



# LEPC Minutes

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## TAMPA BAY LOCAL EMERGENCY PLANNING COMMITTEE (LEPC) DISTRICT VIII, MEETING February 24, 2010

### Committee Members/Alternates

### Representing

Ehlers, Chief Scott (Chair)	Tampa Fire Rescue
Tobergte, Jeff (Vice Chair)	Florida Department of Environmental Protection
Calig, Hallie	City of Tampa/Environmental Coordination
Clark, Larry	6 CES/CEX
Cooksey, Michael	Pinellas County EMS & Fire Administration
Cowden, Greg (A)	Environmental Protection Commission of Hillsborough County
Crowther, Charles	St. Petersburg College
Dabrowski, Peter	Retired
Frady, Terry	Florida Department of Health
Hall, Glenn	Yara North America, Inc.
Kemp, Jonathan	St. Petersburg Times
Kinley, Ed	Universal Waste and Transit
Kobosky, Ron (A)	Mosaic Phosphates Company
Koretchko, Mark (A)	CF Industries, Inc.
LeCroy, Steve	St. Petersburg Fire & Rescue
Lindgren, Greg	Pinellas County Emergency Management
Lofgren, Col. Bill	Retired
McCarthy, Steven	Pinellas Park Fire Department
Murphy, Edward	Hillsborough County Emergency Management
Olson, Eugene	Civil Air Patrol
Orzech, Bill	VA Medical Center
Pratt, Alan	CF Industries, Inc.
Simpson, Steve (A)	Manatee County Emergency Management
Steadham, Phillip A.	Tampa Port Authority
Terrell, Michael D.	Manatee County Attorney's Office
Tollise, Bob	Manatee County Public Safety
Wade, Holley (A)	Hillsborough County Emergency Management
Wenger, Doug	Retired
Wiker, Erika	Tampa Bay RDSTF

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

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A = Alternate member with voting standing.

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

Guests

Representing

Bailey, Stacey	East Manatee Fire Rescue
Carson, Dave	Hillsborough County Water Resources Services
Fernandez, Frank	Hillsborough County Fire Rescue
Gonzalez, Mike	Tampa Fire Rescue
Harman, Alice	Kinder Morgan
Kinisley, Steve	AT&T
Lang, Steve	U.S. Coast Guard
Lynch, Denise	CSX Transportation
Severson, Joseph	FDOT
Teates, Byron	East Manatee Fire Rescue

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
Ballaron, John	Manatee Port Authority
Boyles, LCDR Tom	U.S. Coast Guard
Bunce, Keith	WTVT Fox 13 News
Burnett, David	Plant City Fire Rescue
Castonguay, Steven	Hillsborough County Health Department
Connors, Cpl Lance	Hillsborough County Sheriff's Office
Dorsey, Martin	Tampa General Hospital
Douglass, Doug	American Red Cross
Gonzalez, Roberto	Florida Department of Transportation
Johnston, James D.	Pasco County Emergency Management
Klinger, Chet	Retired
Touchton, Lesley	Southwest Florida Water Management District
Vannan, Rick	The Clorox Products Manufacturing Co.

**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 29 members or alternates attending, a quorum was present. (Nine members constitute a quorum). He also welcomed ten members of the public attending.

**APPROVAL OF MINUTES** - The Chair inquired whether there were any suggested modification(s) to the *Minutes* of the November 18, 2009 LEPC meeting. Hearing none, the Chair asked for motion to approve the

*Minutes*. Ed Murphy moved and Terry Frady seconded the motion. *Minutes* were approved unanimously on voice vote.

**THOMAS YATABE AWARDS - CERTIFICATES OF APPRECIATION** - Mr. John Meyer, LEPC Coordinator, indicated that the Thomas Yatabe Awards were presented at the January 8, 2010 meeting of the State Emergency Response Commission (SERC). Each year, one representative from each District is elected to receive the Thomas Yatabe Award, signifying outstanding contribution(s) made in the implementation and support of the *Emergency Planning and Community Right-to-Know Act*. This year's District 8 recipient was Mr. Doug Meyer of Pinellas County Emergency Management. Contributions of other nominees were recognized through the issuance of Certificates of Appreciation by the SERC. Framed Certificates of Appreciation were presented for the following by the Chair:

- Chief Michael Gonzalez, Special Operations Chief, Tampa Fire Rescue
- Mr. John Hess, Planning & Preparedness Manager, U.S. Department of Transportation/ Pipeline & Hazardous Materials Safety Administration
- Chief Byron Teates, Fire Chief, East Manatee Fire Rescue District

**LEPC DISTRICT 8 MEMBERSHIP CHANGES** - Mr. Meyer indicated that the membership changes approved by the State Emergency Response Commission at their January 8, 2010 meeting consisted of only the redesignation of "Alternate" members for Pasco County Emergency Management (to Mr. Paul Latham), Pinellas County Emergency Management (to Mr. Doug Meyer) and Pinellas County Fire & EMS Administration (to Ms. Sandra Brooking).

**RECAP OF QUARTERLY STATE EMERGENCY RESPONSE COMMISSION (SERC) MEETINGS**

- Mr. Meyer stated a recap of the discussion and/or action items associated with the January 7-8, 2010 SERC Quarterly meetings was included in the LEPC Member Agendas and available through the LEPC website.

Some of the more notable topics captured in the Recap included:

- Hazards Analysis Working Group. A motion was approved by the SERC to modify future Hazards Analysis Contracts to exclude site inspection requirements for all telecommunication sites, facilities with battery-operated Material Handling Equipment (forklifts, pallet jacks, etc), battery suppliers, and businesses with large Uninterruptable Power Supply(ies) as their sole source for reporting;
- Biological Sampling Protocol. A motion was approved unanimously by the SERC to accept the Subcommittee on Training's suggested revisions to SERC's *Public Safety Sampling for Hazardous Materials/WMD Incidents*. The document provides guidance to "standardize the training, procedures, and equipment used by Regional Hazardous Materials Teams to respond and mitigate a hazardous materials (HAZMAT) incident in which illicit or terrorist activity is thought to have taken place. It may also be used by other hazardous materials teams in responding to various HAZMAT incidents.";
- SERC members approved a motion to accept the revisions to the LEPC membership proposed by the various LEPC Districts;
- The SERC presented the 2009 Thomas Yatabe Awards to the eleven recipients, one from each LEPC District; and

- Ms. Cindy Gennell announced that this is her final meeting as a SERC member. As a representative for the Florida League of Cities for the past 12 years, she thanked the dedicated staffs and persons that have contributed during her tenure on the SERC. Her replacement has yet to be named.

**HMEP PROGRAM/PLANNING** - Subcommittee Chair Alan Pratt indicated that there are no updates and reminded LEPC members of the recent receipt of the “Shelter-in-Place” video with Spanish subtitles prepared and provided by Univision. Mr. Pratt indicated that the Subcommittee may be in contact the Harbor Island Homeowners Association to determine if there is renewed interest for a “Shelter-in-Place” presentation at a future Association meeting considering the proximity of the community to various chemical facilities located within the Port of Tampa.

**FACILITY DISASTER PLANNING PROJECT** - Mr. Meyer informed the LEPC that the Facility Disaster Planning Subcommittee last met on January 21, 2010. A copy of the draft *Minutes* were included in the LEPC Agenda materials and available on the LEPC website. At the meeting, it was decided that the Subcommittee would pre-schedule future meetings on a Quarterly basis (third Thursday of January, April, July & October). Mr. Meyer added that the latest Subcommittee anticipated initiative involves mailing postcards to the Section 302 facilities within the Region prodding them to complete a short on-line Survey to specify their training needs and/or desires. Once the Surveys are complete and compiled, it is envisioned that the results could dictate future training to be coordinated and/or provided by the Subcommittee. Potential receipt of grant funds could assist with this endeavor.

**HMEP PROGRAM/TRAINING** -Subcommittee Chair Bob Tollise indicated that HMEP funds were utilized for the conduct of a “Foam/Ethanol Training” course for Hillsborough County on December 14-16, 2009. In addition, a “Chemical Compatibility and Storage” course is planned for Manatee County on May 3-5, 2010. Vacancies for this course currently exist. The Training Subcommittee will meet 9:30 in the morning of the next scheduled LEPC meeting (i.e. May 26, 2010) to discuss the remainder of the LEPC/HMEP funding and future training opportunities.

Chair Ehlers commended CSX Railroad for availing an on-line course designed for First Responders to railroad incidents. The interactive course takes about an hour to complete. CSX staff Denise Lynch thanked Chair Ehlers for his remarks and added that the E-Course was designed for the convenience of the First Responders and that an advanced on-line course is currently being prepared. Ms. Lynch additionally indicated that any/all comments received regarding the course could/would result in course refinements, as may be appropriate.

The following constitutes a current breakdown of the 2009-10 HMEP Training Contract expenditures:

Quar-ter	Date	Name	Expenses	Cumulative	Remaining
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1	12/14-16/09	Foam/Ethanol Training, Hillsborough County	\$6,300.00	\$6,300.00	\$35,669.00
	12/31/09	1 <sup>st</sup> Qtr Administration Expenses Oct-Dec, 09 <Actual>	\$64.00**	\$6,364.00	\$35,605.00
2	1/19-21/10	Introduction to CAMEO, Pinellas County	\$10.00*	\$6,374.00	\$35,595.00
	1/26-27/10	Adv. Incident Mgmt./Unified Command(ICS 400), Pin.	\$10.00*	\$6,384.00	\$35,585.00
	2/02-03/10	Adv. Incident Mgmt./Unified Command(ICS 400), Pin.	\$10.00*	\$6,394.00	\$35,575.00
	3/31/10	2 <sup>nd</sup> Qtr Administration Expenses Jan.-Mar '10<Estimate>	\$1,300.00		
3	5/03-05/10	Chemical Compatibility & Storage, Manatee County	\$4,000.00		
	6/15-17/10	CAMEO Training, Pinellas County	\$10.00*		
	6/30/10	3 <sup>rd</sup> Qtr Administration Expenses April-June '10 <Est.>	\$1,300.00		
4					
	9/30/10	4 <sup>th</sup> Qtr Administration Expenses July-Sept '10 <Est.>	\$1,300.00		

\* 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.

**REGIONAL DOMESTIC SECURITY TASK FORCE (RDSTF)** - RDSTF Planner Erika Wiker indicated that the LEPC Agenda materials included an update of current RDSTF activities. Ms. Wiker highlighted the fact that the LEPC, RDSTF, USCG, Hillsborough County & City of Tampa are currently initiating the planning for a full-scale exercise to meet the objectives of Regional agencies and response partners. Once the exercise is complete, an After Action Report will be prepared, satisfying the LEPC's requirement for the conduct of a biennial exercise. The Region 4 RDSTF serves Hillsborough, Manatee, Pasco and Pinellas Counties as well as the counties of Hardee, Polk, Hernando, Citrus and Sumter Counties.

**CHEMICAL SAFETY BOARD (CSB) VIDEO/"EMERGENCY PREPAREDNESS: FINDINGS FROM CSB ACCIDENT INVESTIGATIONS** - LEPC staff presented the above-referenced video highlighting the lessons learned by the Chemical Safety Board over the past 10 years. The video emphasized the need for effective communications between Companies, emergency responders and the community, as well as the importance of proper training, planning, exercises and implementation of appropriate procedures in reducing potential loss of life.

**TRAINING/CONFERENCE OPPORTUNITIES** - Chair Ehlers recognized that numerous training opportunities were identified within backup Agenda materials. These opportunities were:

- SERC's State Training and Events Schedule - Various FL Locations/Variou Times (Feb. - April 2010)
- Emergency Management Institute (EMI) Training Opportunities - Emmitsburg, MD, Various Dates
- USDOT/Emergency Response Guidebook, Placards, Labels, Markings, Packages & Containers Course - Bradenton, FL, June 6-8, 2010
- Chemical Sector Explosive Threat Awareness Training, Tampa International Airport, February 19, 2010

Ms. Wiker added that additional RDSTF training opportunities are identified through E-Sponder.

**HAZARDOUS MATERIALS AWARENESS WEEK** - Mr. Meyer indicated that Proclamations declaring February 14-20, 2010 as Hazardous Materials Awareness Week (HMAW) were previously received from

the Governor, the State Emergency Response Commission and the Tampa Bay Regional Planning Council. Copies of these Proclamations were included in the LEPC Agenda materials. Mr. Meyer stated that this year's HMAW initiative was to promote science/chemistry in the public high schools. This District is blessed with the fact that the Pinellas Park High School just established a "First Responders" program designed to spur interest in the field of Emergency Response and the chemical industry. In fact, Vice Chair Jeff Tobergte is alumni from this high school, long before this Program was available. Mr. Tobergte recently spoke to the Program participants at the request of the Program Director, Ms. Jill Dileanis.

**FLORIDA DIVISION OF EMERGENCY MANAGEMENT (FDEM)/REGION 4 QUARTERLY MEETING** - Mr. Meyer indicated that FDEM Region 4 Coordinator Mr. Paul Siddall held the Fourth Quarter 2009 FDEM meeting on December 7, 2009 at the Pasco County EOC. *Minutes* from the meeting were included in the current LEPC Agenda materials. Mr. Siddall subsequently held the First Quarter 2010 FDEM meeting at the Hillsborough County EOC on February 19, 2010. Minutes from this meeting were not prepared in time for inclusion in this LEPC Agenda but will alternatively be included in the May 26, 2010 LEPC Agenda materials.

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

**PUBLIC COMMENT/OTHER LEPC BUSINESS** - Vice Chair Tobergte acknowledged receipt of an e-mail correspondence indicating a recent U.S. Department of Transportation's proposal to increase the registration fee for the larger hazardous material(s) transporters from \$1,000 to \$3,000 per year. The fee increases associated with smaller facilities would also be increased proportional to the facility size in terms of employment. The resulting additional funding would be applied towards the HMEP Training program nationwide. Mr. Tobergte identified that the comment period ends on March 4<sup>th</sup>. Significant discussion ensued about the possibility of the LEPC providing a letter in support of the increases. Many LEPC members voiced their displeasure of considering passing additional costs to the private sector in these economic times and these costs could ultimately result in further job losses. A motion was made by Mr. Doug Wenger and seconded by Mr. Greg Lindgren to "remain silent" (thereby not taking a position) on this matter. The Motion was approved through a majority vote.

A copy of the e-mail was forwarded to all LEPC members shortly following the meeting.

**NEXT MEETING** - Chair Ehlers announced that the next LEPC meeting will be held on Wednesday, May 26, 2010 at the Tampa Bay Regional Planning Council offices. The mailout associated with this meeting will be done on or before May 17, 2010 and posted to the LEPC website.

**ADJOURNMENT** - Without objection and upon a motion of Mr. Jonathan Kemp and second by Mr. Larry Clark, the Chair adjourned the meeting at 11:38 a.m.

Respectfully submitted,

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John Meyer, Coordinator

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Scott Ehlers, Chairman