



# LEPC Minutes

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## TAMPA BAY LOCAL EMERGENCY PLANNING COMMITTEE (LEPC) DISTRICT VIII, MEETING February 23, 2011

### Committee Members/Alternates

### Representing

Armstrong, Dean	Bay Pines VA Healthcare Systems
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
Calig, Hallie	City of Tampa/Environmental Coordination
Castonguay, Steven	Hillsborough County Health Department
Dabrowski, Peter	Retired
<b>Ehlers, Chief Scott</b>	<b>Tampa Fire Rescue</b>
Fernald, Larry	Civil Air Patrol
Hanson, Dale (A)	Florida Department of Transportation
Johnston, James D.	Pasco County Emergency Management
Kemp, Jonathan	St. Petersburg Times
Klinger, Chet	Retired
Kobosky, Ron (A)	Mosaic Fertilizer, LLC
Lofgren, Col. Bill	Retired
McCarthy, Steven	Pinellas Park Fire Department
Meyer, John	Tampa Bay LEPC District VIII Staff Coordinator
Orzech, Bill (A)	Bay Pines VA Healthcare System
Pratt, Alan	CF Industries, Inc.
Rowe, Charles (A)	Yara North America, Inc.
Shaw, Amanda	Tampa Bay Regional Planning Council/RDSTF
Steadham, Phillip A.	Tampa Port Authority
Stokes, Robert "Robin"	Hillsborough County Fire Rescue
Tillis, Master Dep. Jon (A)	Hillsborough County Sheriff's Office
Tobergte, Jeff	Florida Department of Environmental Protection
Vadeland, Lynne (A)	CF Industries, Inc.
Watson, Alain G.	Environmental Protection Commission of Hillsborough County
Wenger, Doug	Retired

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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.

Red text signifies meeting Chair.

<u>Guests</u>	<u>Representing</u>
Atherton, Chris	48 <sup>th</sup> CST
Bacon, Greg	Manatee County Emergency Management
Carson, David	Hillsborough County Public Utilities
Chambers, JoAnn	Poison Center
Cole, Ken	Chemical Formulators
Crosby, Robert	DHS/I&EB
Darpun, Pete	[?]
Fleck, Christopher	Kinder Morgan
Gibbs, Kelly	DHS/I&EB
Gispert, Larry	Retired
Korsak, John	Witt Associates
Nunn, Thomas	HQ US Centcom
Russell, Chris	USEPA
Siddall, Paul	FDEM Region 4
Weedon, Warren	USCG
Woodlee, Jamie T.	Tampa Electric Company
Zeviar, Dorothy	USF/Hillsborough County EOC

<u>Staff Coordinator</u>	<u>Representing</u>
Meyer, John	Tampa Bay LEPC District VIII

<u>Members Absent Without Alternates in Attendance</u>	<u>Representing</u>
Burnett, David	Plant City Fire Rescue
Castonguay, Steven	Hillsborough County Health Department
Crowther, Charles	St. Petersburg College
Dorsey, Martin	Tampa General Hospital
Douglass, Doug	American Red Cross
Fraday, Terry	Florida Department of Health
Keller, Paul	Pinellas County Emergency Management
Kinley, Ed	Universal Waste and Transit
LeCroy, Steve	St. Petersburg Fire & Rescue
Murphy, Edward	Hillsborough County Emergency Management
Simpson, Steve	Manatee County Emergency Management
Terrell, Michael D.	Manatee County Attorney's Office
Touchton, Lesley	Southwest Florida Water Management District

**CALL TO ORDER** - Scott Ehlers chaired the meeting and called the meeting to order at 10:31 a.m. Following a brief introduction of attendees, everyone stood and recited the Pledge of Allegiance. With 29 members and/or their Alternates present, it was acknowledged that a quorum was present. (Nine members constitute a quorum). Chair Ehlers welcomed the members as well as the 17 attending from the public.

**APPROVAL OF MINUTES** - The Chair inquired whether there were any suggested modification(s) to the *Minutes* of the November 17, 2010 LEPC meeting. Hearing none, the Chair asked for motion to approve the *Minutes*. Ron Kobosky moved and Doug Wenger seconded the motion. *Minutes* were approved unanimously on voice vote.

**LEPC DISTRICT 8 MEMBERSHIP CHANGES** - Mr. Meyer indicated that SERC approved the following new members: Amanda Shaw (Tampa Bay Regional Planning Council/RDSTF); and Lt. Michael Viles (U.S. Coast Guard) as the Alternate to LCDR Thomas Boyles. Mr. Meyer and Chair Ehlers 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 January 6-7, 2011 SERC Quarterly meetings held at the Crowne Plaza Hotel in Ft. Myers was included in the LEPC Member Agendas and available through the LEPC website.

Mr. Meyer recognized several components of the Recap:

- Mr. Bryan Koons was named the new Director of the Florida Division of Emergency Management by Governor Scott. Mr. Koons had formerly been responsible for emergency management operations associated with 8,500 Wal-Mart stores.
- SERC's Training Task Force has recently completed the update of the hazardous materials section of the *Field Operations Guide*. The update was been made available to all hazmat teams and relevant first responders statewide. Due to the document containing security-sensitive information, it will not be posted to the LEPC website.
- The SERC's Hazardous Materials Information System electronic filing software was discussed. Last year, a total of 15% of all facilities reporting did so electronically through the "FloridaHMIS.org" website. FDEM spent a great deal of time and resources making improvements to assist users with electronic filing. FDEM is eager to see a significant increase in electronic filing this year with the software improvements and the promotion of electronic filing by the SERC and LEPCs.
- It appears SERC has, at various times, operated under 1998 & 1999 provisions of the USEPA Enforcement Act. SERC and Industries have long viewed the 1998 provisions as more flexible allowing industries found to be in violation to fund a supplemental project(s) and training at the local level often times in lieu of paying fines. The TTF will be evaluating the possibility of updating or renewing the Memorandum of Understanding with EPA regarding these provisions. Alternatively, 1999 Act required the payment of fines to EPA only.

- It has been brought to the attention of a couple of TTF members that some contractors are claiming that their course(s) are/were being “endorsed” by the SERC. Such endorsement is rarely granted. SERC’s legal counsel is checking into the matter and potential solution(s) [e.g. trademarking the logo...].
- Mr. William Wright, Chemical Safety Board Member, made a brief presentation on the mission of their agency to provide investigative research of incidents at the request of OSHA, EPA, Congress, States, industry and trade organizations. It’s mission and function were modeled after the National Transportation Safety Board. Although their agency has no enforcement authority, their goal is prevention. Mr. Wright closed his presentation with the following quote *“if you think safety is expensive, try an accident.”*

**HMEP PROGRAM - PLANNING** - Subcommittee Chair Alan Pratt identified that there are no updates available since presentation(s) have not been recently requested. However, Mr. Pratt was optimistic that Ms. Dorothy Zeviar, an intern with Hillsborough County Emergency Management, perhaps she assist in community outreach for communities like Harbor Island.

**FACILITY DISASTER PLANNING PROJECT** - Mr. Meyer identified that the Facility Disaster Planning Subcommittee met on January 20, 2011 and that a detailed recap of the meeting was included in the LEPC member Agendas. Mr. Meyer did thank Subcommittee Chair Chet Klinger for assisting in the conduct of two EPCRA: How-to-Comply workshops held at the offices of the Tampa Bay Regional Planning Council on February 8-9, drawing a total of 36 attendees.

Mr. Meyer also added that Subcommittee members are nearly in the process of completing a comparison of SERC Tier 2 facility records with those of the hard copies received by the LEPC over the past three years. Some of the initial observations included recognition of numerous facilities throughout the Region that were in the State’s database but not in the LEPC files and vice-versa. Many of the facilities that the LEPC does not have record of appear to be farms, medical facilities, golf courses, car dealers, marinas and oil change facilities. Upon completion of Pinellas County comparison, all observations will be compiled and transmitted to FDEM for responses.

Some of the frequent errors in reporting observed of LEPC records include continued identification of maximum pounds of materials in range code, lack of submittal of original signature at least on first page, lack/incorrect identity of storage container type/pressure/temperature, lack of Section 311 notices for chemical removal and/or addition, reporting of chemicals below the TQ...

Subcommittee Chair Klinger supplemented the Mr. Meyer’s comments by recognizing that there are a lot of possibilities following this assessment for future training opportunities including the fire departments - are they receiving the latest chemical inventories and contacts regarding each of these facilities? Mr. Klinger reminded LEPC attendees that, at least for this year, facilities will still be required to submit their Tier 2 forms to the LEPC and local fire departments even if the Reports are filed electronically.

**HMEP PROGRAM/TRAINING** - Subcommittee Chair James “JJ” Johnston indicated that the HMEP/Training Subcommittee met just prior to this meeting. He informed the membership that once again,

the LEPC been allotted \$41,969 to conduct hazardous materials training under the HMEP program. These funds have been used sparingly so far [as exemplified in the table below]. The Subcommittee is constantly seeking input from LEPC members regarding training opportunities that can be provided in a cost effective manner over the next year or two.

The following constitutes a current breakdown of the 2010-11 HMEP Training Contract expenditures:

Quar-ter	Date	Name	Expenses	Cumulative	Remaining
<b>BASE FUNDING UNDER 2010-11 HMEP CONTRACT</b>					<b>\$41,969.00</b>
1	10/21-22/10	E-Plan Users Conference for Two @Estero/Ft. Myers	\$1,130.99	\$1,130.99	\$40,838.01
	12/31/10	1 <sup>st</sup> Qtr Admin. Expenses/Oct.-Dec., 2010 <Actual>	\$1,147.01*	\$2,278.00	\$39,691.00
2	1/06/11	Decon Zones & Scene Management, Pasco County	\$2,000.00	\$4,278.00	\$37,691.01
	3/31/11	2 <sup>nd</sup> Qtr Admin. Expenses/Jan.-March, 2011 <Estimate>	<i>\$1,200.00</i>	<i>\$5,478.00</i>	<i>\$36,491.01</i>
3					
	6/30/11	3 <sup>rd</sup> Qtr Admin. Expenses/April-June, 2011 <Estimate>			
4					
	9/30/11	4 <sup>th</sup> Qtr Admin. Expenses/July-Sept., 2011 <Estimate>			

\* Council expenses include indirects, internal service charges, auditing, building occupancy, travel time and small miscellaneous expenses. Please note that *italicized* numbers (above) constitute an estimation at the time of Agenda materials preparation and could include committed but yet to be conducted courses as would be identified. The true administrative expenses are tabulated to coincide with the end of each quarter, as submitted to the FDEM under the HMEP Contract.

\*\* (If applicable) Indicates that LEPC District 8 received credit for course but the course was free or primarily funded by a source other than that of the HMEP Training budget. Only associated expenses incurred by the LEPC were for advertising, etc. (e.g. \$10)

Mr. Meyer added that future LEPC Agendas will include notification of the training events planned for the Regional Domestic Security Task Force.

**REGIONAL DOMESTIC SECURITY TASK FORCE (RDSTF)** - Ms. Amanda Shaw provided an update of the RDSTF program, highlighting the upcoming program initiatives.

The Region 4 RDSTF serves Hillsborough, Pinellas, Pasco, Hardee, Polk, Hernando, Citrus and Sumter Counties.

**THOMAS YATABE AWARDS PRESENTATION** - Chair Ehlers recognized that an individual, company or agency is awarded the Thomas Yatabe Award each year within each District signifying their outstanding contribution(s) made in the implementation and support of the Emergency Planning and Community Right

to Know Act within each LEPC District. This year, the award was presented to Mr. Robert Tollise for LEPC District 8. Mr. Tollise attended the January SERC meeting to receive his award in person. Mr. Tollise's accomplishments were described in the backup Agenda materials.

The SERC also recognized the former Hillsborough County Emergency Management Director Mr. Larry Gispert through the issuance of a *Certificate of Appreciation*. Mr. Gispert has been a long-time advocate of hazardous materials preparation, planning and response, especially considering the significant quantities of hazardous materials stored within (and adjacent to) the Port of Tampa. Mr. Gispert stepped forward to receive his Certificate from Chair Scott Ehlers, hence the photo to the right.



Mr. Gispert was presented his *Certificate of Appreciation* at the 2/23/11 LEPC meeting.

**CHEMICAL SAFETY BOARD (CSB) VIDEO “DEADLY PRACTICES”** - LEPC staff presented the above-referenced video highlighting the dangers associated with natural gas in the work place. The video is available from the CSB website ([www.csb.gov](http://www.csb.gov)).

**TRAINING/WORKSHOP/CONFERENCE OPPORTUNITIES** - Chair Ehlers 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 Times (Nov. '10 - Jan. '11)
- FEMA/DHS's *Guardian Accord Workshop* - Raleigh, NC (March 8, 2011)
- FEMA/DHS's *Mission Essential Functions Workshop* - Raleigh, NC (March 9-10, 2011)
- ACMT's *Oil & Water: Toxicology in Emergency Response* - Clearwater, FL (March 17, 2011)
- ACMT's *Update on the Use of Antidotes in the Emergency Department* - Clearwater, FL (March 17)
- ACMT's *Tots, Teens & Toxicology: Current Drug & Environmental Threats to Children's Health* - Clearwater, FL (March 18-20, 2011)
- *Public Safety WMD Response - Sampling Techniques & Guidelines* - Longwood, FL (Various Dates)
- EMI's *Multi-Hazard Emergency Planning for Schools* - Emmitsburg, MD (Various Dates)

Chair Ehlers added that the City of Tampa will be conducting the biennial drill with airports on April 12th.

**TAMPA BAY LEPC HAZARDOUS MATERIALS EMERGENCY RESPONSE PLAN UPDATE** - Mr. Meyer advised members that he will be preparing to update the LEPC's Emergency Response Plan over the next 90-120 days and will be in contact with the various emergency management departments and other organizations to accomplish. It is anticipated that the revised Plan will be nearing completion by the May 25, 2011 LEPC meeting and will request a motion to authorize the LEPC Chair to transmit upon full completion prior to the June 30, 2011 deadline.

**HAZARDOUS MATERIALS AWARENESS WEEK** - Mr. Meyer identified that Resolutions from the Governor, from the Florida Division of Emergency Management and from the Tampa Bay Regional Planning Council have all been included within the Agenda materials proclaiming February 13-19, 2011 as Hazardous Materials Awareness Week.

**FLORIDA DIVISION OF EMERGENCY MANAGEMENT (FDEM)/REGION 4 QUARTERLY MEETING** - Mr. Meyer indicated that a recap of the November 29, 2010 FDEM Quarterly meeting held

at the Sumter County Emergency Operations Center was included with the backup Agenda materials. The next scheduled FDEM quarterly meeting is scheduled for this Friday [February 25, 2011] at the Hernando County Emergency Operations Center. A recap of the February meeting will be included in the May 2011 LEPC Agenda materials.

**PUBLIC COMMENT/OTHER LEPC BUSINESS** - Ms. Dorothy Zeviar introduced herself and mentioned that the Hillsborough County Emergency Operations Center will be participating with Hillsborough County College on a joint exercise with the Tampa Police and Fire Departments on March 17<sup>th</sup>. The scenario involves the simulated use of a “dirty bomb.”

Mr. Chris Russell, USEPA-Florida Outpost, reminded members and attendees that EPA funds currently remain available through the Local Government Reimbursement (LGR) program. These funds can be applied for by local governments seeking reimbursement for expenses they incurred during hazmat responses [more information can be found at [www.epa.gov/ceppo/web/content/lgr](http://www.epa.gov/ceppo/web/content/lgr)]. In addition, Local and State response agencies can seek funding for oil spill responses through the National Pollution Funds Center as well [www.uscg.mil/npfc](http://www.uscg.mil/npfc). Responses that may lead to funding from the NPFC should be reported to the National Response Center (800-424-8802) while the response is occurring. Mr. Russell advised that he would be glad to assist any of the LEPC Members with these programs. He can be reached at (850) 275-1575.

Chair Ehlers reminded members that the City of Tampa will be hosting the Republican National Convention in 2012 and that planning processes have been initiated.

**NEXT MEETING** - Chair Ehlers announced that the next LEPC meeting was pre-scheduled for May 25<sup>th</sup> but understands that this date may be in conflict with the State Hurricane Exercise and that the week prior appears to be occupied by the Governors Hurricane Conference. Chair Ehlers asked members to raise their hands if the members would not be able to attend the LEPC due to their anticipated involvement with the hurricane exercise. No members raised their hands. Therefore, the Chair proceeded to announce that the next meeting date of Wednesday, May 25, 2011 will be maintained at the Tampa Bay Regional Planning Council offices.

**ADJOURNMENT** - Without objection and upon a motion of Mr. James Johnston and a second by Mr. Doug Wenger, the Chair adjourned the meeting at 11:14 a.m.

Respectfully submitted,



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John Meyer, Coordinator



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Scott Ehlers, Chairman