



LEPC Minutes

TAMPA BAY LOCAL EMERGENCY PLANNING COMMITTEE (LEPC) DISTRICT VIII, MEETING August 26, 2009

Committee Members/Alternates

Representing

Ballaron, John	Manatee Port Authority
Booth, Richard (A)	Tampa Port Authority
Boykin, Bill (A)	The Clorox Products Manufacturing Co.
Burnett, David	Plant City Fire Rescue
Calig, Hallie	City of Tampa/Environmental Coordination
Clark, Larry	6 CES/CEX
Connors, Cprl. Lance	Hillsborough County Sheriff's Office
Ehlers, Chief Scott	Tampa Fire Rescue
Gonzalez, Roberto	Florida Department of Transportation
Johnston, Jim	Pasco County Emergency Management
Kemp, Jonathan	St. Petersburg Times
Klinger, Chet	Retired
Kobosky, Ron (A)	Mosaic Fertilizer, LLC
Koretechko, Mark (A)	CF Industries, Inc.
LeCroy, Steve	St. Petersburg Fire & Rescue
Lewis-Younger, Cynthia	Tampa General Hospital
Lofgren, Bill	Retired
McCarthy, Steve	Pinellas Park Fire Department
Murphy, Edward	Hillsborough County Emergency Management
Olson, Eugene	Civil Air Patrol
Orzech, William	Bay Pines Medical Center
Pratt, Alan	CF Industries, Inc.
Rowe, Charles	Yara North America, Inc.
Tollise, Bob	Manatee County Public Safety
Wenger, Doug	Retired
Wiker, Erika	Tampa Bay RDSTF

A = Alternate member with voting standing.

AA = Alternate member attending, but without voting standing due to presence of primary member.

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

Tampa Bay Local Emergency Planning Committee (LEPC), District VIII
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Phone 727/570-5151, Ext 29 - FAX 727/570-5118

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

Guests

Representing

Appenzeller, John	Hillsborough County WRS
Armstrong, Dean	Bay Pines Medical Center
Carson, Dave	Hillsborough Water Dept.
Dobbins, James	TB UASI
Dorsey, Martin	TGH/Florida Poison Information Center
Harman, Alice	Kinder Morgan/CFPL
Severson, Joe	Florida Department of Transportation
Siddall, Paul	Florida Division of Emergency Management
Torrez, Miguel	U.S. Coast Guard
Weedon, Warren	U.S. Coast Guard

Staff Coordinator

Representing

Meyer, John	Tampa Bay LEPC District VIII
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Members Absent Without

Alternates in Attendance

Representing

Bailey, Chief Bill	Hillsborough County Fire Rescue
Boyles, LDCR Tom	U.S. Coast Guard
Bunce, Keith	WTVT Fox 13 News
Castonguay, Steven	Hillsborough County Health Department
Crowther, Charles	St. Petersburg College
Dabrowski, Peter	Retired
Douglass, Doug	American Red Cross
Fraday, Terry	Florida Department of Health
Kinley, Ed	Universal Waste and Transit
Lindgren, Greg	Pinellas County Emergency Management
Terrell, Michael D.	Manatee County Attorney's Office
Tobergte, Jeff	Florida Department of Environmental Protection
Touchton, Lesley	Southwest Florida Water Management District
Watson, Alain G.	Environmental Protection Commission of Hillsborough County

CALL TO ORDER - Chair Scott Ehlers chaired the meeting and called the meeting to order at 10:31 a.m. and asked everyone to rise and recite the Pledge of Allegiance to the flag. He then asked all present to introduce themselves and announced that with 26 members or alternates attending, a quorum was present. (Nine members constitute a quorum). He also welcomed 10 members of the public attending.

APPROVAL OF MINUTES - Mr. John Meyer, LEPC Staff Coordinator, recognized a slight revision to the Minutes to remove redundancy. The Chair asked for approval of the revised minutes of the May 27, 2009 meeting. With no further changes or additions, Doug Wenger moved and Jonathan Kemp seconded a motion to approve the minutes. Minutes were approved unanimously on voice vote.

LEPC DISTRICT 8 MEMBERSHIP CHANGES - The Chair recognized the sole change to the membership during the quarter was the re-appointment of Colonel Bill Lofgren under the Interested Citizen category.

Mr. Meyer further stated that the only membership changes being requested in association with the next SERC meeting will be the change in membership appointments for the Tampa General Hospital/Florida Poison Information Center.

RECAP OF QUARTERLY STATE EMERGENCY RESPONSE COMMISSION (SERC) MEETINGS - Mr. Meyer stated a recap of the discussion and/or action items associated with the July 9-10, 2009 SERC Quarterly meetings were included in the LEPC Member Agendas and posted to the LEPC webpage.

Mr. Meyer elaborated on several of the items included in the Recap:

GA Foods is a Pinellas County facility that had a Anhydrous Ammonia release in 2006 in which the incident was not reported within the required time frame. In lieu of a potential fine to be levied by EPA, the company subsequently agreed to the conduct a Supplemental Environmental Project consisting of the three-days of specific hazardous materials training at their GA Foods facility at their expense for the Pinellas County Hazmat Team. This has been coordinated for late October 2009.

Acknowledging the extensive discussion of membership changes which occurred during the two prior LEPC meetings, Mr. Meyer apprised the membership of SERC's concurring interpretation that the following membership categories can be combined: Elected State & Local Officials, Print & Broadcast Media, and Facility Owners & Operators. The SERC additionally approved a category entitled "Local Option" to allow each LEPC limited flexibility to refine their membership based on the needs and characteristics of their particular districts.

Mr. Meyer reminded the LEPC members that last year's Hazardous Materials Awareness Week initiative was the proper recycling/disposal of the CFL bulbs. Working extensively with the Department of Education (and corresponding School Boards), this year's initiative will be to promote chemistry as part of the science curriculums for the high schools. The objective is to spur additional interest within the hazardous materials industry and the field of emergency response. Mr. Meyer concluded his remarks by recognizing that such a program is being uniquely offered this year at Pinellas Park High School the "Emergency Responders" program.

The Chair acknowledged that the State Emergency Response Commission was formerly Chaired by the departed State Division of Emergency Management Director Craig Fugate. While the replacement has yet to be named (or determined), the past two meetings were chaired by members of SERC's Subcommittee on Training. A formal replacement has not yet been named.

HMEP PLANNING PROGRAM - Subcommittee Chair Alan Pratt acknowledged recent receipt of the Shelter-in-Place Video with Spanish subtitles compliments of Ms. Lilly Gonzalez of Univision in Tampa. Part of the delay involved in the receipt of this video was attributed to the departure of a former Univision employee that the Subcommittee had been coordinating with. This

video will be especially useful considering the large Hispanic population residing/working adjacent to the Port and Ammonia terminals. Mr. Pratt reminded the members that the Subcommittee provides presentations at the request of various civic associations, schools and community groups (or others) in close proximity of these facilities a couple of times per year, most recently to the DeSoto Elementary School and the East Ybor Civic Association.

FACILITY DISASTER PLANNING PROJECT - Mr. John Meyer indicated that the Subcommittee last met on July 16 and will next meet on September 17. A recap of meeting minutes were provided as part of the LEPC Member Agendas. To highlight some of the recent initiatives, the Subcommittee is in the process of populating the *Florida Business Disaster Survival Kit* (FBDSK) and the LEPC website with information pertaining to hazardous materials which would benefit companies trying to create Plans to address this vital component of emergency planning. Links have been added to the website to include EPA's List of Lists, CSX's Training Materials for Emergency Responders, OSHA's Hazardous Waste Operations and Emergency Response Activities and others. Due to limited funds available to make the websites interactive, the Subcommittee is essentially limited to adding links and not programming. The Subcommittee is currently considering soliciting grant funds to assist with the programming, gathering additional hazardous material resources and information and planning/conducting future training events.

Mr. Chet Klinger added that he is past the midway point of surveying companies receiving training from the Subcommittee over the last two years. This survey is being conducted through an informal telephone conversation with relevant company employees. Such questions appropriate part of the survey are: *"Following the completion of training the LEPC provided, what steps has your organization taken differently to manage, prepare and secure your hazardous materials and wastes in advance of a possible area-wide disaster?"*, *"How do you get employees back after a disaster"* and *"How would your business continue to function in the event of loss of public services such as power and/or telephones?"* Upon survey completion, it is anticipated that there will be some consensus and interesting ideas about these and other issues that can be shared within the Region through future training scenarios and/or posts to the LEPC and FBDSK websites.

Chair Ehlers thanked Mr. Klinger's for his efforts and the work of the Subcommittee.

HMEP PROGRAM - TRAINING - Mr. Bob Tollise, Subcommittee Chair, highlighted the HMEP Training courses conducted during the fiscal year ending September 30, 2009. The training included the recently-conducted Hazmat IQ® and Confined Space Rescue Operations courses as well as the Clandestine Drug Lab course scheduled for late September. Mr. Tollise encouraged LEPC Members to identify their training needs early in the fiscal year to ensure that the desired courses could be provided. In fact, Mr. Tollise indicated his willingness to arrive an hour before the next scheduled LEPC meeting (i.e. November 18, 2009) to discuss future training opportunities and requests.

A breakdown of expenditures associated with the FY 2008-09 HMEP Training program was provided within the LEPC Member Agendas. However, the Table has subsequently been updated to reflect finalized 4th Quarter administrative expenses and the course cost associated with one final training event - Clandestine Drug Lab Awareness course (September 29-30, 2009). The slight deficit was intended and will be offset by Tampa Bay Regional Planning Council (TBRPC) funding. The TBRPC determined that these additional funds would maximize the training opportunities afforded to emergency responders within District VIII.

Quarter	Date	Name	Expenses	Cumulative	Remaining
1	11/11-13/08	Emergency Response to Railcar Incident, Manatee Co.	\$10.00*	\$10.00	\$41,959.00
	11/13/08	CSX Transportation Railroad Functional Exercise, Hillsborough County	\$10.00*	\$20.00	\$41,949.00
	12/4/08	Air Monitoring Training, Pasco County	\$2,950.00	\$2,970.00	\$38,999.00
	12/31/08	1 st Qtr Administration Expenses Oct-Dec, 08 <Actual>	\$4,752.00**	\$7,722.00	\$34,247.00
2	2/10-12/09	Advance Radiological Response, Manatee County	\$10.00*	\$7,732.00	\$34,237.00
	3/31/09	Chlorine Workshop, Hillsborough County	\$10.00*	\$7,742.00	\$34,227.00
	3/31/09	2 nd Qtr Administration Expenses Jan-Mar, 09 <Actual>	\$ 653.00**	\$8,399.00	\$33,574.00
3	5/05-07/09	Chlorine Safety Training Course, Manatee County	\$3,600.00	\$11,999.00	\$29,974.00
	6/09-11/09	Air Monitoring & Detection In-Service Training	\$5,230.00	\$17,229.00	\$24,744.00
	6/30/09	3 rd Qtr Administration Expenses Apr-June, 09 <Actual>	\$ 857.00**	\$18,086.00	\$23,877.00
4	8/18-20/09	Hazmat IQ Training Course, Pinellas Park	\$14,850.00	\$32,936.00	\$ 9,037.00
	8/25-27/09	Confined Space Rescue Operations, Manatee County	\$6,000.00	\$38,936.00	\$ 3,037.00
	9/29-30/09	Clandestine Drug Lab Course, Pasco County	\$5,000.00	\$43,936.00	[\$1,963.00]
	9/30/09	4 th Qtr Administration Expenses July-Sept, 09 <Est >	\$1,000.00	\$44,936.00	[\$2,963.00]

* Indicates that LEPC District 8 received credit for course but the course was funded by a source other than the HMEP Training budget. Only expenses incurred by the LEPC were for advertising, etc.

** Council expenses include indirects (postage, office supplies, copying charges, communications), internal service charges (accounting, information center), auditing, building occupancy, travel time (local mileage, etc.) and small miscellaneous expenses.

A breakdown of the number of attendees by profession was also provided for the two training events conducted last quarter within the LEPC Member Agenda. These training events were the Chlorine Safety Training course (conducted May 5-7, 2009) and the Air Monitoring Detection & In-Service Training course (conducted June 9-11, 2009).

REGIONAL DOMESTIC SECURITY TASK FORCE (RDSTF) - Erika Wiker advised the Committee on recent and current Regional Domestic Security Task Force (RDSTF) activities and initiatives. The Region 4 RDSTF serves Hillsborough, Manatee, Pasco and Pinellas Counties as well as the counties of Hardee, Polk, Hernando, Citrus and Sumter Counties.

The Region 4 Incident Management Team (IMT) will be hosting a series of IMT Position Specific Training throughout the region in the near future. Additionally, we are seeking qualified National Incident Management System (NIMS) instructors to attend Position Specific Train the Trainers Courses through the Emergency Management Institute. Please contact Erika Wiker if interested.

The Resource Database was sent to participating agencies for the 2009 validation and update. Region 4 adopted IRIS 2.1 as the way-ahead for resource tracking in the area. Ms. Wiker continues to work with agencies to validate their typed resources prior to entry into IRIS.

Input for a Regional 3-year T&E Plan that captured training/exercise gaps based on the Target Capabilities List. There is a Region 4 Training and Exercise Subcommittee that has been developed to look at Regional training needs as they relate to specialty teams and plans, identified regional vulnerabilities, the TCL, and the NIMS 5-Year Training Guide. Understanding that training needs overlap, the Region would like to coordinate training needs with the LEPC Training Subcommittee. Various ICS and other classes are being continually offered throughout the region. The RDSTF training website (<http://www/tbrpc.org/rdstf/rdstf.shtml>) is currently being updated to be more user friendly. Please forward any comment(s) or suggestion(s) regarding the website to Ms. Wiker (erika@tbrpc.org).

Ms. Wiker also mentioned that she will be assisting in the conduct of the LEPC exercise that will be required next year. The scenario and type of exercise have yet to be determined.

Mr. Bill Lofgren sought confirmation that the largest users of Chlorine are still typically the wastewater treatment plants and that these quantities are being reduced as a result of less toxic alternatives. Ms. Wiker (and others) confirmed Mr. Lofgren's assumptions.

Mr. Lofgren additionally inquired whether the Homeland Security Exercise & Evaluation Program (HSEEP) course is still being conducted locally. Ms. Wiker indicated that the course is still being offered on an "As Needed" basis but that more people are seeking more extensive training than is available with the typical course offering. A number of organizations are interested in training only on the HSEEP "Toolkit," and Ms. Wiker is providing that training as requested.

Mr. Warren Weedon (U.S. Coast Guard/St. Petersburg) briefed the members on the success of the March 31, 2009 Chlorine Workshop conducted in association with the LEPC. Mr. Weedon provided an explanation of the Workshop findings and the intent to coordinate with the Tampa Bay LEPC and surrounding LEPCs to determine a coordinated way-ahead to support progress towards mitigation of identified vulnerabilities. The Improvement Plan is available to LEPC members, please contact Erika Wiker (erika@tbrpc.org) if you would like to receive a copy. A complete copy of the Chlorine Workshop After Action Report is available to those with a need-to-know, as the document contains Security Sensitive Information - those interested in the document will need to contact either Erika Wiker or Warren Weedon (warren.w.weedon@uscg.mil). Those interested in receiving a complete copy of the After Action Report would need to sign a non-disclosure form that will be kept on record.

Lt. Miguel Torrez awarded Ms. Wiker with a "Certificate of Merit" as a token of appreciation for all of her assistance and guidance she has recently provided to the U.S. Coast Guard.

TRAINING/CONFERENCE OPPORTUNITIES - Chair Ehlers recognized that numerous training opportunities were identified within the Agenda and solicited information concerning additional opportunities from the Committee. While no additional training opportunities were

identified by LEPC members, the list of opportunities identified in the Agenda were:

- 24/40 Hour OSHA Hazwoper Classes - Various FL Locations, Various Times (February - October 2009)
- Prevention and Response to Suicide Bombing Resident Course - Playas, NM, No date(s) specified
- Emergency Planning for Special Needs Communities - West Virginia University, No date(s) specified
- Industrial Rescue Team Training - Forsyth, GA (Georgia Fire Academy), September 28 - October 2, 2009
- 32 Hour Ammonia Technician/Incident Commander Training - Castroville, CA, September 14-17, 2009
- USDHS Operational Value of Threat, Risk & Vulnerability Assessment - Tampa, FL, October 27-29, 2009
- METRA's Environmental Excellence Day - Orlando, FL (Sea World Adventure Park's Ports of Call), September 30, 2009

TAMPA BAY LEPC LOGO SHIRTS - The Chair indicated that LEPC Logo Shirts are still available. If interested, please contact Mr. John Meyer.

OTHER LEPC BUSINESS - Mr. Ed Murphy, Hillsborough County Emergency Management, recognized receipt of a recent e-mail correspondence containing a copy of a letter from the USEPA to the SERCs, identifying their past accomplishments and future goals pertaining to the Emergency Planning and Community Right-to-Know Act. Mr. Meyer indicated he was in receipt of Mr. Murphy's forwarding of the e-mail earlier in the morning and he would subsequently forward the e-mail to the LEPC membership. [This e-mail was forwarded to the membership on September 2, 2009]

Chair Ehlers recognized the concerted effort that FDEM has applied to facilitate the filing of all future Tier II forms electronically. Discussion ensued regarding a desire for this data electronically (*Steve McCarthy, Pinellas Park Fire Department*) and desire for confirmation that the forms, once complete, will have print capabilities (*Alan Pratt, CF Industries*).

Ms. Hallie Calig encouraged all LEPC members to get involved in at least one Subcommittees and to begin thinking of roles additional Subcommittees may play.

While Chair Ehlers inquired as to other LEPC Business, no issues were raised and/or discussed.

PUBLIC COMMENTS - the Chair asked if there were any Public Comments. No response(s) was received.

NEXT MEETING will be held Wednesday, November 18, 2009 at the Tampa Bay Regional Planning Council offices, 4000 Gateway Centre, Suite 100, Pinellas Park, FL 33782. The mailout for this meeting will be done on or before November 9, 2009 and posted on the LEPC webpage.

The remaining meeting scheduled for 2009: November 18th.

ADJOURNMENT - Without objection and upon motion of Steve LeCroy and second by Jonathan Kemp, the Chair adjourned the meeting at 11:07 a.m.

Respectfully submitted,

John Meyer, Coordinator

Scott Ehlers, Chairman

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