



# LEPC Minutes

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## TAMPA BAY LOCAL EMERGENCY PLANNING COMMITTEE (LEPC) DISTRICT VIII, MEETING August 31, 2011

### *Committee Members/ Alternates in Attendance*

Armstrong, Dean  
Atherton, Chris  
Booth, Richard (A)  
Boykin, Bill (A)  
Brooking, Sandy (A)  
Calig, Hallie  
Connors, CPL Lance  
Cowden, Greg (A)  
Crowther, Charles  
Dabrowski, Peter  
Davies, Scott  
Douglass, Doug  
**Ehlers, Chief Scott**  
Kemp, Jonathan  
Kinley, Ed  
Klinger, Chet  
Lindgren, Greg  
Lofgren, Col. Bill  
Meyer, John  
Murphy, Edward  
Orzech, Bill (A)  
Pratt, Alan  
Rowe, Charles  
Shaw, Amanda  
Simpson, Steve  
Stewart, Jeffrey  
Stokes, Robert "Robin"  
Tobergte, Jeff  
Wenger, Doug

### *Representing*

Bay Pines VA Health Care System  
48<sup>th</sup> CST/Florida National Guard  
Tampa Port Authority  
The Clorox Products Manufacturing Co.  
Pinellas County EMS & Fire Administration  
City of Tampa/Environmental Coordination  
Hillsborough County Sheriff's Office  
Environmental Protection Commission of Hillsborough County  
St. Petersburg College  
Retired  
Manatee Port Authority  
American Red Cross  
Tampa Fire Rescue  
St. Petersburg Times  
Universal Waste and Transit  
Retired  
Pasco County Emergency Management  
Retired  
Tampa Bay LEPC District VIII Staff Coordinator  
Hillsborough County Emergency Management  
Bay Pines VA Healthcare System  
CF Industries, Inc.  
Yara North America, Inc.  
Tampa Bay Regional Planning Council/RDSTF  
Manatee County Emergency Management  
Mosaic Fertilizer, LLC  
Hillsborough County Fire Rescue  
Florida Department of Environmental Protection  
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.

Guests

Ballaron, John  
Brown, Geoff  
Chambers, JoAnn  
Crosby, Robert  
Francesconi, Mark  
Fleck, Christopher  
Martinez, Robert  
Mixson, David  
Nunn, Tom  
Skiba, Erinn  
Stefancic, Josh  
Walker, Rick  
Willis, Shelby

Representing

Manatee Port Authority  
St. Petersburg College  
TGH/Poison Control  
DHS/IP  
St. Josephs Hospital  
Kinder Morgan/CFPL  
DPC Enterprises  
Largo Fire Rescue  
US Centcom  
USFCBD  
Largo Fire Rescue  
Pinellas County Emergency Management  
Largo Fire Rescue

Staff Coordinator

Meyer, John

Representing

Tampa Bay LEPC District VIII

Members Absent Without  
Alternates in Attendance

Burnett, David  
Castonguay, Steven  
Dorsey, Martin  
Fernald, Lt Col. Larry  
Frady, Terry  
Gonzalez, Roberto  
Griffin, LCDR Navin  
Keller, Paul  
LeCroy, Steve  
McCarthy, Steve  
Terrell, Michael D.  
Touchton, Lesley

Representing

Plant City Fire Rescue  
Hillsborough County Health Department  
Tampa General Hospital  
Civil Air Patrol  
Florida Department of Health  
Florida Department of Transportation  
U.S. Coast Guard  
Pinellas County Emergency Management  
St. Petersburg Fire & Rescue  
Pinellas Park Fire Department  
Manatee County Attorney's Office  
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 and observed a moment of silence in honor of the 10-year anniversary of September 11<sup>th</sup> and our soldiers that

are still fighting overseas to protect our freedom. 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 LEPC members as well as the 13 attending from the public.

**APPROVAL OF MINUTES** - The Chair inquired whether there were any suggested additions, subtractions or modification(s) to the *Minutes* of the May 25, 2011 LEPC meeting. Hearing none, the Chair asked for motion to approve the *Minutes*. Jonathan Kemp moved and Doug Wenger seconded the motion. *Minutes* were approved unanimously on voice vote.

**LEPC DISTRICT 8 MEMBERSHIP CHANGES** - LEPC Staff Coordinator John Meyer indicated that SERC approved the following new members in conjunction with the July 8<sup>th</sup> SERC meeting: LDCR Navin Griffin (U.S. Coast Guard/Sector St. Petersburg) and his designated Alternate LT Jessica Paxton were appointed under the category of “Law Enforcement”; and Scott Davies (Manatee Port Authority) and his designated Alternate William Stanfield under the category of “Transportation.” One additional membership modification was requested but inadvertently misplaced by FDEM staff and will actually be considered in conjunction with the October 7, 2011 SERC meeting. The omitted request consisted of the appointment of Chief Robert Ballou as the Alternate to Capt. Steven LeCroy (St. Petersburg Fire Rescue) due to the former retirement of Chief Bill Ward.

**RECAP OF QUARTERLY STATE EMERGENCY RESPONSE COMMISSION (SERC) MEETINGS** - Mr. Meyer stated that a recap of the discussion and/or action items associated with the July 7-8, 2011 SERC Quarterly meetings held at Pensacola City Hall in Pensacola was included in the LEPC Agenda materials and additionally available on the LEPC website.

Mr. Meyer emphasized several components of the Recap:

- **Risk Management Plan Audits.** FDEM has established the schedule for conducting Risk Management Plan Audits across the State in 2012. The schedule included the audits of two Hillsborough County (Western International Gas & Airgas South) and one Pasco County (Davis Supply) facilities to be conducted February 7-9, 2012.
- **National Association of Sara Title III Program Officials (NASTTPO) Conference.** LEPC member’s Agenda materials included recognition that the 2011 annual NASTTPO Conference was held in Tempe, AZ. It appears that the 2012 Conference will be held in late April 2012 at the Tradewinds Resort in St. Pete Beach. FDEM is tentatively scheduling the conduct of the SERC quarterly meeting during the same week at the same facility for the benefit of attendees and the hopes of bolstering attendance.
- **Hazardous Materials Awareness Week.** While the dates have yet to be determined in February of 2012, it was decided that the theme would be “Mercury Awareness & Dangers.” Details regarding specific statewide and localized initiatives still need to be coordinated.
- **Memorandum of Understanding (MOU) between SERC and EPA.** The State Emergency Response Commission has requested that FDEM staff continue dialogue with EPA staff about the possibility of entering into a MOU to indicate SERC’s preference that fines collected for non-compliant industry(ies) within the State of Florida actually be used to fund Supplement

Environmental Projects, localized training of first responders, in lieu of bolstering the EPA General Fund. More often than not, this additionally appears to be the preference of the violating industry.

**HMEP PROGRAM - PLANNING** - Subcommittee Chair Alan Pratt recognized that there were no updates to provide regarding the ammonia siren briefings for the Port of Tampa since the presentation(s) have not been recently requested. However, it is early in the school year and such presentations are often requested in association with school curriculums and/or PTA meetings, primarily for schools in close proximity to the Port of Tampa.

Mr. Pratt also recognized that a Tampa ammonia handlers consortium is planning to assess the local readiness and response capabilities regarding a fictitious release of ammonia resulting from an overturned or damaged truck and/or rail car and, in particular, the ability of local contractors to set up equipment to promptly retrieve remaining chemical contents from the damaged rail car or truck to another rail car or truck.

**FACILITY DISASTER PLANNING PROJECT** - Subcommittee Chair Chet Klinger identified that Facility Disaster Planning Subcommittee members hosted a Facility Disaster Preparedness Forum on July 14, 2011. The Forum was designed to promote interaction between facility representatives, first responders and others in preparation for and recovery from an areawide natural disaster. More than 20 attended the Forum and one suggestion for a national badging system for assisting facility emergency personnel return to affected areas will be raised to the SERC's Training Task Force for further discussion. A second Forum has been scheduled for September 7<sup>th</sup> at the TBRPC/LEPC offices.

Mr. Ed Murphy contributed the fact that a universal badging system is a good concept but one that has been around for a couple of years. The issue of funding has always precluded the potential implementation of such a system. Mr. Steve Simpson added that having a facility-issued photo ID with the signature of a company authority figure on the back will currently aid in the returning of appropriate facility personnel to affected areas. Considering that this issue was raised by facility representatives in attendance at the Forum, Mr. Meyer agreed to bring the concern forward to the attention of the SERC's working group - the Training Task Force for their consideration.

Mr. Meyer recognized that the Facility Disaster Planning Subcommittee held their quarterly meeting on August 18<sup>th</sup>. Several new members garnered from the July 14<sup>th</sup> Forum did attend. The meeting included: an overview of the recent Tier II assessment conducted by Subcommittee staff, including a commendation by FDEM's Paul Wotherspoon on the initiative and work product; identification of past Subcommittee accomplishments; overview of the Forum purpose and notes; discussion of ways the Fire Departments can assist in the dissemination of critical hazardous material information and LEPC purpose.

**HMEP PROGRAM/TRAINING** - In the absence of Subcommittee Chair James "JJ" Johnston, Mr. Meyer acknowledged that HMEP Training Subcommittee staff has been exceptionally busy this past quarter scheduling four courses to be conducted prior to the end of the HMEP contract period (i.e. September 30, 2011) and accounted for all remaining HMEP Training funds for Calendar Year 2011. The identified funding shortage will be offset by a contribution from the Tampa Bay Regional Planning Council. Those courses were: a "Hazmat Containers 101" course (in Pinellas County), a 40-Hr. Hazmat Tech/IC course (in

Manatee County), a shift-friendly 24-Hr. Life Safety & Command course (in Manatee County) and an 8-Hr. OSHA Hazwoper Operations Refresher course (in Hillsborough County).

Not wanting to schedule an abundance of HMEP-funded courses late in the Contract period again, Subcommittee Chair Johnson has suggested hosting a HMEP Training Subcommittee meeting one hour prior to the next scheduled LEPC meeting (i.e. 9:30 a.m. on November 30, 2011). It is hopeful that next year's HMEP training opportunities and requests will be fielded much earlier in the Contract period.

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

Quarter	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	\$37,691.00
	3/31/11	2 <sup>nd</sup> Qtr Admin. Expenses/Jan.-March, 2011* <Actual>	\$1,262.00	\$5,540.00	\$36,429.00
3	6/30/11	3 <sup>rd</sup> Qtr Admin. Expenses/April-June, 2011* <Actual>	\$1,314.00	\$6,854.00	\$35,115.00
4	8/22-25/11	Hazmat Containers 101, Pinellas County	\$12,275.00	\$19,129.00	\$22,840.00
	8/29-9/02/11	40-Hr. Hazmat Tech/IC, Manatee County	\$7,500.00	\$26,629.00	\$15,340.00
	8/31-9/16/11 (Various Dates)	24-Hr. Life Safety & Command (3 Shifts), Manatee Co.	\$8,500.00	\$35,129.00	\$ 6,840.00
	9/13-15/11	OSHA Hazwoper Operations Refresher, Hills. County	\$6,645.00	\$41,774.00	\$ 195.00
	9/30/11	4 <sup>th</sup> Qtr Admin. Expenses/July-Sept., 2011* <Estimate>	\$1,300.00	\$43,074.00	<b>-\$1,105.00</b>

\* Admin. 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.

Mr. Bill Lofgren reminded LEPC members that the HMEP Training program pre-requisites have been renewed to emphasize that the training must include a hazardous materials transportation-related component for public sector first responders since the Contract is ultimately funded by the Department of Transportation. Mr. Meyer added that each recent (and future) proposal has highlighted the transportation component when submitted to the FDEM for course consideration and approval.

**REGIONAL DOMESTIC SECURITY TASK FORCE (RDSTF)** - Ms. Amanda Shaw provided an overview of the recent RDSTF Program initiatives and indicated that additional information regarding these activities are included in the detailed LEPC Agenda materials. The Region 4 RDSTF serves Hillsborough, Pinellas, Pasco, Hardee, Polk, Hernando, Citrus and Sumter Counties.

**NATIONAL GUARD'S WMD CIVIL SUPPORT TEAM CAPABILITIES PRESENTATION** - Capt. Chris Atherton, Operations Officer for the 48<sup>th</sup> Civil Support Team, provided a PowerPoint® presentation denoting their team's capabilities, expertise and technologies that are available to assist local, state and federal agencies in planning for and response to a potential chemical, biological, radiological or nuclear incident.

Chair Ehlers inquired whether only a component of the CST can be activated or does it require the activation of the entire 22-member team. This may be particularly helpful with the upcoming Republican National Convention in August 2012. Capt. Atherton responded that this issue is currently being considered.

**DHS/TSA PROJECT JACK RABBIT VIDEO PRESENTATION** - Alan Pratt obtained and presented a video of a test project that was commissioned by the Department of Homeland Security and the Transportation Security Administration and conducted at a military test site (Dugway Proving Grounds) outside of Salt Lake City, UT in 2010. The test objectives were to simulate large-scale (90-ton rail car) ammonia and chlorine releases in order to determine vapor and aerosol behaviors of both chemicals in such a release and to evaluate instrumentation for potential future actual large-scale testing. Up to two tons of each chemical were released instantaneously during the testing.

Having attended the test site in person, Mr. Pratt shared his belief that ammonia/chlorine industry facility personnel were consulted and brought in late in the testing phase. Industry personnel could have otherwise predicted many of the test outcomes in terms of chemical reactions and characteristics.

Acknowledging that the testing was conducted in Utah when the temperature was 31°, Mr. Lofgren asked what Mr. Pratt would expect if the temperature was higher, similar to that of Florida. Mr. Pratt identified that more flashing would be expected but that the ammonia would still freeze on the ground.

Mr. Chet Klinger asked if elevation and/or humidity would factor into the effects. Mr. Pratt speculated that elevation would probably increase the height of the plume and higher humidity may diminish the distance the vapors would travel.

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

- FDEM's Training and Events Schedule/**Region 4**, Various FL Locations/Times (Aug. - Nov. 2011)
- FDEM's Training and Events Schedule/**Region 6**, Various FL Locations/Times (Aug. - Nov. 2011)
- 8-Hr. Hazmat Containers 101, Pinellas Park, August 23-25, 2011
- 40-Hr. Hazmat Technicians/IC Course, Manatee County, August 29 - Sept. 2, 2011
- 8-Hr. OSHA Hazwoper/Operations Level Refresher, Plant City, September 13-15, 2011
- 24-Hr. (3 Shifts), Hazardous Materials Life Safety & Command, Manatee County, Various Dates between August 31 - Sept. 16
- Mental Health in the Aftermath of a Disaster, Ft. Myers, August 25, 2011
- Communicating with the Media during a Hazmat Incident & Other Disasters, Ft. Myers, August 26
- Clandestine Drug Lab Awareness, Ft. Myers, August 26, 2011
- Recognition of and Response to Biological and Chemical Agents of Bioterrorism, Ft. Myers, August 26

The following additional course(s) were additionally identified by Mr. Greg Lindgren (Pasco County Emergency Management):

- Medical Management of CBRNE Events, Pasco County EOC, January 17-18, 2012

**TAMPA BAY LEPC HAZARDOUS MATERIALS EMERGENCY RESPONSE PLAN UPDATE** - Mr. Meyer advised members that the 18<sup>th</sup> annual update of the LEPC's *Hazardous Materials Emergency*

*Response Plan* was completed and transmitted to the Florida Division of Emergency Management prior to the June 30, 2011 deadline. Many of the edits corresponded to population updates and updates to Section 302 facilities within each County. FDEM staff has reviewed the Response Plan and provided a few minor suggested revisions, all of which were subsequently incorporated. It is anticipated that the modified Plan will be accepted and approved by the State Emergency Response Committee in conjunction with their October 7, 2011 meeting. Upon SERC approval, LEPC staff will prepare a CD containing the updated Plan in various formats for distribution to the required entities. The updated Plan will additionally be posted to the LEPC website.

**MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN SERC AND LEPCs REGARDING FUTURE ELECTRONIC REPORTING** - Mr. Meyer identified that SERC is proceeding with the proposed implementation of a *Memorandum of Understanding* (MOU) with all 11 LEPCs and 400+ Fire Departments statewide. If the terms and conditions of the MOU are accepted by the LEPCs and fire departments, Florida facilities submitting their annual hazardous materials inventories (i.e. equivalence of Tier II reporting) electronically through the Florida HMIS database (i.e. [www.FloridaHMIS.org](http://www.FloridaHMIS.org)) would be exempt from the additional obligation of providing hard copies of the Report(s) to these agencies. Commentary previously received by LEPC members Ed Murphy, Chet Klinger, Chief David Burnett and Doug Wenger, as well as from Jennifer Garwood of Progress Energy at the May 25th LEPC meeting were shared with the SERC/FDEM staff for their information, guidance and consideration. These comments were reflected in the May 25th LEPC meeting *Minutes*, were restated in the current LEPC Agenda materials and are identified as follows:

- Mr. Ed Murphy mentioned that facilities that currently file their hazardous materials inventory electronically are through the “FloridaHMIS” database. The information is ultimately downloaded and converted to the E-Plan. The E-plan program is utilized by first responders when responding to hazardous materials incidents. Mr. Murphy did acknowledge that the E-Plan data “has been cleaned up a lot.” If the MOU were to be approved, this would be a significant convenience for the facilities.
- Mr. Chet Klinger indicated that the LEPCs should be reluctant to **advise** facilities not to file hard copies with the LEPCs and local fire department when federal law currently requires it.
- Ms. Jennifer Garwood, Progress Energy, inquired when the comment period for the “Draft MOU” ends. Ms. Garwood is responsible for compliance requirements for numerous Progress Energy facilities throughout the State and perhaps nationally. She indicated that different reporting requirements between States and the different software program to conduct the data entry leads to much confusion., including the user-friendly “Tier II submit” software program allowed in some States. Mr. Meyer responded that a deadline has not been established but that this item is moving forward at the SERC. Mr. Meyer agreed to document all of the concerns and feedback raised at today’s LEPC meeting and immediately forward to FDEM/SERC for their consideration, as appropriate.
- Chief David Burnett, Plant City Fire Rescue, encouraged the conduct of a presentation to the Florida Fire Chiefs Association to elaborate on the concept of the MOU. Chair Ehlers indicated that the Florida Fire Chiefs Association has representation on the SERC and such concept is assuredly being considered.
- Mr. Doug Wenger emphasized that it is his understanding that the SERC would need to enter into a MOU with EPA of these intentions in order to pre-empt federal law **prior to** potentially entering into MOUs with the LEPCs and fire departments. Mr. Wenger subsequently added that if these facilities have headquarters (or other facilities) outside of the Southeast, the MOU would have to be with the EPA in Washington rather than Atlanta.

**FLORIDA DIVISION OF EMERGENCY MANAGEMENT (FDEM)/REGION 4 QUARTERLY MEETING** - Mr. Meyer indicated that FDEM Region 4 held their quarterly meeting on June 1<sup>st</sup> at the Hillsborough County EOC. A summary of the meeting was included in the LEPC Agenda materials. A subsequent quarterly meeting was held at the Tampa Bay Regional Planning Council offices on August 26, 2011. A recap of this meeting will be included with the November 30<sup>th</sup> LEPC Agenda materials.

**CERTIFICATE OF APPRECIATION - JOHN BALLARON.** Mr. John Ballaron of the Manatee Port Authority was presented a *Certificate of Appreciation* for his nearly 11 years of faithful service on the Local Emergency Planning Committee. Mr. Ballaron will be retiring from the Port Authority in September 2011. Mr. Ballaron's appointment on the LEPC from the Port Authority has been succeeded by Mr. Scott Davies.



**OTHER LEPC BUSINESS/THOMAS YATABE AWARDS NOMINATIONS**

- Mr. Meyer acknowledged that he sent an e-mail to all LEPC members on August 30<sup>th</sup> soliciting nominations for this year's *Thomas Yatabe Award*. Individuals, Agencies or Organizations are all eligible to receive the Award denoting "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." However, only one nomination is selected annually to receive this award of distinction within each District. All others will receive a *Certificate of Appreciation* to recognize their contribution(s).

**TAMPA BAY LEPC LOGO SHIRTS** - Chair Ehlers reminded members that LEPC Logo Shirts will always be made available in a variety of styles and colors. If interested, please contact Mr. John Meyer.

**NEXT MEETING** - Chair Ehlers announced that the next LEPC meeting is scheduled for November 30, 2011.

**ADJOURNMENT** - Without objection and upon a motion for adjournment by Mr. Doug Wenger and a second by Greg Lindgren, the LEPC meeting was adjourned at 11:43 a.m.

Respectfully submitted,

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John Meyer, Coordinator

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Scott Ehlers, Chairman