



# LEPC Agenda

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## 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, February 27, 2013 - 10:30 am**

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

- |                 |  |                               |
|-----------------|--|-------------------------------|
| Agenda Item #1  | CALL TO ORDER, WELCOME, PLEDGE OF ALLEGIANCE - <a href="#">Page 1</a>                                      | Chair Scott Ehlers            |
| Agenda Item #2  | APPROVAL OF <i>MINUTES</i> - November 28, 2012 LEPC MEETING - <a href="#">Page 1</a>                       | Chair Ehlers                  |
| Agenda Item #3  | DISTRICT 8 LEPC MEMBERSHIP CHANGES - <a href="#">Page 1</a>  | John Meyer                    |
| Agenda Item #4  | RECAP OF QUARTERLY SERC MTGS & TTF'S "PROJECT BOARD" - <a href="#">Page 2</a>                              | Chair Ehlers                  |
| Agenda Item #5  | HMEP PROGRAM - PLANNING - <a href="#">Page 14</a>  | Subcomm. Chair Alan Pratt     |
| Agenda Item #6  | FACILITY DISASTER PLANNING SUBCOMMITTEE - <a href="#">Page 14</a>  | John Meyer                    |
| Agenda Item #7  | HMEP PROGRAM - TRAINING - <a href="#">Page 24</a>  | Subcomm. Chair James Johnston |
| Agenda Item #8  | REGIONAL DOMESTIC SECURITY TASK FORCE - <a href="#">Page 25</a>  | Betti Johnson                 |
| Agenda Item #9  | TRANSFLO ETHANOL UNIT TRAIN HANDLING TERMINAL/<br>PORT OF TAMPA- <a href="#">Page 26</a>                   | Greg Rhoads                   |
| Agenda Item #10 | TRAINING, WORKSHOP AND CONFERENCE OPPORTUNITIES - <a href="#">Page 26</a>                                  | Chair Ehlers                  |
| Agenda Item #11 | LEPC BUSINESS  | Chair Ehlers                  |
|                 | A. <i>Tampa Bay LEPC HazMat Emergency Response Plan Update</i> - <a href="#">Page 32</a>                   |                               |
|                 | B. Florida Division of Emergency Management/Region 4 - Quarterly Meeting Summary - <a href="#">Page 32</a> |                               |
|                 | C. Elections for LEPC Chair/Vice-Chair - <a href="#">Page 32</a>   |                               |
|                 | D. <i>Thomas Yatabe Awards</i> Recognition - <a href="#">Page 33</a>                                       |                               |
|                 | E. Hazardous Materials Awareness Week Recognition - <a href="#">Page 34</a>                                |                               |
|                 | F. Other Business (To be Determined and/or may be Applicable) - <a href="#">Page 34</a>                    |                               |
| Agenda Item #12 | TAMPA BAY LEPC LOGO SHIRTS - <a href="#">Page 34</a>   | Chair Ehlers                  |
| Agenda Item #13 | PUBLIC COMMENTS - <a href="#">Page 34</a>  | Chair Ehlers                  |
| Agenda Item #14 | NEXT MEETING - <a href="#">Wednesday, May 29, 2013</a>   | Chair Ehlers                  |
| Agenda Item #15 | ADJOURNMENT  |                               |

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

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Agenda Item #1

CALL TO ORDER, WELCOME, PLEDGE OF ALLEGIANCE

Chair Scott Ehlers

Agenda Item #2

APPROVAL OF NOVEMBER 28, 2012 LEPC MEETING MINUTES (Transmitted Separately from Agenda)

Chair Ehlers

Agenda Item #3

LEPC DISTRICT 8 MEMBERSHIP CHANGES

John Meyer

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	
Ed Kinley	Local Option	✓			✓		<b>Universal Environmental Solutions.</b> Mr. Kinley has changed company affiliations from “Universal Waste and Transit” to “Universal Environmental Solutions.” As a result, the modification needed to be formalized through SERC.
Ed Kinley	Transportation	✓			✓		
Charles Rowe	Hospital	✓			✓		<b>Yara North America, Inc.</b> Due to “frequent conflicts in scheduling,” Mr. Glenn Hall has decided to step down as the “Primary” LEPC representative for Yara North America. As a result, his LEPC membership was terminated along with his designated “Alternate” - Charles Rowe. Mr. Charles Rowe has subsequently requested “Primary” membership status for the company and has proposed the designation of Mr. Kris Kinnison as his “Alternate.”
Kris Kinnison			✓	✓			
Glenn Hall	Health	✓				✓	
Charles Rowe			✓		✓		
Greg Becker	Community Group		✓	✓			<b>American Red Cross/Tampa Bay Chapter.</b> Mr. William Douglass has requested a designation of his “Alternate” from “Ms. Pamela Bartley” to “Mr. Greg Becker.”
Pamela Bartley			✓			✓	





## RECAP OF THE JANUARY 25, 2013 STATE EMERGENCY RESPONSE COMMISSION MEETING

The January 25, 2013 SERC meeting was held at the Ocean Center conference facility in Daytona Beach. Mr. Mike Murphy 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.

For the benefit of new SERC Member(s), Chair Murphy characterized the State Emergency Response Commission as “a partnership group between industry, government & citizens regarding hazardous materials planning and response.”

### APPROVAL OF MINUTES:

- **Approval of October 12, 2012 SERC meeting Minutes.** The *Minutes* from the October 12, 2012 SERC meeting were approved unanimously.

### NEW BUSINESS

- **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:
  - Mr. Ed Kinley was reassigned as a “Primary” LEPC member for Universal Environmental Solutions since he had changed company affiliations. A LEPC member since October 1997, Mr. Kinley had previously represented Universal Waste and Transit. No “Alternate” was designated for (or by) Mr. Kinley under the “Local Option” category.
  - Mr. Charles Rowe replaced Mr. Glenn Hall as the “Primary” LEPC appointment for Yara North America, Inc. In turn, Mr. Rowe designated Mr. Kris Kinnison of the same agency to be his “Alternate” on the LEPC under the “Facility Owners and Operators” category.
  - Mr. Greg Becker replaced Ms. Pamela Bartley as the “Alternate” LEPC appointment for the *American Red Cross* (ARC) - Tampa Bay Chapter. The “Primary” LEPC representative from ARC remains Mr. William Douglass under the “Community Group” category.
  - Mr. Lloyd Roberts replaced Mr. Michael Holtcamp as the “Alternate” LEPC appointment for the *Southwest Florida Water Management District* (SWFWMD). The “Primary” LEPC representative from SWFWMD remains Ms. Lesley Touchton under the “Water Management District” category.
  - Mr. Michael Terrell’s LEPC Membership was terminated due to a vacancy of his position with the Manatee County Attorneys Office. As a consequence, the membership of his previously-designated Alternate (Mr. Ron Koper Sr.) was also terminated. Mr. Terrell’s membership had been recognized under the “Non-Elected Local Official” category during his tenure on the LEPC since July 2000.

- **Thomas Yatabe-SERC Award Presentations.** The SERC presented 11 Thomas Yatabe Awards, one for each LEPC District as designated by each respective Local Emergency Planning Committee. The Award 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 2012 Thomas Yatabe Award winner for District 8 was Mr. Steven Metzler of the Transportation Security Administration and the Nomination Form read as follows in its entirety:

*Mr. Steven Metzler graciously allowed LEPC staff, Hillsborough County Emergency Management, Tampa Fire Rescue and others to participate in and modify an exercise scheduled for the City of Sarasota Police/Bomb Team (SABT) on May 25, 2012. The scenario was initially designed solely to test and assess SABT's response capabilities to the placement of a simulated Improvised Explosive Device (IED) on top of a pipeline transporting an extremely hazardous substance to a storage tank at a Port of Tampa facility. Mr. Metzler enthusiastically supported the alteration of the exercise scenario to incorporate and warrant a hazardous materials response component, a pre-requisite for accreditation as the LEPC's biennial exercise requirement. The additional element was added to the scenario to assess the hazmat team's response capabilities and actions which would have transpired in the event that a rupture of the pipeline was sustained while removing the staged IED and resulted in a release of an extremely hazardous substance.*

*The SABT was one of eight local bomb teams that were trained and exercised during the week of May 22-25, 2012 in preparation for the Republican National Convention hosted in the City of Tampa during late August 2012.*

- An Award of Appreciation/Recognition was presented to George Danz for his many years of public service and membership on the SERC. Mr. Danz vacated his SERC membership due to his recent retirement. Similar recognition was prepared for Mr. Richard Smith who was unable to attend the meeting and receive his accolades in person. It is understood that Mr. Smith is scheduled to retire in March and that his Award will be delivered to him.
- Chair Murphy thanked the SERC membership for attending this particular meeting although the meeting date was “out of sync.” The purpose for the alternative scheduling of the SERC meeting was to coincide with the first Annual Hazmat Training Symposium. Lt. Jonathan Lamm and Mr. Paul Wotherspoon declared the Symposium a tremendous success. Lt. Lamm reported that 104 attended the Wednesday afternoon hazmat sessions and 126 attended the Thursday morning hazmat sessions.

Two motions were unanimously approved by the SERC:

- Send letters of appreciation from SERC to the individuals that were pertinent to the success of the Symposium (e.g. Jonathan Lamm, Matt Marshall, Paul Wotherspoon, Lout Ritter, Scott Ehlers, Doug Wolfe); and
- There will be a second (and perhaps annual) Hazmat Training Symposium and that it should be held in conjunction with the Fire Rescue East Conference. It was noted that Chair Murphy challenged

industry representatives to assist with next year's symposium. It could also serve as a great resource for the training of their personnel also.

## REPORTS

- **Report from SERC's Training Task Force (TTF).** The following highlights of the January 24, 2013 TTF meeting were identified by TTF Member Mike Murphy:
  - Conference Call. The TTF held a teleconference on December 5, 2012. The teleconference focused on mass casualty and, in particular, how to deal with contaminated remains.
  - Transportation Community Awareness and Emergency Response. TRANSCAER training will be hosted at the Florida State Fire College this year and annually thereafter. Such training has not been provided in the State of Florida in four years. The amenities associated with this training will include the use of classrooms and the auditorium and will be free of charge other than travel, meals and lodging. The specific training topics are currently being solicited. Some HMEP funding could be utilized but the details are yet to come.
  - Standard Operating Guidelines Updates. TTF members volunteered to review the Standard Operating Guidelines (SOGs) associated with 23 specific topics (e.g. Radiological, White Powder, Drums...) for potential updates that may be appropriate and/or relevant. Their findings/recommendations will be the subject of discussion at the next TTF meeting.
  - FDEM's Secure Portal/Sharepoint. FDEM has advised that they now have a Secure Portal (i.e. Sharepoint) for sensitive information and data. The site is password protected. All SERC members & LEPC staff will be provided access to the site although some will only have read and not write privileges.
  - Supplemental Environmental Projects program. FDEM provided a status update of the State's Supplemental Environmental Projects program and potential posting to FDEM's website. Chair Murphy identified that delays in establishing the program and populating the website with potential projects result in lost opportunities for local communities. Chair Murphy reminded the SERC membership that the program is designed to allow the expenditure of 75 percent what would otherwise be a fine to violating industry(ies) to undertake a specific pre-arranged initiative(s). SEPs could include education, training, hazmat equipment...
  - Potential EPA membership on TTF. It was agreed that EPA should be encouraged to become an Ad Hoc member of the TTF.
  - 2012 Hazmat Responder of the Year. It was recognized that Mr. Scott Ehlers was awarded the "Hazmat Responder of the Year" for 2012 by the Florida Fire Chiefs Association.
  - Statewide Medical Protocol Book. Chair Murphy recognized that Dr. Joe Nelson (State Medical Examiner) prepared a Statewide Medical Protocol Book for use during disasters. The comprehensive book addresses all emergencies, including hazmat. It was acknowledged that, with input received from Dr. Nelson, the hazmat section was previously prepared and updated by the TTF.
  - TTF Project Board. Routine and typical updates and discussion ensued.
  - Ethics. Paul Wotherspoon reminded members to be cognizant of what may be perceived to be a potential violation(s) of the Sunshine Law. He identified that two officials from the same body can not discuss an issue that is scheduled to come before their forum outside of the advertised meeting/venue. Be mindful as it pertains to votes, policies and procedures... If you should have any question(s) or require clarification(s), you would be welcome to contact FDEM's new legal counsel - Jennifer Hinson at 850/922-1676.

- Next Scheduled TTF Conference Call. The next quarterly TTF conference call has been scheduled for February 20<sup>th</sup> at 1:30 p.m.
- **Report on Use of E-Plan as a Tier II Reporting Tool.** Mr. Paul Wotherspoon (FDEM staff) provided the following highlights regarding promotion of the E-Plan system as a means for electronic reporting:
  - The State's former electronic Tier II reporting program (FloridaHMIS.org) was difficult for industry to enter their data and for FDEM staff to manipulate and/or print desired reports, hence only 46 percent of all facilities filed electronically last year.
  - Staff had been actively entering paper copies of Tier II into HMIS for the 2011 reporting year through mid-December 2012.
  - E-Plan was originally Developed by UT Dallas and EPA Region 6 in 2001. Prior to this coming reporting year, seven States were already using E-Plan as their sole electronic submittal program.
  - In an effort to promote the use of E-Plan for electronic filing, FDEM staff had sent out an invitation to attend any of the eight E-Plan training sessions held at six locations across the State between mid-January and early February 2013. The invitation and informational Flyer was e-mailed to the 6,500± facilities that reported electronically last year.
  - 1,800 first responders use E-Plan in Florida.
  - Companies will be provided an access code and password. Need to go in and validate data. Can upload attachments and data.
  - Resources are included as links within E-Plan (e.g. EPA List of Lists).

Noting that the SERC/FDEM, LEPC staff and many first responders now have access to the E-Plan program, SERC member Taylor Abel inquired as to what entities still require "paper copies" or other alternatives outside the E-Plan program? Mr. Wotherspoon responded that facilities remain required to provide copies to their local fire departments. Mr. Dwayne Mundy (LEPC District 3 Staff Coordinator) affirmed that he will continue to request hard copies or e-mails for all facilities within his District until a comfort level is established with the ability to manipulate the data. Several of the other LEPCs, including District 8, echoed similar sentiments.

- **Report on Future Hazards Analysis Update Contracts.** Mr. Paul Wotherspoon identified that Hazards Analyses (HAs) have been conducted by the LEPCs, Counties and/or contractors for all EHS facilities for the past 20 years. FDEM currently administers "about 50 Contracts" to complete this task annually. Requiring site inspections for each of Section 302 facilities every other year is costly and labor intensive. Mr. Wotherspoon recognized that most of the data collected during the conduct of HAs (e.g. Site Plan, plume modeling, worst case scenario) is already availability through E-Plan or other sources. Mr. Wotherspoon recognized that he is currently evaluating the program to ensure that the program is streamlined, whereby potential duplication is removed and efficiency is increased. Mr. Wotherspoon concluded by stating that the current \$500K± of funding spent annually to administer the program "is not going away."

Lt. John Scott asked Mr. Wotherspoon to provide a presentation on E-Plan capabilities at a future TTF meeting to demonstrate the E-Plan capabilities. Mr. Wotherspoon agreed to the request and Chair Murphy confirmed that this item will be added to the Agenda for the next TTF meeting.

SERC member John Sherry emphasized the importance of site visits by affirming that "there is no better benefit to first responders than a face-to-face meeting."

Incoming FEPA Chair (and SERC member) Ron Mills recognized FEPA's interest in providing input to any changes to the HA Program. Mr. Wotherspoon ensured that all relevant parties will be or have been consulted.

LEPC "Chair of Chairs" and SERC member Jennifer Hobbs proposed the following motion which was approved unanimously by the SERC: *"The LEPC Chairs and Staff support the HA program in general, keeping funds in place, but open to changes to improve efficiency and eliminate duplication of effort."*

Mr. Paul Wotherspoon indicated that any changes to the Hazards Analyses Program, if applicable, would need to be approved by the SERC at their April 5, 2013 meeting since the HA Contract period starts on July 1, 2013.

- **Report of Chemical Facility Anti-Terrorism Standards (CFAT).** The U.S. Department of Homeland Security has released an interim final rule that imposes comprehensive federal security regulations for high-risk chemical facilities. This rule establishes risk-based performance standards for the security of our nation's chemical facilities. It requires covered chemical facilities to prepare Security Vulnerability Assessments, which identify facility security vulnerabilities, and to develop and implement Site Security Plans, which include measures that satisfy the identified risk-based performance standards. It also allows certain covered chemical facilities, in specified circumstances, to submit Alternate Security Programs in lieu of a Security Vulnerability Assessment, Site Security Plan, or both.

A total of 430 chemicals have been identified for their potential terrorism. Information for some of these facilities was disseminated during conduct of Risk Management Plan audits by FDEM staff. FDEM staff has been reaching out to the Department of Homeland Security to assist in conduct of their inspections. SERC approved a motion to continue this program and efforts unanimously. SERC member Nancy Stephens added to do everything possible to minimize the site visits associated with facilities.

- **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 facilities 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 financial figures are exclusive of the HMEP Program. Graphics were provided in the Agenda materials to quantify and illustrate:

- Revenues received by Month for RMP & EPCRA programs since FY 2010-11;
- Breakdown of General Appropriations and Expenditures by Category for the Hazardous Materials Planning Program for FYs 2011-12 & 2012-13; and
- Breakdown of General Appropriations and Expenditures by Category for the Risk Management Planning Program for FYs 2011-12 & 2012-13

- **Hazardous Materials Incidents Reports.** Mr. Sam Brackett advised that detailed listings of Section 304 investigation, as well as fixed facility and transportation-related hazardous materials incidents were prepared

**STATE EMERGENCY RESPONSE COMMISSION RECAP - 1/25/13**

[PAGE 6 of 11]

and included with the Agenda materials to describe incidents occurring between the period of September 1 - November 30, 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.

SERC Member Taylor Abel recognized that the number of incidents appear to be trending downward. FDEM staff Sam Brackett indicated that much of this trend has been caused by the economy, perhaps more than any other factor.

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.	9/21/12	304	Paracetic Acid	1-2	Hazmat Disposal	N/A	N/A	N/A
	9/25/12	TR	Natural Gas	Unknown	Pipeline	Unknown	0	0
	10/21/12	304	Phosphoric Acid/ Hydrofloric Acid Solution	275	Mining	N/A	N/A	N/A
Manatee	NONE							
Pasco	NONE							
Pinellas	10/06/12	TR	Natural Gas	Unknown	Pipeline	Unknown	0	0
	10/23/12	FF/304	Unknown Chemical	Unknown	Meth Lab	3	0	0
	10/28/12	FF	Methane	Unknown	Retail Sales	Unknown	0	0
	11/29/12	TR	Natural Gas	Unknown	Pipeline	Unknown	0	0
<b>TOTAL →</b>						<b>3</b>	<b>0</b>	<b>0</b>

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

- **Update on Staff Activities and Reports by Section.** Various graphics were provided within the SERC Agenda materials to depict various staff functions and initiatives. These included:
  - monthly enumeration of Hazardous Materials Incident Reports since 2002;
  - *Total Chemical Count* by LEPC (as of 11/30/12);
  - number of Notice of Violations issued statewide for 2011-12; and
  - monthly quantification of Technical Assistance calls received from December 2011 - December 2012.
  
- **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:
  - Mr. Tim Date advised the LEPC staffs, as Subgrantees, of the extensive documentation that will now be required in association with quarterly reporting submittals. This documentation will be required for all State contracts. Upon the request of Mr. Chris Rietow, Mr. Paul Wotherspoon and Mr. Tim

Date agreed to hold a teleconference with LEPC staff (or their finance representatives) to further explain the material that will now be required. FDEM staff has attributed these new requirements to auditing procedures.

- Mr. Paul Wotherspoon highlighted the E-Plan workshop efforts currently being undertaken around the State. Mr. Wotherspoon added:

- FDEM will share slides with LEPC staff for future use;
- Every Tier II submitted last year has been re-created in E-Plan. Need password and access code for registration. Will only need updating;
- A fake company has been set up in E-Plan for people to “play around with”;
- E-Plan has been modified to accommodate the changes in reporting requirements (i.e. contacts);
- E-Plan tutorials are user friendly;
- Reporting fees can currently be made via by check, ACH, MasterCard, Discover, or Amex. Payments through Visa are currently being considered.
- Multi-location facilities can or will utilize a single-access code;
- Hard copies must continue to be sent to the local fire departments. However, can receive authorization from fire departments that no hard copy requirement;
- LEPCs must keep two years worth of reporting data; and
- Some programming changes are contemplated for E-Plan, which would include identification of County.

- Ms. Kate Boer had requested the Minutes from the various HA Contract teleconferences and the associated roster of participants. Mr. Wotherspoon had agreed to share the comments, recommendations and rosters prior to potentially bringing an item forward for SERC consideration.

Mr. Gary Weiss had inquired whether HAs are required by law as we do them now. Mr. Wotherspoon indicated that they are not.

Mr. Manny Cela proposed a motion that was seconded by Ron Mills in support of the HA program and funding subject to refinements to remove potential duplication and ensure efficiency. It was recognized that Motion was unanimously by the LEPC Chairs/Staff.

- 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 September - November 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 Tallahassee at the Betty Easley Conference Center on October 11-12 and conducted the District 8 LEPC quarterly meeting on November 28th. In addition, staff and/or LEPC members attended the FDEM Region 4 quarterly meeting on November 29th at the offices of the Pasco County Emergency Operations Center under the leadership of FDEM Region 4 Coordinator Paul Siddall. LEPC staff and/or member(s) also participated in: a September 5th teleconference to update and further Training Task Force initiatives; two teleconferences administered by FDEM to discuss Florida HMIS Improvements (i.e.

## STATE EMERGENCY RESPONSE COMMISSION RECAP - 1/25/13

[PAGE 8 of 11]

November 7th & 20th); and a second, separate, November 20th teleconference to discuss Pros/Cons of the Hazards Analyses program.

- The LEPC's Facility Disaster Planning Subcommittee (FDPS) met on November 7th. The Subcommittee focused discussions of considerable enhancements to the annual "EPCRA: How-to-Comply workshop notification process and invites to include a timely Press Release, posting to TBRPC & LEPC websites, and send e-mail invites to members of: the Bay Area Manufacturers Association, Air & Waste Management Association, Florida Manufacturing Chemical Association, Tampa Bay Association of Environmental Professionals, Tampa Bay Propeller Club & the Tampa Bay Spill Committee, as well as fire department representatives. The Subcommittee was also advised of the Supplemental Environmental Projects (SEP) process that was recently approved by the SERC & EPA. While being patterned after the existing efforts of the State of Illinois, the SEP process would allow industry official(s) to select an alternative(s) for up to 75% of what may otherwise be a fine for violation(s) under the EPCRA. The meeting concluded with a consensus to continue conversation regarding potential interest in hosting a "Private Sector Preparedness Certification" workshop in early to mid-2013 at the next FDPS meeting.
- The LEPC's HMEP Training Subcommittee met on November 28th. As would be/is appropriate, discussion revolved around desired training opportunities and needs across the Region. Approximately one-half of the training funds have been spent or accounted for and about one-half of the contract period remains. It was recognized that all four counties had initially requested Foam/Ethanol training, with only one county stepping forward and hosting the training and one more scheduled in December. One possible alternative for the use of unclaimed training dollars was also discussed. Noting the abundance of hazardous materials that exist in the Tampa Bay Region, the popularity of rail as a transportation means for these materials, and the increasing interest and demand for mass transit, the notion of sending representatives to a January 29-31, 2013 Consortium training event entitled "A WMD Event: Freight Rail Hazardous Materials Incident Response involving Mass Transit and Rail Systems" at West Virginia University was discussed. These trainees would likely be valuable assets when building a scenario to be utilized for next year's biennial exercise requirement. It is anticipated that the Subcommittee will next meet on February 27, 2013 with the hopes/expectations of tying up the loose ends of remaining funds. As noted for all HMEP training funding, the pre-requisites consist of: intended for public-sector First Responders; course being deemed "cost effective" by FDEM staff; and course/workshop must at least include a transportation component or nexus.
- With funding from the HMEP program, five Pinellas County firefighters were funded to attend the hands-on portion of the "160-Hr. Hazmat Tech" course (September 12-28, 2012), one LEPC member/Hillsborough County Emergency Management staff was funded to attend the annual "E-Plan Users Conference" in Atlanta, GA (October 23-25, 2012), and a 24-hour "Life Safety & Command" course was conducted in Manatee County (November 27-29, 2012).
- In terms of miscellany, LEPC staff additionally: submitted Thomas Yatabe Award Nomination for District 8 (September 5th); attended the bimonthly Tampa Bay Spill Committee meetings (September 11th & November 13th); attended the tri-annual U.S. Coast Guard Area Contingency Plan meetings (November 13th); facilitated and hosted the Pinellas Police Standards Council meetings (September 12th, October 10th & November 14th); attended the monthly meetings of the Ammonia Handlers/Operators of Tampa (September 12th, October 10th & November 14th); participated in teleconference discussion with Mosaic staff to facilitate revisions to their Emergency Plan (October 19th); facilitated and hosted the October 18th Pinellas Local Mitigation Strategies meeting; met with representatives of Tampa Port Authority, C.F. Industries & Ports America about prospect of an early-2013 workshop for Port tenants to self-identify their hazardous materials, usages and processes, in order to familiarize the facilities with business practices of their neighboring industries (October 16th); attended meeting to discuss updates to Hazardous Materials section of U.S. Coast Guard's Area Contingency Plan (October 25th); facilitated and hosted the quarterly meeting of the Preventative Radiological & Nuclear Detection Committee (October 25th); and prepared article describing annual LEPC program accomplishments and highlights for TBRPC's annual publication entitled "Visions" (November 7th).

**OTHER BUSINESS**

- Chair Murphy recognized that the Training Task Force will be soliciting the membership of a U.S. Environmental Protection Agency representative on the TTF as an Ad Hoc member and a presentation of their fine implementation program for facilities found to be in violation of EPCRA.

**COMMENTS & ADJOURNMENT.**

- **Next Meeting.** It was announced that the next SERC meeting will be held in Tallahassee on April 5, 2013.
- **Adjournment.** The SERC meeting was adjourned at 11:50 a.m.

SERC's CURRENT TRAINING TASK FORCE "PROJECT BOARD"

[PAGE 10 of 11]

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 11 of 11]

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 has continued coordination efforts for a future workshop in which Port tenants would be encouraged to 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.

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The LEPC's Facility Disaster Planning Subcommittee (FDPS) met on January 16, 2013, a *Recap* of which is attached. The primary discussion topics included: expansion of the notification/distribution lists to promote the upcoming How-to-Comply Workshops to include several different entities (i.e. Bay Area Manufacturers Association, Air & Waste Management Association, Florida Manufacturing Chemical Association, Tampa Bay Association of Environmental Professionals, Florida Water Quality Association, Tampa Bay Propeller Club and Tampa Bay Spill Committee) and issue Press Releases to local media outlets; Tier II submittal options, including FDEM's new direction towards the use of E-Plan, and report data changes that will be effective on January 1, 2014; update of Florida's desire for identification of "shelf-ready" Supplemental Environmental Projects of varying costs for potential quick implementation; and the potential need for a "Storm Surge Preparedness for Businesses" workshop, tentatively envisioned for April - June 2013. The FDPS meeting dates previously established for 2013 are April 17<sup>th</sup>, July 17<sup>th</sup> and October 16<sup>th</sup>.

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



## FACILITY DISASTER PLANNING SUBCOMMITTEE

# RECAP

January 16, 2013 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 (ENLAR), Ed Kinley (UES), John Appenzeller (HCPUD), Jennifer Garwood (Duke), Patricia Williams (HRP), Jeff Patterson (HCEM), Alerson Vasquez (HCEM), Gary Dunmeyer (Harcros), Denise Lynch (CSX), Stephanie McDannold (Johnson), Kelli Winter (ACT), Betti Johnson (TBRPC/RDSTF) and John Meyer (LEPC).

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

### 2. ANNOUNCEMENTS AND/OR RECAP OF NOVEMBER 7<sup>th</sup> MEETING

No pre-meeting announcements were provided. Mr. John Meyer acknowledged that a Recap of the last FDPS meeting (i.e. November 7, 2012) was previously transmitted to Subcommittee members via e-mail and copies were available in the form of handouts at today's meeting. 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.**

Ms. Thea Dunmire acknowledged that she remains **Acting** Subcommittee Chair and that, as a term of her acceptance to this interim position to guide the Subcommittee, the term would be through 2012. Ms. Dunmire identified that any individual(s) wishing to assume this position to please notify John Meyer.

### 3. UPDATE ON FEBRUARY 4<sup>th</sup> (1:30 - 5:00 PM) & FEBRUARY 5<sup>th</sup> (8:30 AM - NOON) EPCRA HOW-TO-COMPLY/E-PLAN FILING WORKSHOP

Mr. John Meyer identified that the State Emergency Response Commission (SERC)/Florida Division of Emergency Management (FDEM) will be actively promoting the use of the E-Plan program for submittal of Tier II (Hazardous Materials) reporting this year. Effective January 2013, facilities will no longer be able to use or access their prior data submitted through FloridaHMIS.org. Seven States in the nation already utilize the E-Plan program as their sole reporting venue.

To coincide with their promotional efforts, representatives from the SERC/FDEM will be hosting E-Plan informational/instructional Workshops at various locations throughout the State. To the acceptance of FDEM/SERC staff, Mr. Meyer decided to two such Workshops for the Tampa Bay Region for our local facilities, both at the LEPC offices (4000 Gateway Centre Blvd., Suite 100, Pinellas Park). Mr. Meyer determined that it would be advantageous to provide a 20-30 minute overview of the reporting process and

EPCRA requirements in order to account for the annually- conducted How-to-Comply (HTC) workshops. Mr. Meyer did acknowledge that many of the questions that were fielded as part of past HTC workshops revolved around the specifics of electronic reporting and associated capabilities. In addition, Mr. Meyer emphasized that valuable insight can and will be gained by all attendees due to the multitude of disciplines expected (and scheduled) to attend, especially during the “Question & Answer” period.

Within the Tampa Bay Region, the Workshops are scheduled for:

- Monday, February 4th (1:30 – 5:00 p.m.); and
- Tuesday, February 5th (8:30 a.m. – Noon)

Expected attendance is high but the Council’s Conference Room can easily accommodate 80-100 persons. It was reported that as of January 14, 2013, 23 attendees had pre-registered for the February 4<sup>th</sup> Workshop and 34 for the February 5<sup>th</sup> Workshop. It is expected that future pre-registrations and walk-ins will considerably bolster the true attendance figures, noting that the workshops are 2½ weeks away. Interested parties were encouraged to contact 850/413-9970 to pre-register for these Workshops.

Upon the advisement of Subcommittee members at the last FDPS meeting, Workshop Flyers were transmitted to Directors and/or other key personnel associated with the following entities accompanied by a request for further dissemination to their membership:

- Bay Area Manufacturers Association;
- Air & Waste Management Association;
- Manufacturers Association of Florida;
- Tampa Bay Association of Environmental Professionals;
- Florida Water Quality Association;
- Tampa Bay Propeller Club; and
- Tampa Bay Spill Committee.

The following additional measures were undertaken to promote the Workshops:

- The SERC notified all facilities statewide that reported electronically last year of the Workshops being held, their various locations and respective dates;
- Transmitted e-mail notification to the pre-established Fire Department contacts, previously compiled for the FDPS;
- Posted Flyers to Council and LEPC websites; and
- Issued Press Releases were issued to all media outlets in the Tampa Bay area.

Ms. Thea Dunmire suggested adding a column to the Workshop sign-in sheets to ascertain how they found out about the Workshops.

Ms. Denise Lynch suggested additionally notifying Ms. Elizabeth Watson at the Tampa Port Authority with a request to further forward to the Port tenants. **Mr. Meyer agreed and has established this contact.**

Mr. Jeff Patterson advised that the E-Plan Enhancements Committee is in the process of refining the on-line E-Plan training video.

The following constitutes the Workshop Flyer which was disseminated locally:

### EPCRA How-to-Comply/E-Plan Training Workshops

Open for all Florida Tier II filers.

Starting this reporting year (2012) the State Emergency Response Commission is requesting that all Florida Tier II filers use the online E-Plan Reporting System to file their Tier II reports. E-Plan is an information delivery system maintained by the University of Texas at Dallas. It has redundant backup systems and also allows electronic uploads from EPA's Tier 2 Submit as well as Tier 2 Manager software programs. It is widely believed to be an easy system to navigate and to file Tier II reports. Note that starting January 1, 2013, facilities will no longer be able to access the prior online reporting system (FloridaHMIS.org). However, starting on January 18, 2013, the E-Plan online system will be open to Florida Tier II filers. We believe that you will find the E-Plan system much easier to navigate as well as file your report. Aside from an overview of the Emergency Planning and Community Right to Know Act (EPCRA) and reporting requirements, these Workshops are intended to provide the training necessary to utilize the E-plan reporting system.

The dates and times associated with the Workshops to be held in the Tampa Bay area are:

<b>Date/Time:</b>	Monday, February 4, 2013 (1:30 PM to 5:00 PM)
<b>Location:</b>	Tampa Bay Regional Planning Council, 4000 Gateway Centre Boulevard, Suite 100, Pinellas Park, FL 33782
<b>Local Contact:</b>	John Meyer, 727-570-5151, ext. 29
<b>Date/Time:</b>	Tuesday, February 5, 2013, (8:30 AM to 12:00 Noon)
<b>Location:</b>	Tampa Bay Regional Planning Council, 4000 Gateway Centre Boulevard, Suite 100, Pinellas Park, FL 33782
<b>Local Contact:</b>	John Meyer, 727-570-5151, ext. 29

The training should last 2 to 3 hours after which you will have an opportunity to file your report online. To reserve your spot in either of these Workshops, please call **850-413-9970**. Please contact your local representative for more information and/or directions. For those unable to attend one of the training workshops, UT-Dallas offers a free online E-Plan Tier II Submittal video: <http://eplannews.utdallas.edu/Training.htm>.

In addition, similar training events will be conducted at various venues across the State for facilities located outside the Tampa Bay area. Those training events are:

DATE/TIME	LOCATION	LOCAL CONTACT
January 8, 2013 (9 AM to 2 PM)	Okaloosa County Emergency Operations Center (Niceville, FL)	Kathy Ahlen 850-332-7976, ext. 210

**FACILITY DISASTER PLANNING SUBCOMMITTEE MEETING RECAP - 1/16/13**

[PAGE 4 of 9]

DATE/TIME	LOCATION	LOCAL CONTACT
January 10, 2013 (9 AM to 12 Noon)	Northeast Florida Regional Planning Council (Jacksonville, FL)	Eric Anderson 904-279-0885, ext. 178
January 10, 2013 (1 PM to 4 PM)	Northeast Florida Regional Planning Council (Jacksonville, FL)	Eric Anderson 904-279-0885, ext. 178
January 22, 2013 (9 AM to 12 Noon)	City of Orlando Emergency Operations Center (Orlando, FL)	Tim Kitchens 407-262-7772, ext. 349
February 6, 2013 (9 AM to 1PM)	Southwest Florida Regional Planning Council (Fort Myers, FL)	John Gibbons 239-338-2550, ext. 229
February 7, 2013 (9 AM to 12 Noon)	South Florida Regional Planning Council (Hollywood, FL)	Manny Cela 954-985-4416

Similar to the guidance provided above, please contact 850/413-9970 to reserve spot(s) at any of these other workshops or please contact your local representative for more information and/or directions.

4. UPDATE ON SERC/EPA “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 and would otherwise be subject to a fine by the U.S. Environmental Protection Agency. The process would allow the industry to fund a project(s) at a cost of up to 75% the fine assessment. Any/all SEP(s) must be agreed upon between the USEPA, the State Emergency Response Commission and the violating industry. It is understood that the violating industry would then remain liable for the payment of the remainder of the fine assessment.

The Florida Division of Emergency Management has tasked 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, to his knowledge, no other LEPC in the State has identified and/or provided a listing of potential projects that could be applied specifically to their District but volunteered to share such projects with the Subcommittee if such a listing is made available.**

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

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

Chair Dunmire had previously inquired “about how annual many enforcement actions has the SERC taken over the past couple of years locally and statewide?” **Mr. Meyer had previously 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.

5. UPDATE ON POTENTIAL FOR “UNIVERSAL CREDENTIALING”

Ms. Stephanie McDannold advised that no progress has been made towards this objective. The FDEM Private Sector Coordinator who informed her of the future establishment of a Credentialing Working Group no longer works there. She has since contacted Chuck Hagan, FDEM Logistics Chief, who has indicated there is no such Working Group planned.

Not expecting substantial progress on this issue any time soon, Subcommittee members discussed the possibility of preparing a 1-2 page worksheet to provide general re-entry information and guidance for facilities. The worksheet would/could be posted to the LEPC website.

Mr. Meyer asserted that "Universal Credentialing" was an issue identified during one of the prior LEPC brainstorming sessions. All Subcommittee attendees agreed that the initiative would be monumental and extremely time consuming to collectively receive the support of the multitude of local law enforcement and first responders statewide. At this time, these agencies can essentially implement their own procedures regarding re-entry into affected areas. This may be a strategy they actually prefer.

Ms. McDannold advised that she has spoken with Sarasota County's EM Director, Ed McCrane who has already established a re-entry program with provisions which could potentially be considered by or applied to other areas of the State. Ms. McDannold agreed to obtain a copy of the Sarasota County re-entry program for further discussion and consideration at the next Subcommittee meeting. It is reasonable to expect that some of the provisions could be applied to the contemplated worksheet.

Mr. Jeff Patterson also advised that Hillsborough County currently has a “PUSH” Team and associated provisions to address re-entry into the Port of Tampa following a disaster. **Mr. Patterson agreed to research the specifics of the “PUSH” Team and share his findings at the next Subcommittee meeting.** Any applicable provisions could also be included on the contemplated worksheet.

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

For the benefit of new members or a reminder of others reading this Recap, the following constitutes a brief summary and history of this initiative:

- the FDPS previously compiled pertinent hazardous materials resources over a series of meetings with the hope/expectation that these could be added to the *Florida Business Disaster Survival Kit*<sup>®</sup> (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 has been postponed until an established funding source could be identified.

- 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.
- This task has been assigned to Richard Butgereit, IT/GIS Department Manager. The most recent response from Mr. Butgereit indicated that progress was being delayed on account of “pressing” FDEM duties (e.g. EM Constellation, deployment of SERT TRAC, roll out of “new and improved” FloridaDisaster.org website and the RNC), all of which have subsequently transpired.
- Based on FDEM’s prior enthusiasm, progress towards the rollout of “Get a Plan” would be expected to resume.

Ms. Betti Johnson advised that “not much” progress has been made. **Ms. Johnson has agreed to continue to pursue such initiative and to advise the Subcommittee of the progress at the next Subcommittee meeting.**

7. **POTENTIAL STORM SURGE PREPAREDNESS WORKSHOP FOR BUSINESSES**

For the benefit of new members or a reminder of others reading this Recap, the following constitutes a brief summary and history of this initiative:

- A similar-themed Workshop was coordinated by the Subcommittee several years ago and was very well received.
- The need for another “Storm Surge Preparedness Workshop for Businesses” was identified during a recently-conducted LEPC brainstorming session.
- Chair Dunmire thought that the Workshop may be even more popular if conducted in a timely manner shortly following Hurricane Sandy and its associated impacts.
- It was envisioned that the Workshop should be held in the months leading to the beginning of hurricane season (i.e. April - June), held on a mid-week day (i.e. Tuesday - Thursday), last ~4 hours, include lunch, a nominal fee would be assessed to ensure sincerity of attendees (e.g. \$25), and registration and fees collected would be implemented through the Council’s and/or LEPC’s website(s).

Mr. Jeff Patterson identified that Hillsborough County is about to enter the second phase of a Study that simulates that a huge hurricane event would consequently and significantly impact the Port and its associated facilities. Perhaps some of the Study results or conclusions could be incorporated into the Workshop considering that many of the anticipated attendees would work in this area. Noting that a potential “chemical soup” of a variety of hazardous materials may result during a large catastrophic event, similar to other Regions presented similar, real-life scenarios, many of the chemicals would simply “wash in and then wash out.” Perhaps the proverb “the solution to pollution is dilution” may be applicable. Mr. Patterson also recognized that the cumulative nature of contents from household garages must not be overlooked and may have just as much of an impact as facilities’ hazardous materials themselves.

All attendees agreed that perhaps businesses are not fully aware of the consequences and capabilities of storm surge.

Ms. Betti Johnson identified that Pinellas County will be hosting a “Barrier Island Summit” on April 24<sup>th</sup> for businesses and residents to highlight the vulnerabilities presented in low-lying areas. It is possible that the keynote speaker for this summit could initiate our proposed Workshop. **Ms. Johnson has agreed to find out more about the keynote speaker and their potential willingness to assist in presenting our tentative Workshop. Ms. Johnson further agreed to organize the Workshop.**

With this in mind, the Subcommittee focused on Tuesday, April 23<sup>rd</sup> or Thursday, April 25<sup>th</sup> as alternative dates in which to host the Workshop but focused on the Thursday, April 25<sup>th</sup> date.

The TBRPC Conference Room, the Hillsborough County Emergency Operations Center and the Tampa Port Authority Board Room were all identified as potential venue options. **Mr. John Meyer agreed to research and confirm the availability of each of these facilities for the tentative April 23 and April 25 Workshop dates. The following constitutes those findings:**

POTENTIAL MEETING LOCATION	ROOM AVAILABILITY	
	Tuesday, April 23 <sup>rd</sup>	Thursday, April 25 <sup>th</sup>
TBRPC/LEPC Offices	YES	NO
Hillsborough County EOC	NO	YES
Tampa Port Authority Facility*	TENTATIVE	TENTATIVE

\* - While the Tampa Port Authority Board Room has initially sought, they implement a charge for the use of this facility. In addition, there may be space limitations and are reluctant to allow eating in this facility.

Mr. John Meyer emphasized that discussion of transportation issues would be an appropriate and relevant topic for the Workshop (e.g. removal of chemical(s) versus keeping tanks full to presumably ensure the designed structural integrity of the tanks).

Mr. Ed Kinley suggested that Mr. Chet Klinger would be an appropriate resource and potential panelist for the Workshop considering his background, his membership on the LEPC and this Subcommittee and the fact that he assisted with the prior Workshop with a similar theme. **Mr. Meyer agreed to consult with Mr. Klinger. Mr. Klinger has agreed to assist with the Workshop pending sufficient notification of his perceived role, as would be/is appropriate.**

It was noted that Mr. Gary Dunmeyer (Harcros Chemicals), a Subcommittee member, attended the prior Workshop, realized risks and exposures to his company’s chemical storage procedures and implemented changes at their Tampa facility. Noting that Mr. Dunmeyer has a conflict in scheduling, he will be unable to attend the April 23<sup>rd</sup> or April 25<sup>th</sup> Workshop to be present as a panelist. **Mr. Dunmeyer did agree to prepare and provide a description and illustration of the changes which have been implemented at his facility to the extent of his ability and authority, noting that certain procedures may not be identified for precautionary and/or security reasons.**

**Mr. Meyer agreed to solicit the e-mail distribution list which was utilized by the SERC/FDEM to promote the February EPCRA How-to-Comply/E-Plan Workshops in the Tampa Bay area, making the invitation audience identical to the February Workshops.**

Subcommittee Chair Dumire inquired whether the Workshop could be additionally promoted in association with the EPCRA How-to-Comply/E-Plan Workshops scheduled for February 4<sup>th</sup> & 5<sup>th</sup>? **Mr. Meyer responded affirmatively so long as the specifics of the future Workshop are finalized prior to this time.**

**It is anticipated that an e-mail exchange will occur with FDPS Subcommittee members during the week of January 28<sup>th</sup> to ultimately determine and confirm Workshop location, time and cost.**

**8. FEMA'S PRIVATE SECTOR PREPAREDNESS CERTIFICATION**

For the benefit of new members or a reminder of others reading this Recap, the initiative was to perhaps host a Workshop to highlight FEMA's Private Sector Preparedness Certification program. The program is/was 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. Ultimately, such certification could result in lower insurance premiums.

While limited discussion ensued, further discussion was postponed until a later FDPS meeting in order to focus efforts on the proposed Storm Surge Preparedness for Businesses Workshop. **Mr. John Meyer agreed to re-establish this topic as part of the Agenda for the next FDPS meeting.**

**Ms. Thea Dumire agreed to consult with Mr. Steve Elliot on this initiative.**

**9. OTHER ISSUES/COMMENTS**

Ms. Betti Johnson identified that, in association with the FDEM, the (R4) Regional Domestic Security Task Force is updating the Multi-Year Training & Exercise Program (MY-TEP). The program is designed to span many disciplines (e.g. Law Enforcement, Fire, Emergency Management, Health, Education, Volunteers and other community partners) and provide a blueprint for training/exercise in the region. Ms. Johnson acknowledged her intent to reach out to the LEPC membership and its Subcommittees and other agencies to ascertain training and exercise needs and priorities. The Regional Training & Exercise Calendar for 2014-16 will be finalized April 18, 2013. The State MY-TEP Workshop will be conducted in late May in Tampa.

**10. SUMMARY OF ACTION ITEMS FOR NEXT MEETING**

**11. ADJOURNMENT**

Following a reminder of the next scheduled meeting (Wednesday, April 17, 2013), Subcommittee Chair Dumire adjourned the meeting at 12:40 p.m.

As informational, the other 2013 FDPS meeting dates are: July 17th & October 16th from 11 AM - 1 PM.

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
	<b>BASE FUNDING UNDER 2012-13 HMEP CONTRACT</b>				<b>\$47,072.00</b>
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 <sup>3</sup>	<del>\$ 5,199.00</del>	<del>\$10,398.00</del>	<del>\$36,674.00</del>
	9/12-28/2012	160-Hr. Hazmat Tech Course (5 Students), Pinellas	\$ 5,815.00	\$11,014.00	\$36,058.00
		1 <sup>st</sup> Qtr Admin. Expenses/July - Sept. 2012 <Actual <sup>1</sup> >	\$ 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	\$ 3,600.00	\$16,323.46	\$30,748.54
	12/18-20/2012	8-hr. Foam/Ethanol Training, Pinellas Co. Hazmat	\$ 6,100.00	\$22,423.46	\$24,648.54
		2 <sup>nd</sup> Qtr Admin. Expenses/Oct.-Dec., 2012 <Actual <sup>1</sup> >	\$ 1,627.00	\$24,050.46	\$23,021.54
3		3 <sup>rd</sup> Qtr Admin. Expenses/Jan. - Mar. 2013 <Estimate <sup>1</sup> >	<b>\$ 1,400.00<sup>1</sup></b>		
4		4 <sup>th</sup> Qtr Admin. Expenses/April - June, 2013			

**FOOTNOTES:**

1. 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.
2. *Italicization* of course(s), if applicable, signifies that the course(s) has been committed/approved but not yet conducted.
3. 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.

**HMEP Training Subcommittee Chair J.J. Johnston has scheduled a HMEP Training Subcommittee meeting on Wednesday, February 27, 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.**

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 (currently vacant) and one is housed at the RPC. Betti Johnson, Principal Planner with TBRPC assumed this role full time.

#### Regional Interoperable Communications Exercise

A one-day training on the Florida Interoperability Network (FIN) will be held at the TBRPC on April 15, 2013.

Region 4 participated in the RADAR II exercise in February and will host a regional Interoperable Communications Exercise this 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 March 1, 2013. All information including "stakeholder packets" and links to the survey listing available training is available on [www.tbrpc.org/rdstf](http://www.tbrpc.org/rdstf).

The list of T&E for FY 2013 was developed last year and we have finalized and posted available training through March on SERT website and the TBRPC website.

Additional Material: None

Action Recommended: None. For Information Only

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**Agenda Item #9**      **OPERATIONAL AND SAFETY OVERFLOW OF THE  
TRANSFLO TERMINAL SERVICES ETHANOL UNIT TRAIN  
TERMINAL @ PORT OF TAMPA - PRESENTATION**

**Greg Rhoads of  
Greg Rhoads &  
Associates, Inc.**

**Presentation Summary.** This presentation will cover the recent opening of the TRANSFLO Terminal Services ethanol unit train handling terminal on the Port of Tampa. This terminal can handle up to 96 tank cars of ethanol within a 24 hour unloading window. The session will cover the unique operating challenges posed during the terminal design and the safety features incorporated into the final design and operating systems for the terminal.

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

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**Agenda Item #10**                      **TRAINING, WORKSHOP OR  
CONFERENCE OPPORTUNITIES**

**Chair Ehlers**

Information is available for the following Training/Conference events:

- A. FDEM's Training and Events Schedule/**Region 4**, Various FL Locations/Times (Feb. - May 2013)
- B. FDEM's Training and Events Schedule/**Region 6**, Various FL Locations/Times (Feb. - May 2013)
- C. A WMD Event: Freight Rail Hazardous Materials Incident Response involving Mass Transit and Passenger Rail Systems, West Virginia University, June 2013 (*Considering sending select representative(s) from each County for training under HMEP/Training funding*)
- D. Chemical Suicide Training (Classroom), Various locations in Southwest FL, Feb. 28 & Mar. 1, 2013

**FDEM TRAINING AND EVENTS SCHEDULE/REGION 4 (Feb. - May 2013), as posted on 2/11/13**

SERT TRAC
Page 1 of 2

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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](#)

🔍

Course No.

Region

From

Course Name

To

**Jump to a month**

[February 2013](#) | [March 2013](#) | [April 2013](#)

**February 2013 Training and Events**

Date	Region	City/ County	Name	Status
Feb. 11 - Feb. 13	Region 4	New Port Richey Pasco	<a href="#">G-300 - Intermediate Incident Command System for Expan...</a>	Not started
Feb. 20 - Feb. 21	Region 4	Largo Pinellas	<a href="#">G-400 - Advanced Incident Command System Command &amp; Gen...</a>	Not started
Feb. 21 - Feb. 21	Region 4	Bushnell Sumter	<a href="#">G-191 - Incident Command System/Emergency Operations C...</a>	Not started
Feb. 25 - Feb. 28	Region 4	Lecanto Citrus	<a href="#">I-962 - Planning Section Chief (PSC) ...</a>	Not started

**March 2013 Training and Events**

Date	Region	City/ County	Name	Status
Mar. 12 - Mar. 15	Region 4	Winter Haven Polk	<a href="#">I-954 - Safety Officer (SOF) on an All-Hazards Incide ...</a>	Not started
Mar. 20 - Mar. 21	Region 4	Pinellas Park Pinellas	<a href="#">G-130 - Exercise Evaluation</a>	Not started
Mar. 25 - Mar. 29	Region 4	Lecanto Citrus	<a href="#">I-967 - Logistics Section Chief (LSC) ...</a>	Not started
Mar. 25 - Mar. 28	Region 4	New Port Richey Pasco	<a href="#">I-958 - I-958 Operations Section Chief (OSC) Course ...</a>	Not started

**April 2013 Training and Events**

Date	Region	City/ County	Name	Status
Apr. 16 - Apr. 16	Region 4	Pinellas Park Pinellas	<a href="#">IO-FIN-2 - Florida Interoperable Network 4.8 ...</a>	Not started
Apr. 29 - May. 03	Region 4	Winter Haven Polk	<a href="#">I-950 - NIMS ICS All-Hazards Incident Commander ...</a>	Not started

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http://trac.floridadisaster.org/TRAC/trainingcalendar.aspx
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**FDEM TRAINING AND EVENTS SCHEDULE/REGION 6 (Feb. - May 2013), as posted on 2/11/13**

SERT TRAC
Page 1 of 2

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**Search Criteria** ✖

Course No:  Course Name:

Region:

From:  To:

**Jump to a month**

[February 2013](#) [March 2013](#) [April 2013](#)  
[May 2013](#)

**February 2013 Training and Events**

Date	Region	City/ County	Name	Status
Feb. 12 - Feb. 15	Region 6	Fort Myers Lee	<a href="#">I-962 - Planning Section Chief (PSC) ...</a>	Not started
Feb. 14 - Feb. 14	Region 6	Ft. Myers Lee	<a href="#">IED - Improvised Explosive Device (IED) Awareness/ Bom ...</a>	Not started
Feb. 20 - Feb. 21	Region 6	Naples Collier	<a href="#">IS-775 - EOC Management and Operations ...</a>	Not started
Feb. 21 - Feb. 21	Region 6	Fort Myers Lee	<a href="#">Build - Building Your Strategy: Disaster Temporary Hou ...</a>	Not started

**March 2013 Training and Events**

Date	Region	City/ County	Name	Status
Mar. 01 - Mar. 01	Region 6	Naples Collier	<a href="#">FL007 - Skywarn</a>	Not started
Mar. 02 - Mar. 02	Region 6	Naples Collier	<a href="#">FL007 - Skywarn</a>	Not started
Mar. 11 - Mar. 11	Region 6	Fort Myers Lee	<a href="#">IO-FIN-2 - Florida Interoperable Network 4.8 ...</a>	Not started

**April 2013 Training and Events**

Date	Region	City/ County	Name	Status
Apr. 02 - Apr. 02	Region 6	Naples Collier	<a href="#">FL-2355 - Points of Distribution (PODs) and County Log ...</a>	Not started
Apr. 02 - Apr. 03	Region 6	Punta Gorda Charlotte	<a href="#">MGT341-Disaster Preparedness for Hospitals &amp; Health - M ...</a>	Not started
Apr. 10 - Apr. 12	Region 6	Bradenton Manatee	<a href="#">I-973 - Finance/Administrative Section Chief (FSC) ...</a>	Not started
Apr. 16 - Apr. 17	Region 6	Punta Gorda Charlotte	<a href="#">MGT-319 - Bioterrorism: Mass Prophylaxis Preparedness ...</a>	Not started

**May 2013 Training and Events**

Date	Region	City/ County	Name	Status
May. 14 - May. 14	Region 6	Punta Gorda Charlotte	<a href="#">PER-300 - Social Media for Natural Disaster Response a ...</a>	Not started

<http://trac.floridadisaster.org/TRAC/trainingcalendar.aspx>

2/11/2013

**FDEM TRAINING AND EVENTS SCHEDULE/REGION 6 (Feb. - May 2013), as posted on 2/11/13**  
(Cont'd)

SERT TRAC		Page 2 of 2		
May. 29 - May. 30	Region 6	Punta Gorda Charlotte	 <a href="#">MGT-318 - MGT-318 Public Information in an All-Hazards...</a>	Not started
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<a href="http://trac.floridadisaster.org/TRAC/trainingcalendar.aspx">http://trac.floridadisaster.org/TRAC/trainingcalendar.aspx</a>				2/11/2013

## WEST VIRGINIA UNIVERSITY COURSE - June 2013



### A WMD EVENT: FREIGHT RAIL HAZARDOUS MATERIALS INCIDENT RESPONSE INVOLVING MASS TRANSIT AND PASSENGER RAIL SYSTEMS

#### Course Description

This FEMA course provides a dynamic environment for first responders to perform tactical operations in a scenario-driven exercise. The course features realistic conditions involving a WMD HazMat incident on a mass transit/passenger rail system. Training includes classroom presentations, hands-on performance based training, and a full-scale realistic exercise at the Center for National Response (CNR ) Memorial Tunnel in Gallagher, West Virginia or at your location.

#### Course Objectives

- Conduct first response operations on a mass transit or passenger rail system during a HazMat event.
- Develop and execute an Incident Action Plan. Establish onsite Incident Command
- Conduct search and on-site assessment
- Direct and coordinate hazardous materials response operations
- Conduct triage and pre-hospital operations
- Identify evacuation and/or shelter in place operations.
- Demobilize the on-site Incident Command

#### Target Audience

This three-day residential course and five day mobile training course targets all “first responder” major disciplines served by NTED.

#### CEU's

Students will receive 2.9 CEU's for the residential course and 5.0 CEU's for the mobile training course.

#### Prerequisites

Basic Hazardous Materials Operator Certification.

#### About JITEC and HSP@ WVU

The Joint Interagency Training and Education Center (JITEC), Homeland Security Programs at West Virginia University, Transportation Security Administration and the West Virginia National Guard are collaborative partners in this training.

For more information, Contact Joan Caridi at 304-293-1455 or [Joan.Caridi@mail.wvu.edu](mailto:Joan.Caridi@mail.wvu.edu).

Visit our website at <http://www.hsp.wvu.edu> for more information



FEMA



## CHEMICAL SUICIDE TRAINING (CLASSROOM)

Southwest Florida (District IX) Local Emergency Planning Committee  
Proudly Presents

### FREE Chemical Suicide Training Course (3 Hours)



February 28, 2013 - 9:00 a.m. – 12 Noon  
Hendry County Emergency Management  
4425 West State Road 80  
LaBelle, FL 33935

February 28, 2013 - 2:00 p.m. – 5:00 p.m.  
Southwest Florida Local Emergency  
Planning Committee  
1926 Victoria Avenue  
Fort Myers, FL 33901

March 1, 2013 - 9:00 a.m. – 12 Noon  
City of North Port  
Morgan Family Community Center  
6207 West Price Blvd.  
North Port, FL 34291

#### Course Sponsors:

Southwest Florida Local Emergency Planning Committee  
Southwest Florida Regional Planning Council  
Florida Division of Emergency Management

Hendry County Emergency Management  
North Port Fire Department

#### Course Instructor:

Jacob Oreshan, III is a Deputy Chief with the New York State Office of Fire Prevention and Control, Hazardous Materials/Homeland Security Bureau. He is a New York State Certified Firefighter, Fire Officer, Fire Service Instructor, Code Officer, Fire Investigator and Hazardous Materials Specialist, as well as a National Certified Firefighter and Hazardous Materials Responder. Jake has been a firefighter for over 25 years. Deputy Chief Oreshan has developed several specialized courses in the field of Hazardous Materials & Homeland Security, including First Receiver Decontamination, Terrorism, Bombs and Schools, and Chemical Suicide information for First Responders.

#### Program Description:

Chemical suicide or detergent suicide is becoming a large problem in the United States. This course is intended to provide all levels of first responders with the basic knowledge required to recognize a potential chemical suicide, how to safely approach the incident, proper safety precautions and scene management.

#### Who Should Attend:

Law Enforcement Personnel, Firefighters, EMS Personnel, Public Works Employees, Transportation Officials, Medical Personnel, and Schools Officials.

#### Course Cost:

This is a **free** course sponsored by the Southwest Florida Local Emergency Planning Committee for Hazardous Materials.

**FOR MORE INFORMATION AND/OR TO REGISTER, PLEASE CONTACT JOHN GIBBONS AT THE  
SOUTHWEST FLORIDA LEPC ([jjgibbons@swfrpc.org](mailto:jjgibbons@swfrpc.org) OR 239/338-2550 ext. 229)**

**Agenda Item #11**

**LEPC BUSINESS**

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

The annual update of the *District 8 LEPC Hazardous Materials Emergency Response Plan* is next due on June 30, 2013. In order to facilitate this timeline, LEPC staff is about to initiate coordination with the County Emergency Management staff Departments and others offering to volunteer the updating and/or verification of various sections of the Plan. For the convenience of those willing to participate in this endeavor, LEPC staff will provide a CD containing the current Plan in various word processing formats as well as PDF. All revisions will ultimately be incorporated into one unified/revised document. It is anticipated that a motion will be solicited to authorize the LEPC Chair to transmit the revised Plan to the Florida Division of Emergency Management upon completion in accordance with the Contract requirement at the May 29, 2013 LEPC meeting.

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 their Quarterly meeting at the Pasco County Emergency Operations Center on November 29, 2012. With a special thanks to Ms. Betti Johnson, the meeting *Minutes* are included in these Agenda materials. The next FDEM Region 4 meeting has been scheduled for March 1<sup>st</sup> @ 10:00 a.m. at the offices of the Tampa Bay Regional Planning Council, a *Recap* (or *Minutes*) will be included within the next LEPC Agenda materials.

Additional Material: Nov. 29, 2012 meeting summary (**Pages 35-37 of Agenda materials**)  
Action Recommended: None. Information Only.

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

It was announced at the November 28, 2012 LEPC meeting that the two-year terms for LEPC Chair Scott Ehlers and LEPC Vice-Chair Jeff Tobergte expired in August 2012. Noting that LEPC membership policies do not preclude officers from serving for more than one term, each of these parties has expressed an interest in serving in their respective positions for additional two-year terms, expiring in August of 2014.

LEPC members interested in being nominated for either of these positions were instructed to submit their interest in writing to Mr. John Meyer (LEPC Staff Coordinator) and/or Ms. Hallie Calig (LEPC Nominations Subcommittee Chair) on or before Friday, February 8, 2013 so that a formal election process of officers could be conducted at the February LEPC meeting. No such nominations were received in this regard.

Since it was additionally stated that no nominations would be taken from the floor on the day of the meeting, a motion to re-elect Scott Ehlers and Jeff Tobergte to their current positions for additional two-year terms, by acclamation, is requested.

Additional Material: None  
Action Recommended: **Motion to re-elect Incumbents**

#### D. **THOMAS YATABE AWARDS RECOGNITION**

Signifying outstanding contribution(s) made in the implementation and support of the Emergency Planning and Community Right-To-Know Act, the LEPC District 8 *Thomas Yatabe Award* for 2012 was recognized for Mr. Steven Metzler of the Transportation Security Administration. Recently retired, Mr. Metzler was unable to attend the January 25, 2013 SERC meeting to receive the Award in person but alternatively requested that the Award be mailed to his attention. The Nomination Form read as follows:

*Mr. Steven Metzler graciously allowed LEPC staff, Hillsborough County Emergency Management, Tampa Fire Rescue and others to participate in and modify an exercise scheduled for the City of Sarasota Police/Bomb Team (SABT) on May 25, 2012. The scenario was initially designed solely to test and assess SABT's response capabilities to the placement of a simulated Improvised Explosive Device (IED) on top of a pipeline transporting an extremely hazardous substance to a storage tank at a Port of Tampa facility. Mr. Metzler enthusiastically supported the alteration of the exercise scenario to incorporate and warrant a hazardous materials response component, a pre-requisite for accreditation as the LEPC's biennial exercise requirement. The additional element was added to the scenario to assess the hazmat team's response capabilities and actions which would have transpired in the event that a rupture of the pipeline was sustained while removing the staged IED and resulted in a release of an extremely hazardous substance.*



Presenting the Award was SERC Member Nancy Stephens (Left). Accepting on behalf of Mr. Metzler were the LEPC 8 Chair (Scott Ehlers/Center) & LEPC 8 Staff (John Meyer/Right).

*The SABT was one of eight local bomb teams that were trained and exercised during the week of May 22-25, 2012 in preparation for the Republican National Convention hosted in the City of Tampa during late August 2012.*



Photo: Mr. Steven Metzler

*Thomas Yatabe Award* Nominations were also submitted for two other deserving Individuals within the Tampa Bay District, each Managers of FDOT District 7 Maintenance Yard/Warehouse in Clearwater. The State Emergency Response Commission extended their gratitude and appreciation to Mr. Paul McMann and Mr. Paul Duquette for their contributions through the issuance of “Certificates of Appreciation.” Each Nomination Form interchangeably read as follows:

*“In conjunction with Mr. Paul Duquette [Mr. Paul McMann], Mr. Paul McMann [Mr. Paul Duquette] graciously accepted and facilitated the distribution of 17,600 copies (440 boxes) of the 2012 Emergency Response Guidebooks (ERGs) destined for the four County Emergency Management departments comprising the Tampa Bay LEPC District, as well as the LEPC itself. In fact, Mr. McMann [Mr. Paul Duquette] had agreed to accept additional allocations of ERGs intended for the Southwest, Central Florida & Withlacoochee LEPC Districts on a temporary basis but this did not come to fruition due to a communication error by the shipper.*

*Updated and published every four years by the U.S. Department of Transportation/Pipeline and Hazardous Safety Administration and its partners, the ERGs provide first responders with a “go-to” manual to help deal with hazmat accidents during the critical first 30 minutes. The ERG primarily applies to hazardous materials transported by highway and railway, but would also apply to materials transported by air or waterway.”*

Additional Material: None  
Action Recommended: **Presentation of Certificates of Appreciation**

**E. HAZARDOUS MATERIALS AWARENESS WEEK RECOGNITION John Meyer**

As advised in association with the last LEPC meeting, February 10-16, 2013 was designated as Hazardous Materials Awareness Week (HMAW) to promote and heighten the awareness of Emergency Planning and Community Right-to-Know Act provisions. Proclamations designating this period as HMAW were issued by the Governor, the State Emergency Response Commission, the Tampa Bay Regional Planning Council and others.

Unlike all recent years, there was no common theme to be promoted throughout the State, each of the LEPCs was granted the latitude to pursue their own activities and initiatives.

Additional Material: None  
Action Recommended: None

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

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**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.

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**Agenda Item #13 PUBLIC COMMENTS Chair Ehlers**

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**Agenda Item #14 NEXT MEETING - Wednesday, May 29, 2013 Chair Ehlers**

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**Agenda Item #15 ADJOURNMENT Chair Ehlers**

## FDEM REGION 4 QUARTERLY MEETING SUMMARY PASCO COUNTY EOC - NOVEMBER 29, 2012

### Region 4 Emergency Management Meeting November 29, 2012 Pasco County EOC Minutes

Paul Siddall, Region 4 Coordinator, welcomed the more than 75 attendees.

- **T.S. Debbie Response/Recovery Overview Discussion - Annette Doying/Cecilia Patella**
  1. Annette: Pasco County remains in recovery with some families still displaced from the devastating floods. The county anticipates applying for HMGP funds for acquisition and flood mitigation. There are many unmet needs and she was disappointed with the function of the PDRP in short and long-term recovery. Problems with coordinating with FEMA on sharing information and setting up the DRCs. Pasco County remains in recovery with some families still displaced from the devastating floods. The county anticipates applying for HMGP funds for acquisition and flood mitigation. Need leadership in both the PDRP as well as the LTR/Unmet Needs
  2. Cecilia: Still working with State and FEMA in recovery. Found that having pre-designated DRC site negated problems. The Mobile DRC was also helpful.
- **Hurricane Sandy IMT lessons learned/Overview – Region 4 New York IMT**
  1. Mark Tobert: EMAC / IMT Deployment – Discussion on pre-identified teams who can deploy, IMT training, EMAC Rec-A Forms completed, pre-authorized, SOP, deployment support kits, etc. Is it possible to build out 4 or 5 different Region 4 teams to deploy for EOC Support, Logistics Support, etc. – I forwarded Mark, Annette, Joe, Paul W. and Paul S. a copy of the SOP.
  2. *Would like to schedule EMAC Course/ A Team Class in April ?*
- **Web EOC Fusion - Paul Womble**

WEB EOC Fusion - Paul Womble/Brian Gibson This project was submitted to the UASI for funding under reallocated funds. This will enable the counties to share information real-time. (Only Hillsborough County will still use E-TEAM as Pinellas County will be switching to WEB EOC.)
- **State Training Updates / SERT TRAC – Thomas Robinson**

The State launched the new SERT TRAC website early in 2012. Ultimately, this site will provide documentation of all training for each user and will provide lists of qualified instructors for each course. They are looking for feedback for improvements to the site. There were some suggestions including the process of instructor credentialing and administrative rights.
- **Region 4 Training / Exercise working group – Amanda Shaw / Betti Johnson**

Amanda Shaw: RDSTF T&E Subcommittee will meet at 8:30 on December 11 prior to the RDSTF General Assembly. 3 agenda items: (1) Scheduling of Qtr 1 courses! (2) TEPW Process and (3) Election of Chair

Betti Johnson, Acting RDSTF Planner reported:

  1. 2013 Training needs to be confirmed and scheduled on SERT TRAC. It is important that all counties review the schedule and provide 1<sup>st</sup> quarter information before the holidays.
  2. Communications Training
    - a. Conducted a 4-day COML Class in October with 20 attendees. A special thank you is extended to Hillsborough County Fire Dept. for their briefing and demonstration of the MARC Unit as well as the FNG 48<sup>th</sup> Civil Support Team for bringing their mobile communications unit and their briefing of the resources available in the region from the National Guard.

## FDEM REGION 4 QUARTERLY MEETING SUMMARY PASCO COUNTY EOC - NOVEMBER 29, 2012 (CONT'D)

- b. Conducted a FIN Training in November (a special thanks to Hillsborough SO for hosting) and had more than 30 attendees.
  - c. There will be additional communications training in 2013 including COML, FIN and a potential COMT course. The new COML course will be 3-days. The FIN is being tweaked to provide a basic overview and then more hands-on (maybe expanded to 1/5 days) and the COMT is currently being revamped.
3. TEPW 2014-2016
- a. It's that time again to update the Training and Exercise Plan (TEP) for the Region. This plan provides a blueprint for Florida's stakeholders in order to provide a progression of training and exercises as necessary to obtain, maintain or enhance capabilities in accordance with the building-block approach. The process is as follows:
    - i. County Emergency Management reach out to stakeholders (multi-disciplines, county and municipalities, NGOs, VOADS, Public and Private sector partners) to determine local training/exercise needs and acts as a clearinghouse to develop the lists. (The RDSTF EM Planner can assist the counties in pulling together this information as well as reach out to regional/state entities and will meet individually with the counties.)
    - ii. Stakeholder packets will be sent out in the next few weeks (once finalized). There is some talk of a web-based application w/drop down menus although counties will still have the option of submitting the Excel spreadsheets.
    - iii. Regional T&E Workshops will be conducted to develop the regional calendars and set priorities and establish links to the Task Capabilities List based on the regional priorities.
    - iv. The regional selects delegates to attend the State MY-TEPW to represent the region. Delegates will include representation of the RDSTF Subcommittees (Fire, EMS, LE EM, Health, Campus Security, I/O, Critical Infrastructure and Key Resources and Equipment). The MYTEP-W to be conducted in May will allow participants to review all collected responses/ priorities within their region, compact to the most recent Regional Capabilities Assessment and determine region's training/exercise priorities as well as provide opportunities for multi-regional collaborations.
    - v. Note: Each stakeholder is responsible for pursuing the exercises identified and reviewing this plan annually to make adjustments as needed. Additionally, each County and its respective major Stakeholders are encouraged to identify and plan within this document to have a minimum of 2 Full/Part time Permanent employees credentialed as a FEMA Master Exercise Practitioner in anticipation of this being a final state policy by end of FY 15.

- **MAP-21 and its effects on Debris reimbursement – Angie Allen FDOT**
- **Sun Coast Flooding – What happened and what's being done – Dave Tilkey**
- **TIM (Traffic Incident Management) Team Presentation – Romona Burke and Cathie McKenzie**
- **Business & industry plans and re-entry.**

**Sally Bishop:** At the summit we discussed the need to figure out if we can use the State's plan for placards and what all of our various re-entry plans are that will impact the movement of business/industries response teams into the various counties. Need to discuss further and determine an SOP.

- **NWS Update – Dan Noah**

## FDEM REGION 4 QUARTERLY MEETING SUMMARY PASCO COUNTY EOC - NOVEMBER 29, 2012 (CONT'D)

1. Dan provided an update from the NWS. For the link to the pictures Dan Noah used during his presentation at the regional is located at [www.srh.noaa.gov/rtimages/tbw/TopNews/R4fdem29nov2012.pptx](http://www.srh.noaa.gov/rtimages/tbw/TopNews/R4fdem29nov2012.pptx)
- **Health and Medical Update**

Dr. Daniel Haight has accepted a position at Lakeland Regional Hospital. Dan Simpson and Dr. Cho will be new Co-Chairs of RDSTF. Two Regional Exercises will be held:  
Feb. 20 – Smooth Move (a local evacuation of a nursing home and ALF (Pasco and Hernando)  
March 11 – Isolation and Quarantine TTX (Polk County)
- **County updates**
  1. **Citrus** – facing \$18 million shortfall in county due to Progress Energy “recalculation” of taxes due. Impacts will be felt in SO and EM next year and into the future. (School Board facing \$8 million shortfall)
  2. **Sumter** – P25 system will be online in January
  3. **The Villages** – new development opening. No report.
  4. **Pasco** – Ria Maris is now Emergency Management. All staff (80) are going to EMI December 2<sup>nd</sup> for the IEM Course. Job opportunities will be opening up – more than 70 county employees retirements coming up. Filling positions in emergency management
  5. **Hernando** – Still in Bonnie Recovery Mode
  6. **Hillsborough** – New EOC should be open in 1 1/5 year. New #2 starts Dec 2<sup>nd</sup>
  7. **Pinellas** – Filling position next week. Getting Web EOC, New Public Safety Bldg. / EOC (6500 sq ft), Cat 5, 3 story building breaks ground in 2014
  8. **Hardee** – SO Mapping 911 project
  9. **Polk** – Back from New York, Full Scale Exercise (Air Show Feb 6), CEMP approved.
  10. **Manatee** – Submitted CEMP for review (New crosswalk), In process of seeking EMAC (accreditation)
- **FEPA Update – FEPA Members**
  1. FEPA Annual Meeting – January 28 – February 1, 2013
  2. Certification deadline – December 1