



FACILITY DISASTER PLANNING SUBCOMMITTEE

RECAP

(from 1/20/11 Meeting)

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

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

Attendees - Chet Klinger, Ed Kinley and John Meyer

Discussion Summary

1. **Introductions.**
2. **Approval of Recap.** Chair Chet Klinger asked if there were any corrections or additions to the October 28, 2010 Subcommittee meeting *Recap*. None were identified. Considering that the document was a *Recap* in lieu of **Minutes**, it was determined that the Recap would not need to be formally approved. No vote was taken.
3. **Elect Subcommittee Chair.** Pending John Meyer's suggestion, Chair Klinger agreed to postpone consideration and nomination of "new leadership" (i.e. Subcommittee Chair) pending better attendance and Committee membership. Ideas to promote membership are discussed later in this Recap.
4. **Actions Items from October 28, 2010 Subcommittee Meeting.**

Update LEPC Website with prior Subcommittee materials received from Members.

Mr. John Meyer indicated that Ms. Thea Dunmire previously transmitted a Recap of workshop/brainstorming session entitled "*Hazardous Materials Management and Business Recovery in a Regional Disaster Brainstorming Session*" as previously conducted by the Subcommittee on April 20, 2006. Mr. Meyer indicated that this document is now located on the LEPC website under the "Links to Related Agencies & Topics" tab or accessible at: http://www.tbrpc.org/lepc/pdfs/LEPC_Brainstorming_Workshop_Recap_April_20_2006. No additional materials were provided for the website.

Obtain e-records from SERC. Mr. John Meyer solicited and received a listing of SERC's inventory of Section 302 & 312 facilities (by County) for all facilities within the District.

Compare SERC e-records with LEPC hard copy facility records. Chair Klinger indicated that he and John Meyer have entered all the LEPC facility records received since

2007 for Hillsborough, Manatee, Pasco and Pinellas County facilities into separate databases. The following serves as a quantification and comparison of records in the LEPC and SERC databases prior to any sort of modification(s):

	HILLSBOROUGH	MANATEE	PASCO	PINELLAS
LEPC - # of Facilities	625	133	137	403
SERC - # of Facilities	816	170	140	494
LEPC Record not SERC	84	28	39	29+ ²
SERC Record not LEPC ¹	275	65	42	51+ ²

FOOTNOTES:

- Some may be attributable to new facilities which filed electronically for 2009 Some facility(ies) and/or may have additionally been placed in wrong County.
- Many of these facilities are: farms, medical facilities, golf courses, car dealers, marinas and oil change companies.
- Pinellas County comparison has not been completed as of the time of preparation of this Table.

Frequent variances in LEPC Records:

- Less than half of the reporting facilities provided their e-mail addresses voluntarily;
- More than 50 percent of facilities did not provide original signature with submittals;
- Container Type/Pressure/Temperature codes were occasionally transposed or not provided at all;
- Section 311 Notifications were rarely provided for facilities which may have closed or chemical(s) removed from site or, alternatively, new chemicals added to facility site;
- Seldom was an authorization provided to confirm that another party was authorized to report a facility's inventory on behalf of the owner;
- Emergency contacts were often provided for representative(s) located outside of the County or even the State, contrary to the needs of Hazmat Responders in the event of an incident;
- many facilities reported inventory of chemical(s) which were less than the TQ; and
- contrary to Florida reporting regulations, several facilities continue to identify their maximum amount of chemical(s) in range code(s).

Examples of each were identified as part of a PowerPoint® presentation.

Frequent variances in SERC Records:

- Less than half of the facilities had associated Contact names;
- Several did not have Contact telephone numbers;
- Printout did not include Container Type/Pressure/Temperature code information;
- several facilities appear to be located outside of designated County;
- quantities in SERC database for certain chemicals at certain facilities did not agree with quantities and chemicals shown on hardcopy records of LEPC; and
- The inventories associated with many of the facilities appear to be duplicated but identified as different physical states (e.g. solid & solution). For example, when a significant quantity of batteries are known to exist at a facility, the associated volume of sulfuric acid was often reported as a Liquid but the corresponding Lead was not identified.

Examples of each were identified as part of a PowerPoint® presentation.

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

- Chair Klinger and Mr. Meyer agreed to complete the chemical inventory databases for each County;
- Chair Klinger and Mr. Meyer agreed to document numerous discrepancies between the LEPC records and the SERC electronic database;
- Mr. Meyer agreed to contact SERC/FDEM personnel and inquire about the identified discrepancies and see how we can better coordinate this data;
- Chair Klinger suggested contacting some “successful” Tier II reporting representatives within each County to encourage their future participation with the Facilities Disaster Planning Subcommittee;
- Chair Klinger asked if an electronic newsletter can periodically be prepared and distributed using the future e-mail distribution list. While Mr. Meyer agreed in concept, the frequency of such newsletter would need to be determined;
- Chair Klinger agreed to assist Mr. Meyer with the “EPCRA: How to Comply Workshops” to be conducted prior to the March 1, 2011 deadline. The details and timing of which will need to be coordinated in the short term. It was agreed that the workshop notification would be comprised of the LEPC e-mail distribution lists used for distribution of LEPC meetings in which the parties has previously expressed an interest in notification of future hazardous materials information and/or notification of future LEPC meetings;
- Mr. Meyer agreed that a presentation to the Fire Chiefs identifying the findings of the chemical reporting inventories would be a good idea as a secondary workshop.

6. **Summary of Action Items.**

- transmit Chair Klinger’s PowerPoint® presentation for LEPC Chair Scott Ehlers for his information, input and recommendation; and
- tasks which may be identified under #5, above.

7. **Other Issues/Comments.** None identified and/or provided.

8. **Adjournment.** The meeting was adjourned at 12:50 p.m.

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