



LEPC Minutes

TAMPA BAY LOCAL EMERGENCY PLANNING COMMITTEE (LEPC) DISTRICT VIII, MEETING August 25, 2010

Committee Members/Alternates

Representing

Bartley, Pamela (A)	American Red Cross
Boykin, Bill (A)	The Clorox Products Manufacturing Co.
Burnett, David	Plant City Fire Rescue
Calig, Hallie	City of Tampa/Environmental Coordination
Connors, Cpl Lance	Hillsborough County Sheriff's Office
Cooksey, Michael	Pinellas County EMS & Fire Administration
Crowther, Charles	St. Petersburg College
Dabrowski, Peter	Retired
Fernald, Larry	Civil Air Patrol
Hall, Glenn	Yara North America, Inc.
Hanson, Dale (A)	Florida Department of Transportation
Kemp, Jonathan	St. Petersburg Times
Kinley, Ed	Universal Waste and Transit
Klinger, Chet	Retired
LeCroy, Steve	St. Petersburg Fire & Rescue
McCarthy, Steven	Pinellas Park Fire Department
Meyer, John	Tampa Bay Regional Planning Council
Murphy, Edward	Hillsborough County Emergency Management
Orzech, Bill (A)	Bay Pines VA Healthcare System
Pratt, Alan	CF Industries, Inc.
Steadham, Phillip A.	Tampa Port Authority
Stokes, Robert "Robin"	Hillsborough County Fire Rescue
Tobergte, Jeff (Vice Chair)	Florida Department of Environmental Protection
Watson, Alain G.	Environmental Protection Commission of Hillsborough County
Wenger, Doug	Retired

A = Alternate member with voting standing.

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

Red text signifies meeting Chair.

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

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

Guests

Bisacchi, Luis
Brown, Geoff
Carson, Dave
DeLapenna, Mark
Keller, Paul
McCutcheon, Dave
McElligutt, Bill
Nunn, Tom
Park, Warren
Parkhurst, Jessica
Ramos, Victor
Stout, Jim
Weiss, Gary

Representing

Hillsborough County Public Works
St. Pete College
Hillsborough County Public Utilities
AT&T
Pinellas County Emergency Management
DPC Enterprises
Dunedin Fire Department
HQ U.S. Centcom
Pasco Cogen
U.S.F. Center for Biological Defense
Department of Veteran Affairs
Pasco Cogen
American Compliance Technologies

Staff Coordinator

Meyer, John

Representing

Tampa Bay LEPC District VIII

Members Absent Without Alternates in Attendance

Ballaron, John
Boyles, LCDR Tom
Castonguay, Steven
Dorsey, Martin
Ehlers, Chief Scott
Fraday, Terry
Johnston, James D.
Lofgren, Col. Bill
Simpson, Steve
Stewart, Jeff
Terrell, Michael D.
Touchton, Lesley
Wiker, Erika

Representing

Manatee Port Authority
U.S. Coast Guard
Hillsborough County Health Department
Tampa General Hospital
Tampa Fire Rescue
Florida Department of Health
Pasco County Emergency Management
Retired
Manatee County Emergency Management
Mosaic Fertilizer, LLC
Manatee County Attorney's Office
Southwest Florida Water Management District
Tampa Bay RDSTF

CALL TO ORDER - Vice Chair Jeff Tobergte chaired the meeting and called the meeting to order at 10:33 a.m. Following a brief introduction of attendees, everyone stood and recited the Pledge of Allegiance. With 25 members and/or their Alternates present, it was acknowledged that a quorum was present. (Nine members constitute a quorum). Vice Chair Tobergte welcomed the members as well as the 13 attending from the public.

APPROVAL OF MINUTES - The Chair inquired whether there were any suggested modification(s) to the *Minutes* of the May 26, 2010 LEPC meeting. Hearing none, the Chair asked for motion to approve the *Minutes*. Jonathan Kemp moved and Larry Fernald seconded the motion. *Minutes* were approved unanimously on voice vote.

LEPC DISTRICT 8 MEMBERSHIP CHANGES - Mr. Meyer indicated that SERC approved a recertification of all current District 8 LEPC members as may have been supplemented by the following new members: Robin Stokes (Hillsborough County Fire Rescue) and E. Craig Lynn (his Alternate); Dean Armstrong (Bay Pines VA Healthcare System); Lt. Col Larry Fernald (Civil Air Patrol); Don Hermey as the Alternate to Steve Simpson (Manatee County Emergency Management); Lynne Vadelund as Alan Pratt's Alternate (CF Industries); and Greg Lindgren as J.J. Johnston's Alternate (Pasco County Emergency Management). Mr. Meyer and Chair Tobergte welcomed these new members.

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 8-9, 2010 SERC Quarterly meetings held at the East Central Florida Regional Planning Council in Altamonte Springs was included in the LEPC Member Agendas and available through the LEPC website.

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

- Significant dialogue documenting frustration with the requirement that individuals must possess 40-Hr. Hazwoper Certification from one of BP's two authorized training agencies in order to be authorized for reimbursement associated with the Deepwater Horizons Oil Spill Response efforts. This requirement would be considered exclusive of the 160-Hr. Course credentials many First Responders already have.
- Significant involvement of Florida's State Emergency Operations Center in the Oil response and recovery efforts through such measures as activation of a Recon team designed to deploy members and resources to critical coastline locations in Florida prior to the arrival of oil.
- Mr. Matt Marshall indicated that E-Plan has now been updated to allow "vicinity searches" of up to five miles and plume modeling is currently being beta tested. When successfully input, E-Plan is an incredible resource available to first responders by providing accurate and updated facility information including contacts and chemical inventories at their finger tips when they roll up to a hazmat incident. Upon Ed Murphy's prior suggestion, LEPC staff will continue to promote the importance of ensuring that all information is as accurate and updated as possible. The annual E-Plan Users Conference will be held this year at the Embassy Suites in Ft. Myers on October 21-22, 2010.
- Hazardous Materials Awareness Week has, once again, been scheduled for February 2011 although the particular week has not been determined. This year's theme will be the promotion of "sheltering-in-place," a concept long promoted by District 8 through the numerous workshops previously conducted by facilities within the Port.

Mr. Ed Murphy indicated that he would be attending the E-Plan Users Conference and asked if there other LEPC member(s) interested noting that FDEM expects at least two members from each District. No members expressed an interest.

HMEP PROGRAM - PLANNING - Subcommittee Chair Alan Pratt indicated that there are no updates and no recent requests for Ammonia Siren briefings. Mr. Pratt recognized that the local Ammonia industry representatives are considering the conduct of a tabletop exercise involving a simulated release of Ammonia while transferring between vessels. Mr. Ed Murphy, Hillsborough County Emergency Management & LEPC member, indicated that he will contact several local transporters shortly to determine their level of interest in exercise participation.

FACILITY DISASTER PLANNING PROJECT - Mr. Meyer identified that the Facility Disaster Planning Subcommittee met on May 19, 2010 and again on July 15, 2010. *Minutes* from each of these meetings were provided with the detailed Agenda packet. The highlights of the latest meeting included:

- recognition of Chet Klinger's willingness to accept the Subcommittee Chair position due to the pending relocation of Mr. Bob Westly to the Florida panhandle;
- initiative to send postcards to Section 302 facilities within the District encouraging their participation in a brief on-line survey to determine training needs; and
- need to re-evaluate the Subcommittee's mission to ensure that we continue to proceed on a desired track. This will likely include the conduct of a brainstorming session to evaluate past successes and possibly project a new direction for this or a supplemental Subcommittee.

Vice Chair Tobergte welcomed Mr. Klinger back in the position of Subcommittee Chair. Mr. Klinger added that the Subcommittee is at an important crossroads of new and old members in which the direction of the Subcommittee will need to be determined. Some members want to build web-based resources (subject to funding). Others prefer reaching out to facilities to provide valuable insight and resources regarding proactive planning in preparation for areawide disasters rather than potentially implement reactive measures, arguably similar to the recent BP incident.

HMEP PROGRAM/TRAINING - Mr. Meyer stated that a breakdown of 2009-10 HMEP Training expenses has been provided in the Agenda packets. The former allotment of dollars has all been spent. One remaining training course will be conducted and one is concurrently being held.

Mr. Meyer reminded the membership that Bob Tollise had recently left his post with the Manatee County Hazardous Materials section and his former HMEP Training Subcommittee Chair position for the LEPC. As a result, Mr. Meyer announced the HMEP Training Subcommittee will meet one hour prior to the start of the next scheduled LEPC meeting (November 17, 2010). The intended purpose of this meeting will be to seek nomination(s) for the Subcommittee Chair position as well as strategize training opportunities that may be available with the 2010-11 HMEP funds. Mr. Meyer concluded by stating that a meeting reminder will be sent to the Subcommittee members as this date approaches.

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 st 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 nd 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 st 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	Intro to CAMEO, Pinellas County	\$10.00*	\$21,712.93	\$20,256.07
	6/30/10	3 rd Qtr Administration Expenses April-June '10	\$1,054.00	\$22,766.93	\$19,202.07
4	7/27-29/10	Hydrogen Cyanide Firefighting Training, Manatee Co.	\$4,000.00	\$26,766.93	\$15,202.07
	8/24-27/10	Hazcat Level 1 Training, Pasco County	\$12,000.00	\$38,766.93	\$ 3,202.07
	9/08-10/10	Hazardous Materials Life Safety & Command, Manatee	\$3,600.00	\$42,366.93	[\$397.93]
	9/30/10	4 th Qtr Administration Expenses July-Sept. '10 <Est.>	\$1,300.00	\$43,666.93	[\$1,697.93]

* Indicates that LEPC District 8 received credit for course but the course was free or primarily funded by a source other than of 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) - A summary of current RDSTF activities was provided in the Agenda packets. In Bill Lofgren's absence, the following citations were announced as supplemental information:

TIC Plans

The RDSTF has been revising the Tactical Interoperable Communications Plan and a draft was submitted along with the other RPCS on June 29th. Additional work is to be done to make the plans complete and a new contract from the State through our administrative agent, NERPC, will probably employ a Subject Matter Expert (SME) to assist in data gathering. This is an ongoing effort.

Interoperable Communications Full Scale Exercise

An exercise must be held in Region 4 before late fall 2011 to test interoperable communications. It is necessary to get the TIC Plans completely revised so that the exercise can test the plan. This will be a scenario driven exercise conducted under the Homeland Security Exercise and Evaluation Program (HSEEP).

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 “DANGERS OF HOT WORK” - LEPC staff presented the above-referenced video highlighting the dangers associated with flammable vapor explosions caused by welding and cutting in or around tanks. The video concludes with identification of “seven key lessons” to reduce the risk of death or injury during hot work. The video is available from the CSB website (www.csb.gov) or is directly viewable at: www.youtube.com/watch?v=zWkcuR0adeI.

TRAINING/CONFERENCE OPPORTUNITIES - Vice Chair Tobergte recognized that numerous training opportunities were identified within the Agenda materials. Information concerning the following events was provided.

- SERC’s State Training and Events Schedule - Various FL Locations/Variou s Times (May - Aug. 2010)
- Comprehensive Data Management Course (E317) - Emmitsburg, MD, September 13-16, 2010
- Community Hurricane Preparedness Course (IS-324.a) - Emmitsburg, MD, Ongoing/Independent Study
- Hazcat Level 1 Course - New Port Richey, FL, August 24-27, 2010
- Communicating with the Media during a Hazmat Incident and Other Disasters - Fort Myers, FL, August 25, 2010
- Hazardous Waste/Materials Annual Refresher Course - Naples, FL, August 27, 2010
- Hazardous Materials Life Safety & Command - Palmetto, FL, September 8-10, 2010
- E-Plan Users Group Conference - Ft. Myers, FL, October 21-22, 2010

Mr. Ed Murphy recognized one additional conference, the *Clean Gulf Conference*, is scheduled for October 19-20, 2010 at the Tampa Convention Center. Mr. Meyer agreed to transmit a conference website link and/or conference information to the membership shortly following the LEPC meeting. No other training opportunities were identified by other LEPC members.

ELECTIONS - Vice Chair Tobergte reminded the membership that his two-year term as Vice Chair, as well as Scott Ehlers term as Chair, expired in July 2010. At the last LEPC meeting, members interested in either nominating or vying for either of these positions were instructed to submit nominations in writing to John Meyer and/or Hallie Calig on or before August 6th and that no nominations would be accepted from the floor at the August 25, 2010 LEPC meeting. No such nomination(s) was received. Precluding a conflict of interest, Vice Chair Tobergte recused himself from voting and turned over the election to Ms. Calig, Membership Subcommittee Chair, who sought a motion to re-elect Chair Ehlers and Vice Chair Tobergte by acclamation, for additional two-year terms (ending in August 2012). Following receipt of a motion by Larry Fernald and a second by Mr. Doug Wenger, the motion was passed unanimously.

TAMPA BAY LEPC HAZARDOUS MATERIALS EMERGENCY RESPONSE PLAN UPDATE - Mr. Meyer confirmed that the annual update of the Tampa Bay Hazardous Materials Emergency Plan has been completed and submitted to the FDEM by June 30, 2010 as required. Several minor revisions have recently been requested by FDEM staff. With requested information provided by select LEPC members, the revisions will be incorporated and resubmitted to the FDEM. Following acceptance of the Plan revisions by FDEM, the Plan will be duplicated for distribution to the required parties.

FLORIDA DIVISION OF EMERGENCY MANAGEMENT (FDEM)/REGION 4 QUARTERLY MEETING - Mr. Meyer indicated that FDEM Region 4 did not conduct a meeting last quarter due to the

Coordinator's (Paul Sidall) responsibilities associated with the oil spill response. The next meeting has been scheduled for Friday, September 3rd at the new Polk County EOC. A recap or Minutes of the meeting will be included in the November LEPC Agenda packet.

THOMAS YATABE AWARDS NOMINATIONS - Mr. Meyer identified that it is that time of year, once again, where deserving individual(s), agency(ies) and/or organization(s) are recognized for their "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." Such Awards are presented in conjunction with the October SERC meetings. Nomination forms and procedures were mailed to each of the LEPC members on August 24, 2010. Mr. Meyer indicated that all nominations shall be submitted to his attention by August 31, 2010, as instructed in the e-mail.

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

PUBLIC COMMENT/OTHER LEPC BUSINESS - None identified.

NEXT MEETING - Vice Chair Tobergte announced that the next LEPC meeting will be held on Wednesday, November 17, 2010 at the Tampa Bay Regional Planning Council offices. The mailout associated with this meeting will be done on or before November 8, 2010 and posted to the LEPC website.

ADJOURNMENT - Without objection and upon a motion of Mr. Doug Wenger and a second by Mr. Jonathan Kemp, the Vice Chair adjourned the meeting at 11:10 a.m.

Respectfully submitted,

John Meyer, Coordinator

Scott Ehlers, Chairman