	N/A	N/A	N/A
	7/09/12	TR	Diesel Fuel	370	Traffic Accident	1	0	1
Pasco	6/05/12	304	Acid - Unknown Type	Unknown	Apartments	N/A	N/A	N/A
	8/05/12	TR	Diesel Fuel	742	Traffic Accident	0	0	3
Pinellas	6/12/12	FF	Propane	500	Restaurant	Unknown	0	0
	6/25/12	TR	Natural Gas	Unknown	Pipeline/Strip Mall	7	0	0
	7/07/12	304	Sulfuric Acid	99	NS/Military	N/A	N/A	N/A
	7/25/12	TR	Natural Gas	Unknown	Pipeline/Construction	Unknown	0	0
	8/01/12	TR	Gasoline	Unknown	Aircraft Accident	0	2	0
	8/26/12	304	Chlorine	2	RO/WTP	N/A	N/A	N/A
	8/26/12	FF	Chlorine	2	WTP	Unknown	0	0
TOTAL →						9	2	5

* - FF = Fixed Facility incident / TR - Transportation-related incident / 304 - Section 304 Investigation (Closed)

- **Hazardous Materials Incidents Reports.** Mr. Henry Turner identified that various graphics were provided within the SERC Agenda materials to depict various staff functions and initiatives. These included:
 - annual revenues received monthly by the EPCRA & RMP programs since 2011-12;
 - detailed breakdown of annual appropriations for the Hazardous Materials Planning & Risk Management Planning Programs since FY 2011-12;
 - potential Section 304 Investigations for each District and County by date;
 - comparison of hazardous materials incidents reports by District (from June 1- August 31, 2012);
 - annual comparison of the Statewide number of Hazardous Materials Incidents Reports since 2002;
 - monthly enumeration of Hazardous Materials Incident Reports since 2002;
 - *Total Chemical Count* by District;
 - number of Notice of Violations issued statewide for 2011-12; and
 - quantification of monthly Technical Assistance Calls Since June 2011.

When queried by SERC Member Nancy Stevens as to reason for the drastic “spike” in technical assistance calls recorded by FDEM staff in February 2012 (5,220 calls), Mr. Paul Wotherspoon responded that the primary reason was the complexity involved with facilities filing their reporting requirements in the FloridaHMIS.org system. The FDEM is currently seeking a new program which would be easier for the facilities to prepare the reporting as well as the State, Fire Departments and LEPCs to manipulate the data.

- **Update on LEPC Activities.** Subcommittee Chair Jennifer Hobbs provided a briefing of the items discussed at yesterday’s LEPC Staff & Chairs meeting. The items included:
 - a brief presentation was provided by Mr. Kelly Godsey of the Tallahassee office of the National Weather Service (NWS). Part of the presentation identified that the NWS now has the technology and capability of providing plume modeling for hazmat incidents using their “HYSPLIT” model. Their research has concluded that the HYSPLIT model is more accurate for “large-scale” incidents but the CAMEO/Aloha model would be better for modeling smaller incidents.
 - a brief presentation was provided by Mr. Forest Willis of the Seventh Coast Guard District. Mr. Willis emphasized the importance and mutual benefit of communication and coordination between the USCG and the LEPCs to maintain consistency and continuity of planning and response operations. [*Status in Tampa Bay - Interaction already occurring, LEPC District 8 has USCG representation on the LEPC (i.e. LCDR Navin Griffin & Lt. Jessica Paxton) and LEPC staff and other LEPC members are members of USCG/Sector St. Petersburg’s Area Contingency Planning Subcommittee which typically meets bi-monthly*]
 - a brief presentation was provided via teleconference by IDSI staff on *Tier II Manager*. With the intent of bolstering electronic filing participation considerably, Mr. Paul Wotherspoon identified that FDEM/SERC is seeking a cost-effective alternative program for electronic reporting in the State of Florida. The current system (i.e. FloridaHMIS) is not too user-friendly, “takes a programmer to manipulate the data” and has resulted in only 49% of facilities filing electronically. The alternative program must be:
 - easier to use and more user-friendly in terms of data entry (by facilities) and manipulation (by FDEM, Fire Departments and/or LEPC);
 - can accept a payment module;
 - can establish limitations of data availability catered to a user’s need; and
 - must be able to upload from/download to various programs.

IDSI staff acknowledged that the Tier II Manager is currently being administered in 14 States and by 2,365+ LEPCs with 350,000+ businesses portraying their inventories electronically. Passwords to the system would be provided to the facilities by FDEM/SERC. All facilities from one company would be accessible from a single screen. Safeguards for the protection of data include encryption and firewalls installed on the State’s website where it will be kept and initial screening of people requesting such data under EPCRA. Mr. Wotherspoon acknowledged that the data would be transferred to E-Plan much more frequently than presently exists with the FloridaHMIS system due to ease. Mr. Wotherspoon expressed an interest in formulating a Subcommittee comprised of fire department personnel and representatives from large companies to review the various alternative program(s).

- Ms. Hobbs concluded her remarks by recognizing 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 the documented tasks identified by LEPC District 8 staff for the period of June- August 2012:

- District 8 was involved in a number of HMEP and LEPC co-sponsored activities during the quarter. Staff attended the SERC quarterly meetings held in Jacksonville at the Aloft Hotel/Tapestry Park on July 12-13 and will be conducting the District 8 LEPC quarterly meeting on September 19th. In addition, staff and/or LEPC members attended the FDEM Region 4 quarterly meeting on June 8th at the offices of the Tampa Bay Regional Planning Council under the leadership of FDEM Region 4 Coordinator Paul Siddall. LEPC staff and/or member(s) participated in a September 5th teleconference administered by FDEM regarding the furthering of Training Task Force initiatives.
- The LEPC's Facility Disaster Planning Subcommittee (FDPS) met on July 18th. Invigorated with new membership garnered from prior forums and/or workshops, discussion items included: forwarding of specific FDPS recommendations to FDEM regarding the integration of pertinent hazardous materials information into the Facility Business Disaster Survival Kit prior to posting to FDEM's website; FEMA's "Private Sector Preparedness Certification" program; updates anticipated for the 2012 Tier II reporting; update on the Memorandum of Understanding between SERC & USEPA regarding potential funding of "Supplemental Environmental Projects" in lieu of EPCRA violation fines; and benefits that would be expected from soliciting and acquiring representation from fire department(s) on the Subcommittee. The FDPS anticipates hosting a workshop designed for first responders to identify the Tier II compliance requirements and procedures in December or January and in conjunction with the annual How-to-Comply Workshops routinely scheduled by LEPC staff.
- The LEPC's HMEP Training Subcommittee will meet again on September 19th to strategize training opportunities for the remaining \$35,304+ in HMEP Training funds. All funds must be spent by the end of the Contract period (i.e. by June 30, 2013). Based on consensus reached at the 5/30/12 Subcommittee meeting, Foam/Ethanol training was commonly requested across the Region. To meet this demand, it is anticipated that this course will be scheduled within each County at varying times of the Contract period. All HMEP training venues: must be intended for public-sector First Responders; must be "cost effective" as determined by FDEM; and must include a transportation component or nexus.
- With funding from the HMEP program, a 40-hour "Hazwoper/Clandestine Drug Lab Certification" course (July 9-13, 2012) and a 24-Hr. "Foam/Ethanol" course (August 23-25) were each conducted and targeted Pasco County first responders. A additionally scheduled Foam/Ethanol course (i.e. August 27-29) had to be canceled at the last minute on account of the threat of Tropical Storm Isaac. An alternate course is being actively solicited for the use of these funds. [*Update: FDEM authorized the funding of five Pinellas County hazmat team members to attend the 160-Hr. Hazmat Certification course in lieu of the additional training*]
- In terms of miscellany, LEPC staff additionally: submitted the annual update of the Tampa Bay LEPC Emergency Response Plan (June 29th); coordinated the distribution of 17,600 copies of the Emergency Response Guidebook with local Emergency Management agencies (June 28th & July 3rd); attended the Tampa Bay Spill Committee & U.S. Coast Guard Area Contingency Plan meetings (July 10th); submitted deliverables for a biennial exercise entitled "Investigate Every Danger" conducted on May 25, 2012 (July 20th); attended the Ammonia Handlers/Operators of Tampa meetings (June 20th & August 1st); facilitated the Pinellas Police Standards Council meetings (June 13th, July 11th & August 8th); apprised the Tampa Bay Regional Planning Council of current/recent LEPC program initiatives at their meetings (June 4th & August 16th); loaned 97 LEPC exercise vests to FDEM Region 4 Coordinator Paul Siddall for use at the Republican National Convention event (August 17th); and coordinated authorization for the attendance of one LEPC member (i.e. Jeff Patterson/Hillsborough County Emergency Management) to the future E-Plan Users Conference in Atlanta, GA (August 17th).

OTHER BUSINESS

- Mark Helms of the Ethics Commission identified that “Financial Disclosure” forms need to be completed and provided by SERC members on July 1st of each year. The purpose is to determine whether there may be conflicts of interest. The disclosure is essentially a “snap shot” of a person’s status on December 31st of each year. If the disclosures are not filed by September 1, the individual is subject to a \$25/day delinquency fee up to \$10,000. The forms shall be mailed directly to the Ethics Commission.
- Supplemental Environmental Projects (SEPs). Mr. Paul Wotherspoon identified that many states have websites dedicated to SEPs. The State of Illinois recently proposed to partner with Florida on SEP website design, which is currently in the infancy stage. It is anticipated that the website would contain a listing of pre-approved SEPs.
- Richard Smith (SERC Member & Leon County Emergency Management Director) announced that this will be his final meeting.
- SERC Chair Bryan Koon thanked Mr. Smith for his dedication to hazardous materials planning and awareness and his years of faithful public service.
- Ms. Heather Stearns (SERC Legal Counsel) announced that this may also be her final meeting since she has recently accepted a position with the Office of the Governor’s legal counsel.

COMMENTS & ADJOURNMENT.

- **Next Meeting.** It was announced that the next SERC meeting will be held in Daytona Beach at the Hilton Ocean Front Hotel on January 25, 2013. This meeting is being held in conjunction with the Fire Rescue East Conference/Hazardous Materials Training Symposium. Mr. Tim Kitchen (ECFRPC staff) indicated that he will send out a link for hotel reservation with discounted room rates reserved for the ECFRPC.
- **Adjournment.** The SERC meeting was adjourned at 11:37 a.m.

SERC's CURRENT TRAINING TASK FORCE "PROJECT BOARD"

[PAGE 9 of 10]

Florida SERC Training Task Force – Project Board								
Updated: October 11, 2012								
	RESOURCES (RES)	PUBLICATIONS (PUB)	TRAINING (TRN)	UPDATES (UP)	NEEDS ANALYSIS (NDS)	FUNDING (FUN)	STANDARDS & CERTIFICATIONS (STD)	SYSTEMS & RELATIONSHIPS (SYS)
Active Projects	TTF Web Page and Project Summaries DEM Staff	Sampling Protocol Sessions, DOH, DEM staff	Hazmat Tech Refresher Curriculum FLAHR	Mass Technical Decon Assessment FLAHR/FSFC	Hazmat Team ICS Curriculum Sessions/Nelson	Capability Assessments Marshall/SFM/DEM		Secure Portal for Access to TTF Products Kohnke/Nelson
	Awareness Level Training for White Powder SOP DOH	Offshore Hazmat Response Murphy	TRANSCAER DEM Staff/Kohnke		Marine Firefighting Requirements (33CFR 155) Ehlers/Dist 4 and 6			
	Hazmat/EOD Integration Murphy/DEM	Chemical Classification for Evidence Nelson						
Monitoring Projects	RES – Maintain FFCA/FLAHR website for TTF Products DeFrancesco		TRN – E-Plan Training Materials Marshall	UP – HMIS Upgrade Provide additional detail DEM Staff/Murphy			Oil Spill Response for Hazmat Technicians Murphy	
	RES – IR Spec & RAMAN Long Term Costs & Maintenance Dan Smith/Bevelacqua		Hazmat Training Guidelines (revised) Lamm/Colson/Marshall/Chappell					
	RES – RIID Model SOP & Long-term Cost and Maintenance FLAHR		Hazmat Training Symposium Lamm/Murphy/Ehlers/Hobbs/Kohnke/Mundy					
2012 Completed Projects	RES – Reprting Template for Responders Model Report System DeFrancesco		First Responder Best Practices for RAD event Marshall/TJ Smith	Model Procedure for Hazmat Team NIMS Compliance District 7				Hazmat Team Marketing Murphy
				Hazmat /Florida FOG ICS Crosswalk DEM Staff				

SERC's CURRENT TRAINING TASK FORCE "PROJECT BOARD"

[PAGE 10 of 10]

SERC TTF Projects								
	RESOURCES (RES)	PUBLICATIONS (PUB)	TRAINING (TRN)	UPDATES (UP)	NEEDS ANALYSIS (NDS)	FUNDING (FUN)	STANDARDS & CERTIFICATIONS (STD)	SYSTEMS & RELATIONSHIPS (SYS)
Completed Projects	Chemistry in Schools Program	Medical Treatment Protocols April 2010	TRN - Ops Level Training Program DEM Staff June 2010		Review ORE Deficiencies Dan Smith/Mundy Feb 2011	Support SHSGP Grant Assessment Process SFM	Define Tox-Medic Murphy	Health & DEP Detection Support Capabilities Jacobs
		Radiological Screening Response Procedure Charlie Boyd April 2010	Hazmat Training Guidelines		NDS - LEPC Top 5 Needs Weiss/LetoBarone Initial Listing-Jan 2008		Pro Board Certification FSFC - Bosley Feb 2011	
		PUB - Hazmat FOG FLAHR	TRN - 3 Non-Routine Hazards FSFC-Schell Ongoing Monitoring					

The HMEP Planning Team remains ready to conduct Ammonia Siren Workshops and companion Shelter-in-Place presentations on short notice at the request of various schools, community groups and/or civic associations located within or in close proximity to the Port of Tampa. The Team is currently coordinating a workshop in which Port tenants would self-identify their hazardous materials and usage in order to familiarize the facilities with the business practices of their neighboring industries and to ascertain the potential consequences and responses if a release were to occur. At this point, it is anticipated that the workshop will occur in early 2013.

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

The LEPC's Facility Disaster Planning Subcommittee (FDPS) met on November 7, 2012, a *Recap* of which is attached. The primary discussion topics included: potential consolidation of formerly-proposed snf independent "*Fire Departments: Promoting useful EPCRA Information*" workshop with annual "How-to-Comply" workshops and promote vigorously through a variety of sources; new options for submittal of the Tier II for the 2012 reporting year as well as a summary of additional information which will be required for the 2014 reporting year; a summary of Florida's Supplemental Environmental Projects process and associated examples; and, based on Hurricane Sandy and the effects on the northeast, the concept of hosting a storm surge workshop for businesses was introduced. The initially proposed timeline for such a workshop is sometime between April - June 2013. The FDPS meeting dates for 2013 were identified to be January 16, April 17th, July 17th and October 16th.

Additional Materials: FDPS Meeting Recap (**Pages 15-23** of these Agenda materials)
Action Recommended: None. For Information Only.



FACILITY DISASTER
PLANNING SUBCOMMITTEE

RECAP

November 7, 2012 Meeting

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

Attendees (Present) - Thea Dunmire, Ed Kinley, John Appenzeller, Jennifer Garwood, Tricia Williams, Jennifer Logan-Porter, Stacie Cooper, Ed Goodchild & John Meyer

Please note that text appearing as **red** symbolizes an item which requires future action. **Blue** text serves as an update or recognition of action which has transpired since the meeting.

1. INTRODUCTIONS

All members that were present introduced themselves and identified their affiliations.

2. ANNOUNCEMENTS AND/OR RECAP OF 7/18/12 MEETING

No pre-meeting announcements were provided. Ms. Thea Dunmire acknowledged that a Recap of the last FDPS meeting (i.e. July 18, 2012) was previously transmitted to Subcommittee members via e-mail (**on August 7 & November 1, 2012**). When polled, no Subcommittee members had any question or comment about the Recap.

John Meyer did agree to have the current FDPS Meeting Recap and a copy of the PowerPoint[®] presentation shown at the FDPS meeting posted to the LEPC website. These items will be posted immediately following approval of the draft Recap by FDPS members that attended the current meeting.

3. UPDATE ON FUTURE “**FIRE DEPARTMENTS: PROMOTING USEFUL EPCRA INFORMATION**” WORKSHOP

Mr. John Meyer advised that he and Subcommittee member Chet Klinger met with three Largo Fire Department (LFD) officials (i.e. **David Mixson, Tim Wedin and J. Keith Hatten**) shortly following our last Subcommittee meeting, on July 24th, to: confirm annual receipt of Tier II forms from facilities within their City; ascertain LFD’s use of Tier II data and storage of the forms; confirm that *E-Plan*[®] is the primary resource utilized when responding to a hazmat incident; to potentially evaluate how the Local Emergency Planning Committee and/or Facility Disaster Planning Committee could be of additional assistance to them; and to determine whether potential conduct of a future “*Fire Departments: Promoting Useful EPCRA Information*” workshop would be beneficial to them and, if so, their suggested topics.

The LFD representatives expressed a sincere interest in attending and participating in the potential/future workshop and their suggested topics to cover spanned the spectrum from EPCRA basics (e.g. history/purpose)... to the reporting thresholds/timelines... and potential consequences for non-reporting.

Mr. John Meyer reminded Subcommittee members of the perceived benefit of such a workshop for the LEPC is to foster, and in some instances - establish, a working relationship with multiple fire departments which could stimulate additional interest and participation in future LEPC & FDPS meetings and initiatives, as well as to promote them. In addition, being identified as established source for hazardous materials data and information would bode well for the LEPC and FDPS and would enable the fire departments to additionally share them as a resource within their communities and/or to inquiring businesses.

Mr. John Meyer indicated that he and/or Chet may visit with and/or solicit ideas from another Fire Department (or two) in the near future in order to refine the potential Workshop Agenda and topics. Ms. Stacie Cooper agreed to visit several of the fire departments if need be. As an alternative, Ms. Trisha Williams suggested that, since we already have the fire department contact e-mail addresses, would it be more productive to alternatively send out an e-mail soliciting suggested workshop topics? The attendees agreed all that this would be especially helpful. **With the guidance and assistance of Chet Klinger and/or Thea Dunmire, John Meyer will prepare and transmit the e-mail and summarize the responses received at the next FDPS meeting.**

Many of those attending the FDPS agreed that there appears to be only a fine line between the theme of the "How-to-Comply" (HTC) workshops conducted annually for facilities and the array of information suggested during the meeting with the Largo Fire Department officials. Since the fire department workshop would apparently not be tremendously unique, perhaps it would be advantageous to host a couple of identical HTC workshops and invite both audiences simultaneously. This may also avail an invaluable interaction between facility and fire department personnel.

Ms. Trisha Williams inquired whether fire departments are periodically required to inspect facilities beyond, perhaps, the Fire Marshal's initial inspection of new construction. If so, what is the requirement and how frequently must the inspections occur? **Mr. Meyer identified that he did not know the answer but would find out and report back to the FDPS members in association with the next meeting, if not sooner.**

Ms. Thea Dunmire recognized that only seven to ten attended the HTC meetings held last year. With the goal of trying to boost attendance at the HTC workshops to be conducted in early 2013, the following were suggested:

- timely issuance of *Press Release(s)* to the local newspapers, perhaps twice (Thea Dunmire)
- timely notification of the workshop on the Council and LEPC websites (John Meyer)
- send out Workshop Flyer to local chemical distributors for promotion and further dissemination to clients.
- e-mail Workshop Flyer to the following as promotional an/or for further dissemination to their members/clients:
 - *Bay Area Manufacturers Association. Ms. Patricia Williams identified that their website contains a membership listing with corresponding e-mail addresses (www.bama-fl.org/board).*

Ms. Stacie Cooper agreed to transmit the Flyer, once completed, to this entity.

- *Air & Waste Management Association.* **Ms. Patricia Williams identified that their website also contains a membership listing with corresponding e-mail addresses. The link is www.flawma.com/board.html.** Ms. Cooper agreed to transmit Flyer to this entity, once completed.
- *Florida Manufacturing Chemical Association.* **Mr. Meyer agreed to research whether this entity has a local branch and, if so, ascertain an e-mail listing of members.**
- *Tampa Bay Association of Environmental Professionals.* Ms. Cooper agreed to transmit the Flyer to this entity, once completed.
- *Florida Water Quality Association.* **A link to the listing of Directors for the Florida Water Quality Association is <http://fwqa.com/index.cfm?pageID=6>.** Ms. Cooper agreed to transmit the Flyer to this entity, once completed.
- *Tampa Bay Propeller Club.* **[John Meyer already has an e-mail contact in mind]**
- *Tampa Bay Spill Committee.* **[John Meyer already has an e-mail distribution list for this entity]**

HTC Workshop dates should be selected as early as possible so that advertising and promotion can begin as early as mid- to late December.

Mr. Ed Kinley suggested soliciting further ideas regarding HTC workshop promotion at the next LEPC meeting. **John Meyer agreed to facilitate this discussion at the November 28, 2012 LEPC meeting. Mr. Meyer also agreed to have a separate conversation with LEPC Chair Scott Ehlers (Tampa Fire Department) about possible ideas to promote interest within the fire service industry.**

4. TIER II SUBMITTAL OPTIONS FOR 2012 REPORTING PERIOD

Mr. Meyer advised that the following options will be available to transmit the 2012 facility Tier II reports, which will be due on March 1, 2012:

- Mail Hard Copy of completed Tier II Form;
- Prepare Form using *Tier II Submit*[®] program and Mail Hard Copy;
- Prepare Submittal Electronically through *FloridaHMIS.org*[®] program; OR
- Prepare Submittal Electronically through *Tier II Manager*[®] program. (?)

Mr. Meyer acknowledged that regardless of the submittal method selected, all data is ultimately transferred to E-Plan, which is utilized regularly by first responders when responding to a hazardous materials incident. **Presently only seven states allow direct entry of Tier II information into E-Plan by facilities.**

Ms. Stacie Cooper inquired as to who currently has access to E-Plan. Mr. Meyer responded that, within the State of Florida, access can be (or is) granted to first responders (fire/police), hazmat teams, FDEM and the LEPCs.

Immediately following the meeting, Mr. Meyer subsequently participated in a 1:00 p.m. teleconference with Florida Division of Emergency Management staff and representatives from the other 10 Local

Emergency Planning Committees from across the State. The purpose of the teleconference was to solicit input from the LEPCs about the possibility of allowing facilities to enter their Tier II data directly into *E-Plan*® as an additional option. This option may be lieu of the *Tier II Manager*® due to recently-received software and technical support cost estimates. Since *E-Plan*® is predominantly utilized by the emergency response entities, one significant benefit of such alternative is that the data would be accessible instantaneously upon entry by the facilities. It is anticipated that the *E-Plan*® program capabilities would be modified slightly to accommodate the needs of the LEPCs and the FDEM/SERC (e.g. query data, produce Reports and sort by multiple categories capabilities). It is my understanding that additional meetings (or teleconferences) are planned in the immediate future to further discuss the viability of the *E-Plan*® option with the first responders and also industry representatives. FDPS member Jennifer Garwood (Duke Energy/FDPS Member) has agreed to serve as one of the industry representatives providing such input.

CHANGES TO THE TIER II FORM FOR 2013 REPORTING PERIOD (i.e. effective January 1, 2014)

EPA has recently enacted changes to the data requirements associated with EPCRA’s Tier II reporting process. The following changes go into effect on January 1, 2014 for the 2013 reporting cycle:

<u>New Data Requirements:</u>	<u>New “Optional” Data Entry Fields:</u>
<ul style="list-style-type: none"> ● Latitude/Longitude Coordinates; ● Concurrent TRI/RMP Facility Identification Numbers (if applicable); ● Identification of whether Facility is “Manned” or “Unmanned”; ● Maximum # of Occupants at Facility at any One Time; ● Facility Emergency Contact & Owner/Operator E-Mail Addresses; ● Separate Data Fields for reporting Pure Chemical and mixtures; and ● Description of Storage Types and Conditions rather than former reporting by code. 	<ul style="list-style-type: none"> ● Facility Contact Phone Numbers; and ● Parent Company Contact Information. <p style="text-align: center;"><u>Revised Form will also include:</u></p> <ul style="list-style-type: none"> ● A Listing of Range Codes imprinted on Form. However, the State of Florida will still require identification of Maximum Daily Amount of Chemical(s) <u>in Pounds</u>; and ● Ample additional space for State/Local requirements and/or Voluntarily identification of Hazardous Chemicals below the Reporting Thresholds.

5. UPDATE ON SERC/EPA “MEMORANDUM OF UNDERSTANDING” REGARDING SUPPLEMENTAL ENVIRONMENTAL PROJECT(S)

Mr. Meyer reminded Subcommittee members that a Supplemental Environmental Projects (SEP) process is a potential option for facility(ies) found to be in violation of the EPCRA by the U.S. Environmental Protection Agency and subject to a fine. The process would allow the industry to fund a task(s)/project(s) at a cost of up to 75% the actual fine value. If a SEP(s) is agreed upon between the USEPA, the State Emergency Response Commission and the violating industry, it is understood that the violating industry would remain liable for paying the balance of the fine.

The Florida Division of Emergency Management has asked each District to identify SEPs that could be applied within their District. Funding SEPs should vary in cost to coincide with fines of varying severity. It is FDEM’s intentions (or desires) to have pre-approved, detailed/optional SEPs that they can simply “pull

off the shelf” for implementation if agreed to between the USEPA, the SERC and the violating industry.

Mr. Meyer identified that the State of Florida is modeling the Florida program after the program already instituted in the State of Illinois. The Illinois’ program has broken the potential projects into six different program categories: *Pollution Prevention/Reduction*; *Environmental Education and Public Awareness*; *Environmental Restoration and Protection*; *Waste Collection Events and Community Waste Programs*; *Emergency Planning and Preparedness*; and “Other.”

With the exception of the category entitled “Other,” examples within each category are:

<p style="text-align: center;"><u>Pollution Prevention/Reduction</u></p> <ul style="list-style-type: none"> • At schools, libraries, municipal buildings, hospitals, etc.: <ul style="list-style-type: none"> - Conduct an energy audit. - Purchase and install solar panels. - Purchase and install daylighting systems. - Install barriers to reduce noise. - Pave roadways to control fugitive dust emissions. • Sponsor a pollution prevention workshop. • Purchase and install devices and/or provide cleaner fuels for school buses. • Assist a school in recycling laboratory chemicals. 	<p style="text-align: center;"><u>Environmental Education and Public Awareness</u></p> <ul style="list-style-type: none"> • Fund environmental education materials and/or training for teachers. • Provide funding to a municipality to increase public awareness of recycling or other environmental programs. • Sponsor a program that recognizes outstanding environmental projects. • Fund school field trips to recycling businesses, landfills, water treatment plants, or waste water treatment plants. • Fund an environmental learning project. • Fund an ecology/environmental workshop or camp.
<p style="text-align: center;"><u>Environmental Restoration and Protection</u></p> <ul style="list-style-type: none"> • Restore a local stream bank to reduce erosion and provide natural habitat. • Remove garbage and other waste from a local stream. • Restore or enhance a prairie. • Restore a contaminated “brownfield” site. • Purchase land for parks and natural areas. 	<p style="text-align: center;"><u>Waste Collection Events and Community Waste Programs</u></p> <ul style="list-style-type: none"> • Conduct a household hazardous waste, pharmaceutical waste, or scrap tire collection event. • Fund the construction of a permanent household hazardous waste collection site. • Subsidize recycling efforts or a used oil or waste paint collection center.
<p style="text-align: center;"><u>Emergency Planning and Preparedness</u></p> <ul style="list-style-type: none"> • Provide funds for hazardous materials training and special response teams. • Purchase protective clothing and equipment for fire departments to use when responding to hazardous spills. 	

A considerable amount of additional information concerning Supplemental Environmental Projects, the process and regulations is available from the Illinois Environmental Protection Agency website (<http://www.epa.state.il.us/enforcement/sep/>).

Thea Dunmire inquired “about how annual many enforcement actions has the SERC taken over the past couple of years locally and statewide?” **Mr. Meyer agreed to find out the answer. FDEM staff has advised that SERC enforcement actions do generally not occur more than once per year Statewide. However, such actions were brought against facilities within the Tampa Bay area three times since 2006.**

Ms. Trisha Williams researched and provided examples of SEPs from the State of Texas. Subcommittee Chair Dunmire asked that these examples be appended to the end of this Recap, please see *Figure 1*.

6. UPDATE ON POTENTIAL FOR “UNIVERSAL CREDENTIALING”

Mr. Meyer identified that the issue of the need for “Universal Credentialing” was raised within our District during the conduct of one of the “Brainstorming” sessions conducted by FDPS members last year. The sessions were designed to identify, and perhaps address, concerns and/or issues raised by the hazardous materials industry and to identify how the LEPC and/or FDPS may be of assistance. The purpose of this initiative was focused on alleviating a concern for a potential (considerable?) delay in authorizing key facility personnel to re-enter impacted areas and their facilities following man-made or natural disasters, if access is granted at all. Aside from potential physical barriers that could occur following such an event, it is anticipated that the multitude of law enforcement agencies expected to “man” roadblocks to affected areas would likely exacerbate the delay. A question arose to the effect of “are there credentials that could be provided to key personnel of relevant facilities in advance of a disaster which would alleviate some of the difficulty and time involved with re-entry into an affected area(s)?” It was emphasized that key facility personnel, although they evacuate initially as may have been required, should be able to promptly return and secure their facility and/or minimize their risk of exposure from others, which could include the potential for hazardous materials release(s). Since a similar program is not known to exist within the State or nation, the simplistic questions of “what to do” and “how to do it,” establishing such procedures may be the most time-consuming and difficult to answer.

While Stephanie McDannold was unable to join us today, she reiterated that the Florida Division of Emergency Management is/was aware of the concern and will be establishing a Subcommittee to address the issue. While this task was initially assigned to Mr. John Cherry of FDEM, he subsequently resigned. This task has been re-assigned to Mr. Chuck Hagan. To Stephanie’s knowledge, the Subcommittee has yet to be formulated. **Ms. McDannold had agreed to monitor the status and provide updates at future FDPS meetings as may be appropriate and/or relevant.**

7. UPDATE ON “FLORIDA BUSINESS DISASTER SURVIVAL KIT” & POTENTIAL FUTURE TRANSFER TO FDEM WEBSITE

Mr. Meyer reminded members that the FDPS previously compiled pertinent hazardous materials data and resources over a series of meetings with the hope/expectation that these could be added to the *Florida Business Disaster Survival Kit*® (FBDSK). It was determined that this information could easily and appropriately supplement the sparsely-populated hazardous materials component/section of the FBDSK. Among other objectives, the Kit was designed to assist businesses in preparing Disaster Plans for their facilities to address a multitude of hazards. Incorporation of the data and resources into the FBDSK was postponed until a funding source was identified and established.

While Betti Johnson was unable to join us today but has relayed the following facts:

- The Florida Division of Emergency Management had expressed a willingness and interest to bolster the hazardous materials section of the FBDSK, as suggested. The updated FBDSK would then be

consolidated with additional resource(s) into a product to be known as “Get a Plan,” which would ultimately be posted to their website.

- The FDPS data and resources were transmitted to John Cherry of FDEM staff for these purposes several months ago. However, Mr. Cherry subsequently resigned.
- This task has been assigned to Richard Butgereit, head of the IT/GIS Department Manager. A recent response from Mr. Butgereit had indicated that progress was delayed on account of “pressing” FDEM duties (e.g. EM Constellation, deployment of SERT TRAC, roll out of improved FloridaDisaster.org website and the RNC), all of which have transpired.
- Based on FDEM’s prior enthusiasm, progress towards the rollout of “Get a Plan” would be expected in the not too distant future.

When Mr. Meyer identified that “SERT TRAC” is actually the State Training calendar, Thea Dunmire inquired whether future FDPS workshops could be posted to the SERT TRAC. **John Meyer responded that he does not believe so but will research the qualifications of postings to the SERT TRAC.**

Ms. Johnson had agreed to monitor the status and provide updates at future FDPS meetings as may be appropriate and/or relevant.

8. OTHER ISSUES/COMMENTS

Potential Storm Surge Preparedness Workshop for Businesses

Mentioning the recent effects of Hurricane Sandy in the northeast, Thea Dunmire suggested that now would be an opportune time for a preparedness workshop on the effects of storm surge for assisting vulnerable facilities within the Tampa Bay Region. Those attending the meeting agreed.

The following were suggested as workshop parameters:

- to be conducted in April - June 2013.
- to be held in the middle of a week (e.g. Tuesday - Thursday).
- be about four hours in length including a lunch option.
- **John Meyer was tasked with determining Council Conference Room availability for April 23-25. As of the date of this Recap preparation (i.e. 11/09/12), the Council’s Conference is available at any time on each of the three days. However, increased bookings of the Conference Room will inevitably occur as these dates draw near.**

John Meyer advised members that Ms. Betti Johnson has served as Emergency Management staff for the Tampa Bay Regional Planning Council for the past 30+ years and has prepared countless hurricane studies and analyses as well as coordinated the distribution of millions of copies of the annual hurricane guide. Ms. Johnson has access to the latest storm surge modeling runs conducted for the entire Tampa Bay area and has many contacts who she can call on to assist with the workshop (e.g. Dan Noah/NWS). Ms. Jennifer Logan-Porter added that her husband (Steve Porter) spent many years with Hillsborough County Emergency Management and may also be willing to participate and/or avail a variety of resources.

Potential Volunteers

Ms. Jennifer Garwood identified that she is part of a “mentorship” program and could potentially arrange to have youth volunteers to assist with future FDPS initiative(s).

FEMA'S Private Sector Preparedness Certification

Thea Dunmire asked that the topic of “FEMA'S Private Sector Preparedness Certification” process be placed back on the Agenda of the next FDPS meeting for discussion. The Private Sector Preparedness Certification program is designed to potentially allow accreditation of facility’s Business Continuity and/or Disaster Recovery Plans by a certified third party (for larger businesses) or, perhaps, allowing small businesses to self-certify their own Plans. Discussion ensued about the possibility of such a presentation in conjunction with the topic(s) of another FDPS workshop. **John Meyer agreed to place this item on the Agenda for the January 16, 2013 FDPS meeting.**

9. SUMMARY OF ACTION ITEMS FOR NEXT MEETING

10. ADJOURNMENT

Following a reminder of the next scheduled meeting (Wednesday, January 16, 2013), Subcommittee Chair Dunmire adjourned the meeting at 12:55 p.m.

**FIGURE 1
SUPPLEMENTAL ENVIRONMENTAL PROJECTS - STATE OF TEXAS (EXAMPLES)**

**SINCE THE INTENDED FIGURE
CONSISTS OF 13 PAGES, IT WAS
INTENTIONALLY REMOVED FOR
BREVITY REASONS. THE FIGURE
CAN BE PROVIDED BY CONTACTING
JOHN MEYER.**

LEPC District 8 was allotted a \$47,072 FDOT Hazardous Materials Emergency Preparedness (HMEP) subgrant through the Florida Division of Emergency Management for the period of July 1, 2012 - June 30, 2013. One noteworthy caveat to the subgrant was that the LEPC had to expend \$11,768 (i.e. 25%) exclusively during the first quarter for training and associated expenses or otherwise forfeit any/all unspent monies. It was further encouraged that the remaining training funds be spread relatively even across the final three quarters of the Contract period. The program is intended to increase public-sector first responder hazardous materials response training opportunities. Each training event must: meet FDEM’s cost effectiveness criteria and must be transportation-related or include a transportation component or nexus.

The following Table identifies the FY 2012-13 HMEP training schedule by quarter for District 8 along with the associated expenditures. The following constitutes a breakdown of the 2012-13 HMEP Training Contract expenditures:

Quarter	Date	Name	Expenses	Cumulative	Remaining
BASE FUNDING UNDER 2012-13 HMEP CONTRACT					\$47,072.00
1	8/23-25/2012	8-Hr. Foam/Ethanol Training, Zephyrhills Fire Dept.	\$ 5,199.00	\$ 5,199.00	\$41,873.00
	8/27-29/2012	Foam/Ethanol Training, Pasco County Fire Rescue ³	\$ 5,199.00	\$10,398.00	\$36,674.00
	9/12-28/2012	160-Hr. Hazmat Tech Course (5 Students), Pinellas	\$ 5,815.00	\$11,014.00	\$36,058.00
		1 st Qtr Admin. Expenses/July - Sept. 2012 <Actual ¹ >	\$ 754.00	\$11,768.00	\$35,304.00
2	10/23-25/2012	E-Plan Users Conference (J. Patterson), Atlanta, GA	\$ 955.46	\$12,723.46	\$34,348.54
	11/27-29/2012	8-Hr. Hazmat Life Safety & Command, Manatee ²	\$ 3,600.00	\$16,323.46	\$30,748.54
	12/18-20/2012	8-hr. Foam/Ethanol Training, Pinellas Co. Hazmat ²	\$ 6,100.00	\$22,423.46	\$24,648.54
		2 nd Qtr Admin. Expenses/Oct.-Dec., 2012 <Estimate ¹ >	\$ 1,400.00¹	\$23,823.46	\$23,248.54
3					
		3 rd Qtr Admin. Expenses/Jan. - March, 2013			
4					
		4 th Qtr Admin. Expenses/April - June, 2013			

FOOTNOTES:

- Administrative expenses include indirects, internal service charges, auditing, building occupancy, travel time and small miscellaneous expenses. Please note that the “estimate,” signified in **red**, was established at the time of Agenda materials preparation and is presented for informational purposes only. The cost *estimate* is then revised at the end of each quarter to reflect actual administrative costs once tabulated, as would be appropriate, and invoiced to the FDEM as part of the quarterly HMEP Training Contract deliverables.
- Italicization* of course(s), if applicable, signifies that the course(s) has been committed/approved but not yet conducted.
- The Foam/Ethanol Training course originally scheduled for Pasco County Fire Rescue on August 27-29 was canceled on account of the threat of (then) Tropical Storm Isaac. It is anticipated that the course may be scheduled later in the Contract year within Pasco County.

HMEP Training Subcommittee Chair J.J. Johnston has scheduled a HMEP Training Subcommittee meeting on Wednesday, November 28, 2012 at 9:30 a.m. at the LEPC/TBRPC offices, one hour prior to the scheduled start of the LEPC quarterly meeting. The primary purpose of the meeting is to continue discussion(s) regarding training initiatives, requirements and desires of public-sector first responders across the four-County District. It is anticipated that the meeting will include renewed discussion about the possibility of hosting the Foam/Ethanol training courses within each County, acknowledging that such training has already occurred during the Contract period within Pasco County and Pinellas County has been scheduled for December. The Contract period ends on June 30, 2013.

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. Emergency Management's primary role is in Consequence Management and each Regional Task Force also has EM representatives. For District IV, the EM Co-Chairs are Joe Eckstein, Citrus County Emergency Management Director and Annette Doying, Pasco County Emergency Management Director. There are two planner positions funded to support the Regional activities. One is housed in FDLE (Jill Sweeney) and one is housed at the RPC. Amanda Shaw, RDSTF Planner for the region, accepted a position with the Hillsborough County Office of Emergency Management, effective August 13, 2012. In order to ensure continuity of the program and meet immediate deadlines, Betti Johnson, Principal Planner with TBRPC assumed this role full time. Ms. Johnson has more than 30 years experience with emergency management planning, training and exercise and mitigation. This assignment will be revisited with the RDSTF Co-Chairs after the beginning of the year.

Regional Interoperable Communications Exercise

The region recently hosted several training events including two ICS Classes (Intermediate ICS 300 in Sumter County and Advanced ICS 400 in Hillsborough County). A 4-day Communications Unit Leader Workshop was held October 22-25, 2012 meeting recommendations of the TIC Plan and the After-Action Report of the last I/O Regional Exercise (ClearCOMM). In addition a one-day workshop was recently held November 14th in Hillsborough County with 30 participants on the Florida Interoperability Network (FIN).

Region 4 will participate in the RADAR II exercise in February and will host a regional Interoperable Communications Exercise next year as well. Planning is only in the preliminary stages and updates will be provided as they are available.

Multi-Year Training and Exercise Planning Workshop

In late fall, each RDSTF region begins compiling information on the training and exercise needs of the agencies within their region. The collection point for this information will be the emergency management office in each county. Local agencies should reach out to their emergency management office if they are not asked for this information by January 2013.

The list of T&E for FY 2013 was developed last year and we are currently finalizing and posting available training on SERT TRAC. Our goal is to finalize all training for the first quarter of 2013 before December 11th.

Additional Material: None

Action Recommended: None. For Information Only

The U.S. Chemical Safety Board (CSB) released a safety video entitled "*Inherently Safer: The Future of Risk Reduction*" in July of 2012. The video commences with a characterization of a 2008 explosion which occurred at the Bayer Crop Sciences Plant in Institute, WV and resulted in two deaths and eight injured. The incident could have been far worse if the exploding vessel had taken a different trajectory, pieces of it could have hit the facility's nearby piping carrying Methyl Isocyanate, the same chemical that killed thousands of people in 1984 in Bhopal, India. However, the majority of the video revolves around recommendations and challenges issued by CSB officials for the chemical industry to evaluate their processes to determine if safer alternatives exist. The four key concepts to be considered are: Minimization, Substitution, Moderation and Simplification of their chemical use processes. Implementation of alternative(s), if applicable, available and implemented, would likely result in elimination/reduction of hazards, prevention of accidents and safer nearby communities,

The video is available for view from the CSB website (www.csb.gov) or from YouTube® at: www.youtube.com/watch?v=h4ZgvD4FjJ8.

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

**TRAINING, WORKSHOP OR
CONFERENCE OPPORTUNITIES**

Information is available for the following Training/Conference events:

- A. FDEM’s Training and Events Schedule/**Region 4**, Various FL Locations/Times (Nov. ‘12 - Feb. ‘13)
- B. FDEM’s Training and Events Schedule/**Region 6**, Various FL Locations/Times (Nov. ‘12 - Feb. ‘13)
- C. Hazardous Materials Life Safety & Command for Firefighters, Manatee County, Nov. 27-27, 2012
- D. Foam/Ethanol Training, Pinellas County, December 18-20, 2012
- E. Various Courses/Hazardous Materials Training Symposium, Daytona Beach, January 23-24, 2013

COURSE	DATE	TIME
Haz-Mat Team Bomb Technician Integration RNC Preparations and Fire Department Role Nuclear Power Plant Response Chemical Suicide Response	January 23, 2012	1:00 - 3:00 p.m. 1:00 - 3:00 p.m. 3:00 - 5:00 p.m. 3:00 - 5:00 p.m.
Haz-Mat Risk Assessment Introduction to Advanced Field Identification Techniques Hazardous Materials Medical Protocols/Toxidromes Basic Air Monitoring	January 24, 2012	8:00 - 10:00 a.m. 8:00 - 10:00 a.m. 10:00 a.m. - Noon 10:00 a.m. - Noon

FDEM TRAINING AND EVENTS SCHEDULE/REGION 4 (Nov. 2012 - Feb. 2013), as posted 11/19/12



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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.

[Training and Events Links](#) | [Frequently Asked Questions](#) | [FDEM Course List](#)

 [Search Criteria](#) 

Course No. Course Name

Region

From To

Jump to a month
[November 2012](#) [December 2012](#)

November 2012 Training and Events

Date	Region	City/ County	Name	Status
Nov. 13 - Nov. 14	Region 4	Winter Haven Polk	G-290 - Basic Public Information Officer (PIO) ...	Not started
Nov. 14 - Nov. 14	Region 4	Tampa (Ybor City) Hillsborough	IG-FIN-2 - Florida Interoperable Network 4.8 ...	In progress
Nov. 15 - Nov. 15	Region 4	Winter Haven Polk	G-291 - Joint Information System - Joint Information C...	Not started

December 2012 Training and Events

Date	Region	City/ County	Name	Status
Dec. 10 - Dec. 14	Region 4	Brooksville Hernando	I-967 - Logistics Section Chief (LSC) ...	Not started
Dec. 12 - Dec. 12	Region 4	Wauchula Hardee	FI-601 - Preliminary Damage Assessment ...	Not started
Dec. 13 - Dec. 13	Region 4	Largo Pinellas	FI-601 - Preliminary Damage Assessment ...	Not started
Dec. 18 - Dec. 18	Region 4	Clearwater Pinellas	Foam / Ethanol Training Opportunity - Foam / Ethanol T...	Not started
Dec. 19 - Dec. 19	Region 4	Clearwater Pinellas	Foam / Ethanol Training Opportunity - Foam / Ethanol U...	Not started
Dec. 20 - Dec. 20	Region 4	Clearwater Pinellas	Foam / Ethanol Training Opportunity - Foam / Ethanol U...	Not started

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11/19/2012

FDEM TRAINING AND EVENTS SCHEDULE/REGION 6 (Nov. 2012 - Feb. 2013), as posted 11/19/12

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State Training and Events Schedule

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Search Criteria

Course No. Course Name

Region:

From: To:

Jump to a month

[November 2012](#) [December 2012](#)

November 2012 Training and Events

Date	Region	City/ County	Name	Status
Nov. 01 - Nov. 08	Region 6	Naples Collier	G-400 - Advanced Incident Command System Command & Gen...	Not started
Nov. 01 - Nov. 02	Region 6	Fort Myers Lee	I-955 - Liaison Officer	Not started
Nov. 06 - Nov. 07	Region 6	Fort Myers Lee	MGT-34 - Disaster Preparedness for Hospitals and Health...	Not started
Nov. 16 - Nov. 16	Region 6	Sarasota Sarasota	G-191 - Incident Command System/Emergency Operations C...	Not started
Nov. 27 - Nov. 27	Region 6	Bradenton Manatee	38 - Hazardous Materials Life Safety & Command Courses ...	Not started
Nov. 28 - Nov. 28	Region 6	Bradenton Manatee	38 - Hazardous Materials Life Safety & Command Courses ...	Not started
Nov. 29 - Nov. 29	Region 6	Bradenton Manatee	38 - Hazardous Materials Life Safety & Command Courses ...	Not started

December 2012 Training and Events

Date	Region	City/ County	Name	Status
Dec. 03 - Dec. 05	Region 6	Sarasota Sarasota	G-300 - Intermediate Incident Command System for Expan...	Not started
Dec. 05 - Dec. 07	Region 6	Naples Collier	G-300 - Intermediate Incident Command System for Expan...	Not started
Dec. 17 - Dec. 18	Region 6	Sarasota Sarasota	G-400 - Advanced Incident Command System Command & Gen...	Not started

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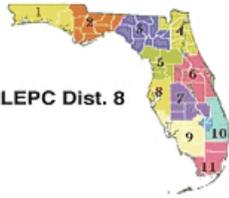
11/19/2012



LIFE SAFETY & COMMAND COURSES FOR FIREFIGHTERS

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

COURSE DATES:	November 27-29, 2012 (Three 8-Hr. Courses)
COURSE TIMES:	8:30 a.m. - 5:00 p.m.
COURSE LOCATION:	Griffith Safety & Health, LLC 8131 Lakewood Main St. Ste 204 Bradenton, FL 34202
COURSE INSTRUCTOR(S):	Joe Griffith II - Griffith Safety & Health LLC
COURSE OBJECTIVE:	Train/Educate/Prepare 1 st Responders to: <ul style="list-style-type: none"> ● perform rescue operations at hazmat incidents, as well as manage; ● perform defensive spill & release control measures at hazmat incidents ● identify hazardous materials & perform basic risk analysis; ● perform decontamination at hazmat & mass casualty incidents; and ● demonstrate proper care of personal protective gear and equipment
MAX. CLASS SIZE:	20+ Students per Day
CONTACT INFORMATION:	Steve Simpson, Manatee County Emergency Management - 941/749-3500 (ext. 1670) or steve.simpson@mymanatee.org



LEPC Dist. 8

Foam / Ethanol Up Date - Tech. Level I

A seven hour presentation developed for: Ops. Officers, ARFF personnel, haz-mat techs. and driver operators.

**St. Pete Clearwater Int. Airport - 14700 Terminal Blvd. Clearwater 33762
Three opportunities: Dec. 18-19-20, 2012 - 0900 to 1600 hrs.**



Program Focus

What fire protection industry experts know about ethanol gasoline blends: E-10, E-15, E-85 and E-95.

Managing ethanol, gasoline and bio-diesel spills at crash scenes.

What's the perfect foam?

- * Class A, B & D "super" agents
- * ARFF, Mil. spec. F24385 AFFF
- * Alcohol resistant, AR-AFFFs

Wet Demonstrations:

Demystifying foam eductors and related appliances. Jim will share a guaranteed "KIS" approach to making A & B foam systems work every time; he will demonstrate appliances flowing from 12 to 1000 gpm.

**Preregister contact: Sandy Brooking
727-582-2077
sbrooking@pinellascounty.org**

The Speaker:

Jim Cottrell, of Cottrell Associates, Inc. / Combat Support Products.Com is National Foam's eastern U.S. factory agent and product development consultant.



Jim is Chairman of the IFSTA Foam Training Committee and a member of the Underwriters Laboratories, Foam Standards Technical Panel. He has written extensively on the subject of firefighting foam chemicals, large caliber fire stream management and foam application for municipal, marine and industrial firefighting. Jim is an accomplished speaker and a nationally recognized instructor. He brings with him thirty years of industry experience.



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Haz-Mat Training Programs

Fire/Rescue EAST



Wednesday January 23, 2013

1:00 pm – 3:00 pm Haz-Mat Team Bomb Technician Integration: How well do you work with your bomb team? Are you called to stand by if needed or are you an integral part of the operation? Most bomb teams are operating with limited personnel to accomplish in some cases complicated tasks. Much like the Haz Mat teams, the bomb teams utilize specialized tools and equipment. In addition, like the Bomb teams during training the technicians are told to rely on the other to assist in specific operations. This session will discuss some of the ways these teams can be interfaced and support each other. During this session, tools of the trade will be reviewed and sample procedures for department guidelines will be presented. Michael Piland, Engineer/Bomb Technician Haz-Mat 1, Orlando Fire Department

1:00 pm – 3:00 pm RNC Preparations and F D Role: The goal of this course is to provide the student with first-hand information from experts who were involved with the preparation of the Republican National Convention in Tampa. This will be a look at the roles and responsibilities of the Fire Department before, during, and after the event. Chief Ehlers with Tampa Fire/Rescue served on the Incident Command Team and has first hand knowledge of what it took to hold this large National Convention in Tampa. Scott A. Ehlers, Chief of Operations, Tampa Fire/Rescue

3:00 pm – 5:00 pm Nuclear Power Plant Response: The goal of this course is to provide awareness level introduction to the planned response to a nuclear power plant emergency in Florida by providing fundamental terms and concepts. Roger Rankin and Melanie Motiska

3:00 pm – 5:00 pm Chemical Suicide Response: This session examines the growing trend of chemical suicide techniques and is intended to provide all levels of responders with the basic knowledge required to recognize a potential chemical suicide, how to safely approach the incident, and investigative actions. Emphasis on chemical suicide trends currently encountered by public safety personnel in Florida and make students aware of: chemicals, mind of the victim, processes, hazards associated with chemical suicide operations, joint response by fire and law enforcement, evidence consideration and crime scene management. It will provide a detailed look at the chemicals most commonly used during chemical suicide, their affect on the victim and precautions the responder should take to protect themselves during the response. Presenters will cover emergency response practices that you should take when faced with a chemical suicide response. Cpl. Michael "Hoppy" Hopkins and Lt. Robert "Bob" Coschignano

Thursday January 24, 2013

8:00 am – 10:00 am Haz-Mat Risk Assessment: Students will discuss approach to the organization of response to an incident involving a spill or release of hazardous materials. Principles of situational size-up and hazard risk assessment related to fixed site and transportation related chemical emergencies will be discussed. Chief Don Sessions, Special Operations Chief, Gainesville Fire Rescue and Captain Dan Smith, Hazmat, Gainesville Fire Rescue.

8:00 am – 10:00 am Introduction to Advanced Field Identification Techniques: This program goes beyond the analytical information gained during the initial risk assessment entry at a haz-mat scene. The participants are introduced to additional procedures and technologies that can be used to characterize and identify un-identified hazardous materials using wet chemistry, FTIR, Raman and various gas chromatography (GC) technologies. Douglas Wolfe, James "Steve" Coffin, Nancy Ludwigson

10:00 am – 12:00 pm Hazardous Materials Medical Protocols / Toxidromes: This session will focus on the more common exposures that take place. During the presentation, the speakers will review the types of exposures, signs and symptoms, and protocols. A hazardous materials trained paramedic will be equipped to identify and intervene with victims of chemical exposures related to accidental or intentional releases. In addition to the specific exposures discussed above, the speakers will also present the benefit of having trained paramedics along with the requirements and resources needed to maintain a program within a department or region. Armando "Toby" Bevelacqua and Richard Stilp

10:00 am – 12:00 pm Basic Air Monitoring: This course is designed to provide the participant with an understanding of the proper use of air monitoring equipment during hazardous materials emergency response. The course guides students through the hazard assessment and verification process necessary for effective air monitoring operations. Students will be provided with the working knowledge of monitoring equipment in their jurisdiction and will be provided with hands-on application training. Lt. Butch Loudermilk, Seminole County Fire/Rescue

TO REGISTER: Go to www.ffca.org

Agenda Item #11

LEPC BUSINESS

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

The 19th update of the *District 8 LEPC Hazardous Materials Emergency Response Plan* was approved by the Florida Division of Emergency Management on August 29, 2012 and ratified by the State Emergency Response Commission at their October 12, 2012 quarterly meeting. The updated Plan has been posted to the LEPC website and a CD Rom containing the updated LEPC Plan in various formats is being distributed to the required entities.

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

B. FDEM REGION 4 QUARTERLY MEETING John Meyer

The Florida Division of Emergency Management - Region 4 held typically meets on a quarterly basis at various locations across Region 4. A meeting was not held during the third quarter so as not to conflict with planning associated with the Republican National Convention or the event itself. The next FDEM Region 4 meeting has been tentatively scheduled for Friday, November 30, 2012 at a location yet to be determined. A *Summary* of that meeting will be provided in association with the February, 2013 LEPC Agenda materials.

Additional Material: None
Action Recommended: None

C. ELECTIONS FOR LEPC CHAIR/VICE-CHAIR Hallie Calig

According to LEPC membership guidelines, each LEPC shall elect a LEPC Chair and Vice-Chair at their next scheduled meeting following reappointment of all LEPC members by the SERC. Such reappointments were authorized in conjunction with the October 2012 SERC meeting. Chair Scott Ehlers and Vice-Chair Jeff Tobergte were elected to their respective posts in July 2008 (and again in August 2010) for two-year terms. LEPC membership policies do not preclude officers from serving for more than one term. Each of these parties has expressed an interest in maintaining their positions for additional two-year terms. Others may be nominated by the membership for these positions. Such nominations shall include a prior agreement to serve from the candidate and shall be provided in writing to Mr. John Meyer (LEPC Staff Coordinator - johnm@tbrpc.org) and/or Ms. Hallie Calig (LEPC Nominations Subcommittee Chair - hallie.calig@ci.tampa.fl.us) on or before Friday, February 8, 2013. If nominations are received for either or both of these positions, a formal election process will be conducted in conjunction with the next LEPC meeting (i.e. February 27, 2013). Please note that nominations for these positions will not be accepted on the floor on the day of the meeting.

Additional Material: None
Action Recommended: None

D. E-PLAN USERS CONFERENCE

Jeff Patterson

The LEPC provided funding (under the HMEP/Training Contract) for Jeff Patterson (Hillsborough County Emergency Management/Hillsborough County Fire Rescue) to attend the annual *E-Plan Users Conference* in Atlanta, GA on October 23-25, 2012. Mr. Patterson will provide a brief recap of the Conference.

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

E. LEPC MEETING DATES FOR 2013

Scott Ehlers

The Local Emergency Planning Committee typically meets on the *last* Wednesday of February, May, August and November annually. However, during 2013, the last Wednesday in November falls during Thanksgiving week. For fear of attendance issues, it is suggested that an alternate November 2013 meeting date be selected to: secure this Conference Room venue, provide sufficient notice to LEPC members and to provide accurate and timely advertisement of meeting dates. The proposed/alternate meeting dates to be considered are **Wednesday, November 20, 2013 OR Wednesday, December 4, 2013**.

The LEPC meeting schedule for 2013 is:

- Wednesday, February 27th;
- Wednesday, May 29th;
- Wednesday, August 28th; and
- Wednesday, November 20, 2013 **OR** Wednesday, December 4, 2013 (to be determined in association with this LEPC meeting).

Additional Material: None
Action Recommended: **Motion to select Alternative November 2013 Meeting Date.**

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

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 consult John Meyer, LEPC Staff Coordinator.

Agenda Item #13

PUBLIC COMMENTS

Chair Ehlers

Agenda Item #14

NEXT MEETING - Wednesday, February 27, 2013

Chair Ehlers

Agenda Item #15

ADJOURNMENT

Chair Ehlers