Tampa Bay Regional Planning Council

LEPC Minutes

TAMPA BAY LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)
DISTRICT VIII, MEETING
November 28, 2012

Committee Members/ Alternates in Attendance	*Representing*
Barton, Christopher (A)	Florida National Guard/48th Civil Support Team
Becker, Greg (AAA)	American Red Cross
Burnett, David	Plant City Fire Rescue
Calig, Hallie	City of Tampa/Environmental Coordination
Castonguay, Steven	Hillsborough County Health Department
Chambers-Emerson, JoAnn	Tampa General Hospital/Florida Poison Information Center
Connors, CPL Lance	Hillsborough County Sheriff's Office
Cook, Bryan (AA)	Tampa Bay Times
Dabrowski, Peter	Interested Citizen
Davies, Scott	Manatee Port Authority
Ehlers, Chief Scott	Tampa Fire Rescue
Gonzalez, Roberto	Florida Department of Transportation
Griffin, LCDR Navin	U.S. Coast Guard/Sector St. Petersburg
Johnson, Betti	TBRPC/RDSTF
Johnston, James	Pasco County Emergency Management
Kemp, Jonathan	Tampa Bay Times
Kinley, Ed	Universal Waste and Transit
Klinger, Chester	Interested Citizen
Kobosky, Ron	Mosaic Fertilizer, LLC
Lofgren, Col. Bill	Interested Citizen
Markart, James	Hillsborough County Fire Rescue
Meyer, John	Tampa Bay Regional Planning Council
Patterson, Jeff (A)	Hillsborough County Emergency Management
Pratt, Alan	CF Industries, Inc.
Simpson, Stephen	Manatee County Emergency Management
Stanfield, William (AA)	Manatee Port Authority
Steadham, Phillip A.	Tampa Port Authority
Terrell, Michael D.	Manatee County Attorney's Office
Tobergte, Jeff	Florida Department of Environmental Protection
Touchton, Lesley	Southwest Florida Water Management District
Vadelund, Lynne (AA)	CF Industries, Inc.

Walker, Richard	Pinellas County Emergency Management

A = Alternate member with voting standing.
AA = Alternate member attending, but without voting standing due to presence of primary member.
AAA= Pending Alternate attended with voting standing.

Red text signifies meeting Chair.

Members Absent Without Alternates in Attendance	*Representing*
Armstrong, Dean	Bay Pines VA Health-Care System
Cooksey, Michael	Pinellas County EMS & Fire Administration
Crowther, Charles	St. Petersburg College
Fernald, Larry	Civil Air Patrol
Frady, Terry	Florida Department of Health
Hall, Glenn	Yara North America, Inc.
McCarthy, Steve	Pinellas Park Fire Department
Watson, Alain	Environmental Protection Commission of Hillsborough County

Staff Coordinator	*Representing*
Meyer, John	Tampa Bay LEPC District VIII

Guests	*Representing*
Cooper, Stacie	SWS
Crosby, Robert "Bing"	DHS/IP
Fleck, Christopher	Kinder Morgan/CFPL
Gibbs, Kelly	DHS/ISCD
Greif, William	Growers Fertilizer Corp.
Lang, Steve	U.S. Coast Guard/Sector St. Petersburg
Lashbrook, Scott	Pinellas County Health Department
Latham, Paul	USF
Linzer, Kim	Bay Pines VA Health-Care System
Robinson, Thomas	FDEM
Shaw, Amanda	Hillsborough County Emergency Management
Winter, Kelli	ACT

CALL TO ORDER - Scott Ehlers 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 32 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 12 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 September 19, 2012 LEPC meeting. Hearing none, the Chair asked for motion to approve the *Minutes*. Jeff Patterson moved and Steve Simpson seconded the motion. The *Minutes* were approved unanimously on voice vote.

LEPC DISTRICT 8 MEMBERSHIP CHANGES - LEPC Staff Coordinator John Meyer indicated that the membership modifications requested in conjunction with the October 12, 2012 SERC meeting included those which were only tentatively approved as a result of the lack of quorum at the July 13, 2012 SERC meeting. The membership changes/additions approved were: Bryan Cook/Tampa Bay Times ("Alternate"); JoAnn Chambers-Emerson ("Primary") & Cynthia Lewis-Younger ("Alternate") for Tampa General Hospital/Florida Poison Information Center; Jeff Patterson/Hillsborough County Emergency Management ("Alternate"); Betti Johnson ("Primary") and William Wynne ("Alternate") for the TBRPC/RDSTF; SFC Christopher Barton/48th Civil Support Team ("Alternate"); and removal of Capt. Steve LeCroy ("Primary") and Chief Robert Ballou of SPFR. Mr. Meyer also recognized that all current LEPC members were granted additional two year terms in accordance with the biennial appointment process.

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

Chair Ehlers recognized that:

- Mr. Richard Smith announced his resignation from the State Emergency Response Commission to coincide with his retirement from Leon County Emergency Management. In addition to being a strong advocate of LEPCs, Mr. Smith may most be remembered for his ability to "lighten" the SERC (and LEPC Staff/Chairs) meetings through his humor.

- Mr. Kelly Godsey (National Weather Service/Tallahassee office) provided a brief presentation to reflect that NWS now has the technology and capability of providing plume modeling for hazmat incidents using their "HYSPLIT" model. Their research concluded that the HYSPLIT model is more accurate for "large-scale" incidents but the CAMEO/Aloha model would be better for modeling smaller incidents.

- Mr. Forest Willis (Seventh Coast Guard District) provided a brief presentation identifying the importance and mutual benefit of communication and coordination between the USCG and the LEPCs to maintain consistency and continuity of planning and response operations. Chair Ehlers further asserted that this mutually beneficial relationship was evidently realized several years ago within our District as evidenced by USCG's Sector St. Petersburg's longstanding LEPC membership and participation at LEPC and other meetings pertaining to hazardous materials matters.

- SERC's Training Task Force has coordinated a Hazardous Materials Training Symposium to be held in late-January 2013 in Daytona Beach. The symposium, which is patterned after the training venue conducted annually in Baltimore, MD, will be held in conjunction with the annual Fire Rescue East Conference.

Mr. Meyer stated that a detailed Recap of the discussion and/or action items associated with the October 11-12, 2012 SERC Quarterly meetings, held at the Betty Easley Conference Center in Tallahassee, was included in the LEPC Agenda materials and are additionally available on the LEPC website. In addition, Mr. Meyer shared the following highlights of the meetings:

- All 11 LEPCs' Hazardous Materials Emergency Response Plan Updates were approved.

- All 11 LEPCs' Thomas Yatabe Award Recipients and Runners-Up were approved by the SERC. These awards will be presented at the January 25, 2013 meeting of the SERC.

- SERC accepted and approved the Training Task Force's "Hazardous Materials and Explosive Ordnance Teams Integration Protocol." The initiative was to establish a set of proposed practices/principles for foster better communication and coordination between hazmat & EOD teams when responding to future incidents.

- FDEM/SERC is looking to modify the electronic Tier II filing options for the 2012 reporting period. With only 47% of the facilities statewide reporting electronically and the noted shortcomings of the FloridaHMIS system, FDEM staff is currently contemplating an alternative of allowing facilities to directly input their inventories and facility information into *E-Plan*. Not only would this system be easier for data entry, it would make the data available instantaneously to the first responders when responding to any/all hazmat incidents.

HMEP PROGRAM - PLANNING - Mr. Alan Pratt acknowledged that a request for a presentation on the Port of Tampa Ammonia Siren Notification System and/or corresponding "Shelter-in-Place" video has not been recently received. These types of presentations are periodically requested by interested schools, organizations and community groups in proximity of the Port of Tampa. Mr. Pratt added that the Subcommittee members are currently working with Tampa Port Authority staff to coordinate a meeting amongst the Port tenants, designed to encourage self-identification of their hazardous materials, usages and processes, in order to familiarize the facilities with business practices of their neighboring industries. It is anticipated that this meeting will occur in early 2013.

FACILITY DISASTER PLANNING SUBCOMMITTEE (FDPS) - Mr. Meyer recognized that the FDPS held their quarterly meeting on November 7th and acknowledged that a full Recap of the meeting was included in the Agenda materials. Mr. Meyer identified the following highlights regarding current Subcommittee initiatives:

- Subcommittee member Chet Klinger & I arbitrarily met with Largo Fire Rescue officials to determine how they utilize and store the annual Tier II data submitted by the facilities with reportable hazardous materials. The fire officials thought that it would be a good idea to conduct a workshop to explain the EPCRA reporting history, requirements and timing, etc. Noting the broad array of topics suggested and the fact that these "all-encompassing" workshops are already conducted annually in the form of "How-to-Comply" (HTC) workshops geared towards businesses, the Subcommittee thought it would be worthwhile to combine the workshops and bolster the invitation list and workshop notification procedures. Last year's HTC efforts yielded only about ten per workshop. This year's workshop notification will be provided to the local newspapers in the form of a *Press Release* and a workshop flyer will be provided to members of: the Bay Area Manufacturers Association, Air & Waste Management Association, Florida Manufacturing Chemical Association, Tampa Bay Association of Environmental Professionals, Tampa Bay Propeller Club & the Tampa Bay Spill Committee, as well as fire department representatives.

- The Supplemental Environmental Projects (SEP) process was recently approved by SERC & USEPA as a partial alternative to levying potentially significant fines on industry(ies) found to be in violation of the EPCRA. If approved by SERC & USEPA, the violating industry may propose the conduct of one (or more) SEPs in lieu of the payment of up to 75% of the overall fine amount. A listing of potential SEPs should be pre-established locally or statewide and ready to be implemented in short order. While Florida's SEP program is currently in its infancy stages, the program will be patterned after the efforts in the State of Illinois, as recognized at the following link: **www.epa.state.il.us/enforcement/sep/**.

The next meeting of the Facility Disaster Planning Subcommittee is scheduled for Wednesday, January 16, 2013. LEPC members and/or interested parties are always welcome to attend and encouraged to participate.

HMEP PROGRAM/TRAINING - Subcommittee Chair JJ Johnston identified that a breakdown of the 2012-13 HMEP Training budget was included in the LEPC Agenda materials (and re-identified below). The Subcommittee met earlier this morning. Approximately one-half of the training funds have been spent or accounted for and about one-half of the contract period remains. We are hoping to allocate all remaining training funds by, perhaps, mid-January so that we do not have a potential crisis to schedule course(s) or expend funds towards the end of the contract period. The Subcommittee had previously reached consensus that Foam/Ethanol training was a beneficial use of funds and should be conducted within each County. Two counties remain to host these courses. Mr. Johnston added that a Consortium comprised of the Joint Interagency Training & Education Center, Transportation Security Administration, FEMA, and the Homeland Security Program at West Virginia University have collaborated to schedule a series of courses to independently address a myriad of natural and manmade disasters. Sending representation to one of the multi-day courses in particular ("*A WMD Event: Freight Rail Hazardous Materials Incident Response involving Mass Transit and Rail Systems*") was discussed at this morning's meeting as an option for use of unclaimed funds. This above-referenced, three-day, course is scheduled for January 29-31, 2013 at West Virginia University. The potential of hosting this course locally, and the associated cost, is also being explored. If brought locally, it is understood that it would be a five-day course.

The following constitutes the status of expenditures associated with the 2012-13 HMEP Training Contract:

Quar-ter	Date	Name	Expenses	Cumulative	Remaining
1	**BASE FUNDING UNDER 2012-13 HMEP CONTRACT**				**$47,072.00**
	8/23-25/2012	8-Hr. Foam/Ethanol Training, Zephyrhills Fire Dept.	$ 5,199.00	$ 5,199.00	$41,873.00
	~~8/27-29/2012~~	~~Foam/Ethanol Training, Pasco County Fire Rescue[3]~~	~~$ 5,199.00~~	~~$10,398.00~~	~~$36,674.00~~
	9/12-28/2012	160-Hr. Hazmat Tech Course (5 Students), Pinellas	$ 5,815.00	$11,014.00	$36,058.00
		1st Qtr Admin. Expenses/July - Sept. 2012 <*Actual*[1]>	$ 754.00	$11,768.00	$35,304.00
2	10/23-25/2012	E-Plan Users Conference (J. Patterson), Atlanta, GA	$ 955.46	$12,723.46	$34,348.54
	11/27-29/2012	*24-Hr. Hazmat Life Safety & Command, Manatee*[2]	$ 3,600.00	$16,323.46	$30,748.54
	12/18-20/2012	*8-hr. Foam/Ethanol Training, Pinellas Co. Hazmat*[2]	$ 6,100.00	$22,423.46	$24,648.54
		2nd Qtr Admin. Expenses/Oct.-Dec., 2012 <*Estimate*[1]>	$ 1,400.00[1]	$23,823.46	$23,248.54
3					
		3rd Qtr Admin. Expenses/Jan. - March, 2013			
4					
		4th Qtr Admin. Expenses/April - June, 2013			

FOOTNOTES:

1. Administrative expenses include indirects, internal service charges, auditing, building occupancy, travel time and small miscellaneous expenses. Please note that the "estimate," signified in **red**, was established at the time of Agenda materials preparation and is presented for informational purposes only. The cost *estimate* is then revised at the end of each quarter to reflect actual administrative costs once tabulated, as would be appropriate, and invoiced to the FDEM as part of the quarterly HMEP Training Contract deliverables.
2. *Italicization* of course(s), if applicable, signifies that the course(s) has been committed/approved but not yet conducted.
3. The Foam/Ethanol Training course originally scheduled for Pasco County Fire Rescue on August 27-29 was canceled on account of the threat of (then) Tropical Storm Isaac. It is anticipated that the course may be scheduled later in the Contract year within Pasco County.

It is presumed that the Subcommittee will next meet one hour prior to the scheduled February 27, 2013 LEPC meeting (i.e. @ 9:30 a.m.) to discuss the status of expenditures and available training opportunities.

REGIONAL DOMESTIC SECURITY TASK FORCE (RDSTF) - Ms. Betti Johnson summarized the current/future activities and initiatives of the RDSTF. A full listing of these tasks were provided in the LEPC Agenda materials. The Region 4 RDSTF serves Hillsborough, Pinellas, Pasco, Hardee, Polk, Hernando, Citrus and Sumter Counties.

CSB's *"INHERENTLY SAFER: THE FUTURE OF RISK REDUCTION"* VIDEO - Mr. Meyer reminded members that he attempts to provide a speaker and/or find a short video that would be of interest and relevance to LEPC members and the public alike. Mr. Meyer identified that the video will commence with a description of a 2008 explosion at the Bayer Crop Sciences Plant in Institute, WV, the majority of the video revolves around recommendations for industries to self-evaluate alternatives through four key concepts: Minimization, Substitution, Moderation & Simplification. Any/all of these alternatives would likely reduce/eliminate the hazard, limit the number of accidents and result in safer communities.

The referenced video is viewable from the CSB's website (**www.csb.gov/videoroom/detail.aspx?VID=66**) or through YouTube® (**www.youtube.com/watch?v=h4ZgvD4FjJ8**).

TRAINING/WORKSHOP/CONFERENCE OPPORTUNITIES - Chair Ehlers recognized that several 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 (Nov.'12 - Feb.'13)
- FDEM's Training and Events Schedule/**Region 6**, Various FL Locations/Times (Nov.'12 - Feb.'13)
- Hazardous Materials Life Safety & Command for Firefighters, Manatee County, Nov. 27-29, 2012
- Foam/Ethanol Training, Pinellas County, December 18-20, 2012
- Various Courses/Hazardous Materials Training Symposium, Daytona Beach, January 23-24, 2013

The following additional course(s)/workshop(s)/conference(s) were identified by various LEPC members. Information regarding each of these events was transmitted to LEPC members via e-mail subsequent to the meeting or can now be obtained by contacting John Meyer.

- WMD: Threat & Risk Assessment course/2 Days (MGT-310) - Tallahassee, FL, Dec. 11-12, 2012
- FEPA Conference/4½ days - Rosen Plaza Hotel (Orlando, FL), January 28 - February 1, 2013
- "Interoperable Communications Summit 2013 - Operation Radar II"/3 Days - Camp Blanding (near Starke, FL), February 5-7, 2013

No further training opportunities were identified by the LEPC membership or the public.

LEPC BUSINESS

***TAMPA BAY LEPC HAZARDOUS MATERIALS EMERGENCY RESPONSE PLAN* UPDATE** - Mr. Meyer reiterated that the Hazardous Materials Emergency Response Plan updates were approved for all eleven LEPCs at the October 12, 2012 SERC meeting. Since this time, Mr. Meyer has posted the District 8 Plan update to the LEPC website and provided a CD containing the update to all relevant/required parties.

FLORIDA DIVISION OF EMERGENCY MANAGEMENT (FDEM)/REGION 4 QUARTERLY MEETING - Mr. Paul Siddall identified that FDEM Region 4 did not meet last quarter on account of the Republican National Convention and associated planning events. The next meeting is scheduled for tomorrow (November 29, 2012) at the Pasco County Emergency Operations Center. Highlights of the meeting are expected to include discussion from the Incident Management Team member(s) that were sent to New York to assist in recovery efforts from Hurricane Sandy and the local recovery efforts associated with Tropical Storm Debby. Mr. Siddall concluded his remarks by identifying that a listing of qualified personnel continues to be maintained by Florida officials in the event additional assistance will still be needed. Mr. Meyer acknowledged that a Recap of this meeting will be included in the February 2013 LEPC Agenda materials.

Mr. Steve Simpson identified that the quarterly FDEM Region 6 meeting is scheduled in Manatee County on December 14, 2012.

ELECTIONS FOR LEPC CHAIR/VICE-CHAIR - LEPC Nomination Subcommittee Chair Hallie Calig referenced the fact that LEPC membership guidelines require election of LEPC Chair and Vice-Chair at their next scheduled meeting following the biennial reappointment of all LEPC members by the SERC. Such reappointments occurred in conjunction with the October 2012 SERC meeting. Chair Scott Ehlers and Vice-Chair Jeff Tobergte were elected to their respective posts in July 2008 (and again in August 2010) for two-year terms. Each has expressed a willingness to serve additional two-year terms if elected by the membership, noting that LEPC membership policies do not include term limits. Others may be nominated by the membership for these positions. Such nominations shall include a prior agreement to serve from the candidate and shall be provided in writing to Mr. John Meyer (LEPC Staff Coordinator - **johnm@tbrpc.org**) and/or Ms. Hallie Calig (LEPC Nominations Subcommittee Chair - **hallie.calig@ci.tampa.fl.us**) **on or before Friday, February 8, 2013**. If nominations are received for either or both of these positions, a formal election process will be conducted in conjunction with the February 27, 2013 LEPC meeting. Nominations for these positions will not be accepted on the floor on the day of the meeting.

E-PLAN USERS CONFERENCE - Chair Ehlers recognized that the LEPC provided funding under the HMEP/Training Contract for Mr. Jeff Patterson (Hillsborough County Emergency Management/Hillsborough County Fire Rescue) to attend the annual *E-Plan Users Conference* in Atlanta, GA on October 23-25, 2012. Mr. Patterson provided a brief recap of the 2012 Conference, including his appointment as the Chair of the "E-Plan Enhancements" Committee.

LEPC MEETING DATES FOR 2013 - Chair Ehlers recognized that the Local Emergency Planning Committee typically meets on the *last* Wednesday of February, May, August and November annually. However, the last Thursday in November of 2013 (i.e. November 27th) occurs during Thanksgiving week. Noting the numerous conflicts and attendance issues anticipated, Chair Ehlers sought a motion to reschedule the November 27, 2013 meeting either one week earlier (i.e. November 20th) or one week later (i.e. December 4th) than currently scheduled. A motion was made by Mr. Bill Lofgren (and seconded by Mr. Scott Davies) to reschedule the meeting to November 20, 2013. The motion was approved unanimously on voice vote.

The 2013 meeting schedule for the Local Emergency Planning Committee is as follows. Each of these meetings start at 10:30 a.m.:

- ➜ **Wednesday, February 27th;**
- ➜ **Wednesday, May 29th;**
- ➜ **Wednesday, August 28th; and**
- ➜ **Wednesday, November 20th**

CERTIFICATES OF APPRECIATION **- MIKE TERRELL & GLENN HALL.** Chair Ehlers mentioned that the LEPC has recently accepted the resignations of two distinct and long-serving members. Those were the resignations of Mr. Mike Terrell and Mr. Glenn Hall.

In recognition of Mr. Michael Terrell's 12+ years of service on the LEPC, Chair Ehlers asked Mr. Terrell to step forward to accept a token of our gratitude. A *Certificate of Appreciation* (COA) was presented to Mr. Michael Terrell for his dedicated and faithful service to the Local Emergency Planning Committee representing the Manatee County Attorney's Office since his initial appointment in July 2000. Mr. Terrell has been an invaluable "team" member prior to his resignation, effective three days from now (i.e. November 30, 2012).

Unable to attend today's LEPC meeting to accept his recognition, Mr. Glenn Hall was also thanked for his unwavering dedication to the LEPC since his initial appointment in April 2006. His current "travel schedule" was identified as the primary reason for his resignation. In addition to being a staunch supported of LEPC District 8 over his tenure as a member, Mr. Hall also served on several LEPC Subcommittees. It is hopeful that Mr. Hall can and will attend the February 2013 LEPC meeting to accept his recognition in person, as deserved. Otherwise, provisions for delivery of his award will alternatively be made with Mr. Hall and/or his colleagues.

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.

PUBLIC COMMENT - Wearing one of his several of his "other hats," Mr. Bill Lofgren identified the following upcoming events:

- December 18, 2012 – The Propeller Club will hold its Annual Holiday Luncheon at noon at the Columbia Restaurant in Ybor City. The event is a fund-raiser for the Tampa Port Ministries and Mayor Bob Buckhorn will be the guest speaker.

- January 28, 2013 - The Annual Blackthorn Memorial Service will be held at the memorial site (southern end of Pinellas County on the approach to the Sunshine Skyway Bridge) at 10:00 am. Guest speaker will be VADM Mason Brown.

- January 28, 2013 – The Propeller Club's Annual Salute to the Coast Guard Dinner to be held in Tampa (venue to be announced). Guest speaker will also be VADM Mason Brown.

- January 29, 2013 – The quarterly meeting of the Tampa Bay Harbor Safety and Security Committee Meeting in the Board Room of the Tampa Port Authority, 1101 Channelside Drive, Tampa.

  All events are open to the public and while the Salute to the Coast Guard Dinner requires a ticket for dinner, the public is invited after dinner to hear Admiral Brown and there is no charge.

Mr. Meyer mentioned that he is currently trying to coordinate a presentation from a representative of the Ethanol facility soon to open at the Port of Tampa.

No other public comments were received.

NEXT MEETING - Chair Ehlers advised that the next LEPC meeting date is Wednesday, February 27, 2012 (same time and location) and expressed his wishes for everyone to have an enjoyable holiday season.

ADJOURNMENT - Without objection and upon a motion for adjournment by Scott Simpson, a second by Jonathan Kemp, and without objection, the LEPC meeting was adjourned at 11:09 a.m.

Respectfully submitted and signed this 27th day of February, 2013,

John Meyer, Coordinator

Scott Ehlers, Chairman