



# LEPC Minutes

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## TAMPA BAY LOCAL EMERGENCY PLANNING COMMITTEE (LEPC) DISTRICT VIII, MEETING May 26, 2010

### Committee Members/Alternates

### Representing

Ehlers, Chief Scott (Chair)	Tampa Fire Rescue
Tobergte, Jeff (Vice Chair)	Florida Department of Environmental Protection
Ballaron, John	Manatee Port Authority
Boykin, Bill (A)	The Clorox Products Manufacturing Co.
Boyles, LCDR Tom	U.S. Coast Guard
Brooking, Sandy (A)	Pinellas County EMS & Fire Administration
Burnett, David	Plant City Fire Rescue
Calig, Hallie	City of Tampa/Environmental Coordination
Castonguay, Steven	Hillsborough County Health Department
Connors, Cpl Lance	Hillsborough County Sheriff's Office
Cooksey, Michael	Pinellas County EMS & Fire Administration
Dabrowski, Peter	Retired
Dorsey, Martin	Tampa General Hospital
Fraday, Terry	Florida Department of Health
Hall, Glenn	Yara North America, Inc.
Hanson, Dale (A)	Florida Department of Transportation
Kemp, Jonathan	St. Petersburg Times
Klinger, Chet	Retired
Kobosky, Ron (A)	Mosaic Phosphates Company
Lindgren, Greg	Pinellas [Pasco] County Emergency Management
Lofgren, Col. Bill	Retired
McCarthy, Steven	Pinellas Park Fire Department
Meyer, John	Tampa Bay Regional Planning Council
Murphy, Edward	Hillsborough County Emergency Management
Olson, Eugene	Civil Air Patrol
Orzech, Bill	Bay Pines VA Medical Center
Pratt, Alan	CF Industries, Inc.
Steadham, Phillip A.	Tampa Port Authority
Touchton, Lesley	Southwest Florida Water Management District

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

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Watson, Alain G.	Environmental Protection Commission of Hillsborough County
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.

Guests

Representing

Armstrong, Dean	Bay Pines VA Medical Center
Carson, Dave	Hillsborough County Water Resources Services
Caldwell, Jeff	Department of Homeland Security
Cole, Kenneth	Chemical Formulators
Crosby, Robert	Department of Homeland Security
Dunmeyer, Gary	Harcros Chemicals
Fernald, Larry	Civil Air Patrol
Hilton, Ben	American Compliance Technologies
Kinisley, Steve	AT&T
Lipski, James	Department of Homeland Security
Mitchum, Robert	Department of Homeland Security
Shiver, Tim	Department of Homeland Security
Stokes, Robert "Robin"	Hillsborough County Fire Rescue
Taylor, Michael	Bay Pines VA Medical Center
Vadelund, Lynne	CF Industries
Walters, Dan	Terra Industries
Wood, Robert	Tampa Pipeline

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
Douglass, Doug	American Red Cross
Clark, Larry	6 CES/CEX
Crowther, Charles	St. Petersburg College
Kinley, Ed	Universal Waste and Transit
LeCroy, Steve	St. Petersburg Fire & Rescue
Terrell, Michael D.	Manatee County Attorney's Office
Tollise, Bob	Manatee County Public Safety

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**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 32 members or alternates attending, a quorum was present. (Nine members constitute a quorum). He also welcomed 17 members of the public attending.

**APPROVAL OF MINUTES** - The Chair inquired whether there were any suggested modification(s) to the *Minutes* of the February 24, 2010 LEPC meeting. Hearing none, the Chair asked for motion to approve the *Minutes*. Terry Frady moved and Doug Wenger seconded the motion. *Minutes* were approved unanimously on voice vote.

**LEPC DISTRICT 8 MEMBERSHIP CHANGES** - Mr. Meyer indicated that the membership changes approved by the State Emergency Response Commission at their April 2, 2010 meeting consisted of only the redesignation of “Alternate” member for American Red Cross (to Ms. Pamela Bartley).

**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:

- Hazardous Materials Medical Protocols/Part 2. The SERC approved the second part of this document which standardizes and specifies the treatment procedures for victims of exposure to certain chemical. A detailed list of treatment procedures is available at:  
[www.tbrpc.org/lepc/SERC/HazMatMedicalTreatmentProtocols\\_April2010.pdf](http://www.tbrpc.org/lepc/SERC/HazMatMedicalTreatmentProtocols_April2010.pdf).
- SERC SOT name and guidelines for membership. SERC authorized restoring the name of SERC’s working subcommittee name to the “Training Task Force” and promoted/encouraged (up to) three members be designated from each Local Emergency Planning Committee for participation purposes. These representatives should be *first responders*.
- Operations Level Training Guidelines. The SERC approved updates to the Operations Level Training Guidelines. In recognition of advancements in technology, the predominant changes to the Guidelines include computer/internet competency levels of scientific equipment, E-plan and the FBI’s 12-Step process of evidence collection at the hazmat incident. The 324-page document is viewable at:  
[www.tbrpc.org/lepc/SERC/OperationalLevelTrainingGuidelines\\_April2010.pdf](http://www.tbrpc.org/lepc/SERC/OperationalLevelTrainingGuidelines_April2010.pdf).

**HMEP PROGRAM - PLANNING** - Subcommittee Chair Alan Pratt indicated that there are no updates. However, the Ammonia siren system is becoming outdated and in the need of frequent maintenance. It is anticipated that options and/or alternatives will be considered and discussed at a Ammonia Operations Meeting scheduled at the Kinder Morgan facility tomorrow (May 27, 2010).

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**FACILITY DISASTER PLANNING PROJECT** - Mr. Meyer identified that the Facility Disaster Planning Subcommittee met on April 15 and again May 19, 2010. *Minutes* from the April meeting were provided in the detailed Agenda packet (and available on the LEPC website). *Minutes* from the May meeting will be incorporated into the next LEPC Agenda along with those for the future July 15, 2010 meeting. It was noted that the current Chair (Bob Westly) will be relocating to the Florida panhandle and that the Subcommittee is currently seeking nominations for Chair. Mr. Meyer additionally indicated that the Chet Klinger's recently-completed survey of a multitude of hazardous materials facility owners/operators has been compiled and is currently available on the LEPC website. The document is entitled "*Disaster Planning Tips for Facilities Storing and Handling Hazardous Materials.*" Current Subcommittee initiatives include polling the various Section 302 facilities within the Region to ascertain training topics that could be provided by the Subcommittee and the forum for such training (i.e. workshops, webinars...).

**HMEP PROGRAM/TRAINING** - Mr. Meyer indicated that he regrettably received the written resignation of Bob Tollise this morning due to the elimination of his position as Manatee County Public Safety Hazardous Materials Coordinator. Mr. Tollise has been an active LEPC member since July 2006, most of which time he has additionally served as the HMEP Training Subcommittee Chair.

Filling in for Mr. Tollise, Mr. Meyer identified that a Training Subcommittee was held earlier in the morning to solicit and discuss potential training opportunities for first responders to account for the remaining \$18,000 - \$19,000 of HMEP funds which must be expended by September 30, 2010. Any such training requests from the LEPC membership should be forwarded to the attention of the LEPC Staff Coordinator (John Meyer) for prompt consideration and/or processing.

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

Quarter	Date	Name	Expenses	Cumulative	Remaining
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	\$1,292.00	\$7,686.00	\$34,283.00
3	4/05/10	E-Plan Train-the-Trainer, Pinellas County	\$416.93	\$8,102.93	\$33,866.07
	5/03-05/10	Chemical Compatibility & Storage, Manatee County	\$4,000.00	\$12,102.93	\$29,866.07
	5/10-12/10	Chlorine Training for 1 <sup>st</sup> Responders/Tech, Tarpon Spgs	\$3,600.00	\$15,702.93	\$26,266.07
	5/12-14/10	Confined Space Rescue for Hazmat Environs., Manatee	\$6,000.00	\$21,702.93	\$20,266.07
	6/15-17/10	CAMEO Training, Pinellas County	\$10.00*	\$21,712.93	\$20,256.07
	6/30/10	3 <sup>rd</sup> Qtr Administration Expenses April-June '10 <Est.>	\$1,300.00	\$23,012.93	\$18,956.07
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 primarily 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.

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**REGIONAL DOMESTIC SECURITY TASK FORCE (RDSTF)** - RDSTF Coordinator Erika Wiker provided the highlights and limited graphics associated with the full-scale exercise conducted on May 11, 2010. Participants in the exercise were the LEPC, RDSTF, USCG, Hillsborough County, City of Tampa, FDEP and the Department of health, and others. The associated *After Action Report* will be presented for approval at a June 11, 2010 meeting of exercise participants and stakeholders. 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 “OIL AND GAS SITES NEED SECURITY AND WARNING SIGNS”** - LEPC staff presented the above-referenced video highlighting the dangers associated with unsecured oil storage tanks. The CSB concluded that installation of proper security fencing, locks on tank hatches and ample warning signs would prevent accidental explosions and inevitably save young lives. The video is viewable from the CSB website.

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

- Training recognized by the FDEM (May - August 2010); and
- Emergency Management Institute (EMI) Training Opportunities - Emmitsburg, MD, Various Dates.

No other training opportunities were identified by the LEPC members.

**ELECTIONS** - Ms. Hallie Calig identified that Scott Ehlers and Jeff Tobergte are nearing completion of their initial two-year terms as Chair and Vice Chair of the LEPC respectively. Review of LEPC membership policies does not preclude them from seeking additional two-year term(s). Chair Ehlers and Vice Chair Tobergte have each expressed an interest in maintaining their current positions. Ms. Calig informed the LEPC to notify her and/or John Meyer (by August 6<sup>th</sup>) of nominations for these positions. However, please have the nominees consent to serve prior to submitting any/all nominations. If additional nomination(s) is received, a formal election process will be instituted in conjunction with the August 25, 2010 LEPC meeting. Mr. Bill Lofgren added that one of the pre-requisites of the LEPC Chair position is the ability to attend the quarterly SERC meetings. John Meyer recognized that no nominations will be allowed from the floor on the day of the meeting.

**RE-CERTIFICATION OF LEPC MEMBERSHIP** - Mr. John Meyer advised the LEPC members that he will be requesting re-certification of all current District 8 with the exception of the few modifications recently received that will already be processed in conjunction with the July 2010 SERC meeting. In addition, Mr. Meyer requested notification of member(s) no longer wishing to serve on the LEPC by Friday, May 28<sup>th</sup> so that these corresponding modification(s) can also be made.

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**TAMPA BAY LEPC HAZARDOUS MATERIALS EMERGENCY RESPONSE PLAN UPDATE** - Mr. Meyer advised that he is in the process of finalizing revisions to the stated document and extended a special thanks to those members who previously provided input. The majority of the changes are/were related to updated population figures, facility information, equipment inventories and incorporation of the findings and conclusions from the recently-completed “A Grand Response” full-scale exercise. Following a motion by Mr. Doug Wenger and a second by Mr. Terry Frady, the LEPC unanimously authorized the Chair and LEPC staff to transmit the Plan update to the Florida Division of Emergency Management upon completion of final edits (by June 30, 2010) per the Contract requirement.

**FLORIDA DIVISION OF EMERGENCY MANAGEMENT (FDEM)/REGION 4 QUARTERLY MEETING** - Mr. Meyer indicated that FDEM Region 4 Coordinator Mr. Paul Siddall held the First Quarter 2010 FDEM meeting on February 19, 2010 at the Hillsborough County EOC. *Minutes* from the meeting were included in the detailed Agenda materials and available on the LEPC website. The next scheduled FDEM Region 4 meeting is scheduled for Friday, June 4<sup>th</sup> at the Polk County EOC. Minutes from this meeting will be included with the August 25, 2010 LEPC Agenda materials.

**CERTIFICATE OF APPRECIATION** - Chair Ehlers indicated that this is the final meeting for Ms. Erika Wiker of the Regional Domestic Security Task Force. Chair Ehlers presented Ms. Wiker with a *Certificate of Appreciation* for three years of service to the Local Emergency Planning Committee and thanked her for the invaluable assistance she has provided to the LEPC with such tasks as the regional exercise.

**OIL SPILL STATUS AND UPDATE** - Mr. Chet Klinger inquired about the current status of the oil spill release and containment. Lt. Com. Thomas Boyles indicated that a command post has been set up in St. Petersburg and that Contingency Plans have been updated to reflect the (local) critical and sensitive areas that are to be protected. Vice Chair Jeff Tobergte presented a couple of graphics to depict the location of oil concentration and sheens in proximity to the Gulf Loop, and current projections of movement based on current conditions. Discussion ensued about deep water plumes and the use of dispersants. Lt. Col. Larry Fernald identified current Civil Air Patrol missions of conducting “coastal watches” along the Gulf Coast states looking for oil sheens and taking pictures with recorded GPS locations. Lt. Com. Boyles closed with the remark that the Coast Guard takes each and every call seriously and investigates all matters necessary to determine if issue(s) are related to the Deepwater Horizon incident.

**E-PLAN** - Mr. Ed Murphy initiated his remarks by stating that E-Plan is a good and useful tool used by first responders in responding to hazardous material incidents. Accurate information in the database is critical to the safety of these responders and others that may be involved in or affected by these incidents. Mr. Murphy pointed out that it appears that the Florida HMIS data was downloaded into the E-Plan last Friday (May 21<sup>st</sup>) and now E-Plan contains many concerning errors such as identification of diesel fuel, oxygen, gasoline, kerosene and argon as “Extremely Hazardous Substances” and the duplication of many records for various facilities. Some of the duplicated records even contain different reporting quantities. Mr. Greg Lindgren acknowledged observing similar results during his recent view of E-Plan data. Chair Ehlers identified that prompt resolution of these concerns is extremely important and that he will raise this issues at SERC’s Training Task Force (TTF) meeting on July 8, 2010. Mr. Bill Lofgren added that this may be a data input error but encouraged Mr. Murphy and/or Mr. Lindgren to provide evidence of such records to John Meyer and/or Chair Ehlers to bring to the TTF meeting. Hillsborough County Emergency Management and Tampa Bay LEPC staff are eager and stand ready to assist the SERC in resolving these issues as quickly as possible.

**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** - None identified.

**NEXT MEETING** - Chair Ehlers announced that the next LEPC meeting will be held on Wednesday, August 25, 2010 at the Tampa Bay Regional Planning Council offices. The mailout associated with this meeting will be done on or before August 16, 2010 and posted to the LEPC website.

**ADJOURNMENT** - Without objection and upon a motion of Mr. Doug Wenger and a second by Mr. Terry Frady, the Chair adjourned the meeting at 11:22 a.m.

Respectfully submitted,

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John Meyer, Coordinator

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Scott Ehlers, Chairman

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