



# LEPC Minutes

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## TAMPA BAY LOCAL EMERGENCY PLANNING COMMITTEE (LEPC) DISTRICT VIII, MEETING May 25, 2016

### *Committee Members/*

#### *Alternates in Attendance*

Bartley, Pam  
Brooking, Sandra  
Brown, Geoffrey (AA)  
Buck, Sarah (A)  
Calig, Hallie  
Chambers-Emerson, JoAnn (A)  
Crowther, Charles  
Dabrowski, Peter  
DeFrancesco, Frank  
Dial, Todd (AAA)  
Ford, Kevin (A)  
Frank, Gary  
Gould, Chris  
Grable, Adam  
**Johnston, James**  
Jordan, Bretlee Bobby  
Keller, Paul (AAA)  
Kemp, Jonathan  
Lehr, Scott (A)  
Lofgren, Col. Bill  
Lopez, Alex  
Meyer, John  
Morse, Wes  
Rowe, Charles  
Smith, Brady  
Tarman, Sharon  
Tobergte, Jeff  
Walker Richard  
Watson, Alain

#### *Representing*

American Red Cross/Tampa Bay Chapter  
Pinellas County EMS & Fire Administration  
St. Petersburg College/Allstate Center  
Mosaic/Port & Terminal Operations  
City of Tampa/Environmental Coordination  
Tampa General Hospital/Florida Poison Information Center  
St. Petersburg College/Allstate Center  
Interested Citizen  
Florida Association of Hazmat Responders  
Brenntag Mid South  
Hernando County Emergency Management  
Florida Department of Health (Pinellas)  
Manatee County Hazmat  
Manatee Port Authority  
**Pasco County Emergency Management**  
Citrus County Emergency Management  
Florida Department of Transportation  
Tampa Bay Times  
Mosaic/Plant Operations  
Interested Citizen  
Hernando County Fire Rescue  
Tampa Bay Regional Planning Council  
Port Tampa Bay  
Yara North America, Inc.  
Tampa Bay Regional Planning Council  
Manatee County Emergency Management  
Florida Department of Environmental Protection  
Pinellas County Emergency Management  
Environmental Protection Commission of Hillsborough County

A = Alternate member with voting standing.

**Red** text signifies meeting Chair.

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

AAA= Pending Primary/Alternate attended without voting standing.

### *Members Absent Without*

#### *Alternates in Attendance*

Atherton, Chris  
Armstrong, Dean  
Bosley, Tom (Excused)  
Burnett, David  
Castonguay, Steve  
Ehlers, Scott

#### *Representing*

Florida National Guard/48<sup>th</sup> CST  
Bay Pines VA Health Care System  
Citrus County Fire Rescue  
Plant City Fire Rescue  
Hillsborough County Health Department  
Clearwater Emergency Management

Elder, Mike  
Gray, Albert (Excused)  
Griffiths, Larry (Excused)  
Hartfiel, LCDR Todd (Excused)  
Kinley, Ed (Excused)  
LoCicero, Nick  
Martin, Wayne  
Mastandrea, Joe (Excused)  
Patterson, Jeff (Excused)  
Shaw, Amanda (Excused)

Pinellas Park Fire Department  
Florida Department of Health (Hernando)  
Duke Energy  
U.S. Coast Guard  
Universal Environmental Solutions  
Tampa Fire Rescue  
Nature Coast EMS  
Hillsborough County Emergency Management  
Hillsborough County Fire Rescue  
Hillsborough County Sheriff's Office

Staff Coordinator

Representing

Meyer, John

Tampa Bay LEPC

Guests

Representing

Antapasis, John  
Ceballos, Eric  
Connors, Lance  
Diamond, Jason  
Earnest, Pete  
Ganci, Richard  
Gomez, Roger  
Kirk, Jeff  
Kortas, Mike  
Lang, Steve  
McChesney, John  
Noah, Dan  
Quinn, Joseph  
Reid, Jim  
Schlatterer, Brett  
Sedgley, David  
Vasudeva, Rishi

Tampa Emergency Management  
SWS Environmental  
Interested Citizen  
Arcadis  
SATCO  
Pinellas Park Fire Department  
Gordon Food Service  
Trademark Nitrogen  
Bay Linen Inc.  
U.S. Coast Guard  
St. Anthony's Hospital  
National Weather Service/NOAA  
Southwest Florida Water Management District  
Gordon Food Service  
Pinellas Park Fire Department  
Manatee County Hazmat Team  
FGCI

**CALL TO ORDER** - Vice Chair James Johnston chaired the meeting and called the meeting to order at 10:35 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). Vice Chair Johnston welcomed the LEPC members as well as the 17 attending from the public.

**PUBLIC COMMENT** - The Vice Chair inquired whether there were any public comments. No comments were provided.

**APPROVAL OF MINUTES** - The Vice Chair inquired whether there were any suggested additions, subtractions or modification(s) to the *Minutes* of the February 24, 2016 LEPC meeting. Hearing none, the Vice Chair asked for motion to approve the *Minutes*. Sharon Tarman provided and Jonathan Kemp seconded the motion. The *Minutes* were approved unanimously on voice vote.

**FORMER LEPC MEMBERS - RECOGNITION OF SERVICE**

John Meyer recognized that we will be devoting a portion of all future LEPC Agendas to acknowledge select faithful and dedicated members for their meritorious service to this agency upon their departure through the issuance of *Certificates of Appreciation*.

As would be expected, at this time, it is a difficult to say farewell to three valuable members that are nearly simultaneously retiring or are simply “moving on.” Their combined service to this agency exceeds **34 years**. Those individuals are:

<u>INDIVIDUAL</u>	<u>AGENCY/COMPANY</u>	<u>LEPC MEMBER SINCE</u>
Lance Connors	Hillsborough County Sheriff’s Office	4/2007
Scott Davies	Manatee County Port Authority	10/2005
Chester “Chet” Klinger	Interested Citizen and prior Private Sector	1/2002

Each member was asked to step forward to receive their Certificate of Appreciation (COA), which read “*With deepest gratitude for your tireless leadership and dedicated, enthusiastic support of the men and women of the Tampa Bay LEPC representing the (their agency/company name inserted here).*” The COAs additionally reflected their particular years of service. Vice Chair Johnston thanked each member and reminded them that they are welcome to follow in the footsteps of some of their LEPC colleagues and “*continue their service to the LEPC under the category of Interested Citizens.*”



Pictured from Left-to-Right: Adam Grable (accepting on behalf of Scott Davies), LEPC Vice Chair James Johnston & Lance Connors. [Chet Klinger was not present for photo]

Chet Klinger and Scott Davies were unable to attend the meeting to receive their recognition in person. Newly appointed Manatee County Port Authority LEPC member Adam Grable accepted the award on behalf of Scott Davies. John Meyer ensured the LEPC members that he would personally provided Chet Klinger his framed Certificate in the very near future.

**ELECTIONS FOR LEPC CHAIR/VICE-CHAIR.** Ms. Hallie Calig, LEPC Membership Committee Chair, informed LEPC members that elections for the LEPC Chair and Vice Chair will be held in conjunction with our next scheduled meeting. It is necessary that officers be elected in association with the timing of the biennial recertification of all LEPC members by the State Emergency Response Commission.

Chief Jeff Patterson and James Johnston have both expressed an interest and willingness to retain their current roles as Chair and Vice-Chair of the LEPC (respectively) for additional two-year terms if elected by the LEPC membership.

LEPC Staff is soliciting other nominations of member(s) interested in serving in either the Chair or Vice-Chair position. In interested, such nomination(s) 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](mailto:johnm@tbrpc.org)) and Ms. Hallie Calig (LEPC Nominations Subcommittee Chair - [hallie.calig@tampagov.net](mailto:hallie.calig@tampagov.net)) on or before Friday, August 5, 2016.

If nomination(s) are received from or on behalf of other candidates for one or both of these positions, a formal election process will be conducted in conjunction with the next LEPC meeting (i.e. August 24, 2016). Please note that nominations for these positions will not be accepted on the floor on the day of the meeting.

**LEPC MEMBERSHIP/BIENNIAL REAPPOINTMENTS** - Mr. Meyer indicated that this is the time every other year that the State Emergency Response Commission recertifies all LEPC members statewide for additional two-year terms. Mr. Meyer did apologize to Mr. Charles Crowther and Mr. Geoffrey Brown of St. Petersburg College/Allstate Center for inadvertently omitting them from the initial listing. That has since been rectified. Following a motion from Bill Lofgren and a second by Wes Morse, the following listing was unanimously approved to forward to the FDEM for SERC approval in conjunction with their July 15, 2016 meeting:

PRIMARY	ALTERNATE	COMPANY/ AGENCY	PRIMARY	ALTERNATE	COMPANY/ AGENCY
Aleguas, Alfred	JoAnn Chambers-Emerson	Tampa Gen. Hosp./FL Poison Center	<del>Ganci, Richard</del> <del>Elder, Mike</del>	<del>Brett Schlatterer</del> <del>Richard Feinberg</del>	Pinellas Fire/Hazmat
Armstrong, Dean	Darlene Powell	Bay Pines VA Hosp.	Gould, Christopher	Mike Bloski	Southern Manatee Fire Rescue
Atherton, Christopher	Christopher Barton	Florida National Guard/48 <sup>th</sup> CST	Grable, Adam	David St. Pierre	Manatee Port Authority
Bartley, Pamela	Robert Gallen	American Red Cross	Griffiths, Larry	None	Duke Energy
Bosley, Thomas	Thomas Fletcher	Citrus Fire	Johnston, James	<del>TBD</del> <del>David Paloff</del>	Pasco County E.M.
Brooking, Sandra	Keith Murray	Pinellas Fire/EMS	Jordan, Bretlee	Christopher Evan	Citrus County E.M.
Burnett, David	James Wilson	Plant City Fire	Kemp, Jonathan	Bryan Cook	Print Media
Calig, Hallie	None	Tampa Environmental Coordination	Kinley, Ed	None	Universal Environmental Solutions
Castonguay, Steven	Gregg Rottler	Hillsborough Health Department	<del>Koontz, Diana</del> <del>Roberts, Lloyd</del>	<del>Jason Hopp</del> <del>Diana Koontz</del>	Southwest FL Water Management District
Crowther, Charles	Geoffrey Brown	St. Pete College/Allstate Center	LoCicero, Nick	Bryan Riley	Tampa Fire Rescue
Dabrowski, Peter	N/A	Interested Citizen	Lofgren, William	N/A	Interested Citizen
DeForge, Daniel	<del>Paul Keller</del> <del>None</del>	FDOT/District 7	Lopez, Alex	Mike Nickerson	Hernando Co. Fire
DeFrancesco, Frank	None	FL Assoc. of Hazmat Responders	Martin, Wayne	None	Nature Coast EMS
<del>Dial, Todd</del> <del>Dolak, Paul</del>	<del>Pete Vermulen</del> <del>Rick Lopez</del>	Brenntag Mid-South	Mastandrea, Joe	Marcus Martin	Hillsborough EM
Ehlers, Scott	<del>TBD</del> <del>Ron Gensheim</del>	Clearwater EM	Mettinger, Stan	None	Brooksville Fire
Frank, Gary	None	FDOH/Pinellas	Morse, Wes	Christopher Cooley	Port Tampa Bay

PRIMARY	ALTERNATE	COMPANY/ AGENCY	PRIMARY	ALTERNATE	COMPANY/ AGENCY
Patterson, Jeff	James Markart	Hillsborough Fire	Stewart, Jeffrey	Scott Lehr	Mosaic Fertilizer
<del>Poley, Brittany</del> <del>Hartfiel, Todd</del>	<del>Paul Simpson</del> <del>George Daws</del>	U.S. Coast Guard/ Sector St. Pete	Tarman, Sharon	None	Manatee Co. E.M.
Rowe, Charles	Kris Kinnison	Yara North America	Tobergte, Jeff	Jamie Arleo	FDEP/Emer. Resp.
Russell, Richard	Kevin Ford	Hernando County E.M.	Vadelund, Lynne	Sarah Buck	Mosaic/Port Tampa
Shaw, Amanda	Christopher DePolis	Hillsborough Co. Sheriffs Office	Walker, Richard	Clayton Parrott	Pinellas Co. E.M.
Smith, Brady	William Wynne	Tampa Bay Regional Planning Council	Watson, Alain	Nicole Garcia	Environ. Protection Comm. of Hills. Co.

**TAMPA BAY LEPC HAZARDOUS MATERIALS RESPONSE PLAN UPDATE.** Mr. Meyer indicated that LEPC staff has diligently been working on the Tampa Bay LEPC Hazmat Plan update. This year’s update is much more involved since it must include encumbrance of Citrus and Hernando County data and resources. LEPC staff is nearing completion of the update and is seeking a motion to authorize the Chair to transmit the Plan to FDEM and the SERC upon completion. Per LEPC Contract obligations, the Plan is required to be updated and provided on or before June 30<sup>th</sup> annually. The update is nearing completion and will certainly be completed and transmitted prior to the deadline. Jonathan Kemp made a motion to authorize the Chair to transmit the Plan to FDEM following completion. A second to the motion was provided by Richard Walker. The motion was approved unanimously upon voice vote. Mr. Meyer concluded discussion of this item by stating that once the updated Plan is approved by the State Emergency Response Commission, electronic copies will be provided to all relevant and required agencies on a CD containing various formats as well as posted to the LEPC website.

**“WHAT YOU NEED TO KNOW THIS HURRICANE SEASON”.** Mr. Dan Noah of the National Weather Service/Tampa Office provided a highly informative PowerPoint presentation that is accessible through the following link: [http://www.tbrpc.org/lepc/presentations/Noah\\_NWS\\_TBHurricaneThreat\\_052516.pdf](http://www.tbrpc.org/lepc/presentations/Noah_NWS_TBHurricaneThreat_052516.pdf). Mr. Noah indicated that he has been with NWS/Tampa for the past 14+ years. The last major impact of a hurricane locally was experienced during the 2004-05 hurricane season. Of all the hurricane hazards, storm surge poses the greatest risk to loss of life and property followed by flooding associated with localized heavy rainfall. Storm surge projections must always be considered in conjunction with high tide. Storm surge projections are intended to be provided 48-60 hours prior to anticipated hurricane impacts. It has been determined that southwest Florida is the most difficult area in the nation with the Tampa Bay area coming in a close second. Mr. Noah concluded his presentation by promoting other resources that he thinks are particularly helpful and useful. Those resources are:



[www.fema.gov/app](http://www.fema.gov/app) - FEMA’s website allows a mobile application to be downloaded which: would enable receipt of alerts from the National Weather Service for up to five locations; get safety reminders, read tips to survive natural disasters, and customize your emergency checklist; locate open shelters and where to talk to FEMA in person or on the phone; and enable you to upload and share your disaster photos to help first responders.



[www.flash.org](http://www.flash.org) - Federal Alliance for Safe Homes’ (FLASH) website contains recommendations and resources to ensure: Personal Safety (Know your Evacuation Zone); Financial Security (Have an Insurance Check Up); Family Preparedness (Build a Disaster Supply Kit); Damage Prevention (Strengthen your Home); and Community Service (Help your Neighbor). Recommendations and resources are provided for each of these subject areas.

**TAMPA BAY LEPC MEMBERSHIP CHANGES** - LEPC Staff Coordinator John Meyer recognized the following LEPC membership changes approved at the April 8, 2016 SERC meeting:

MEMBER	MEMBERSHIP CATEGORY	MEMBER TYPE		STATUS OF CHANGE			AGENCY REPRESENTED/ DESCRIPTION
		PRIMARY	ALTERNATE	NEW MEMBER	MEMBERSHIP TYPE CHANGE	RESIGNED/ REMOVED	
Amanda Shaw	Law Enforcement	✓		✓			<b>Hillsborough County Sheriff's Office.</b> Ms. Amanda Shaw succeeded recently-retired Lance Connors as the "Primary" member from Hillsborough County Sheriff's Office. Ms. Shaw designated Mr. Christopher DePolis as her "Alternate."
Christopher DePolis			✓	✓			
Lance Connors		✓				✓	
Jon Tillis			✓			✓	
Adam Grable	Transportation	✓		✓			<b>Manatee County Port Authority.</b> Mr. Adam Grable succeeded Scott Davies as the "Primary" member from Manatee County Port Authority. Mr. Grable re-designated Mr. David St. Pierre Sr. as his "Alternate."
David St. Pierre			✓		✓		
Scott Davies		✓				✓	
David St. Pierre			✓		✓		
Stan Mettinger	Firefighting	✓			✓		<b>Brooksville Fire Department.</b> Dist. Chief Stan Mettinger succeeded recently-retired Tim Mossgrove as the "Primary" member from Brooksville Fire Department. No "Alternate" has been designated at this time.
Tim Mossgrove		✓				✓	
Stan Mettinger			✓		✓		
Albert Gray	Health	✓			✓		<b>Florida Department of Health/ Hernando County.</b> Mr. Albert Gray has succeeded Mr. Joseph Vozniak as the "Primary" members from the Florida Department of Health/Hernando County due to his untimely passing. Mr. Gray has not designated his "Alternate" at this time.
Joseph Vozniak		✓				✓	
Albert Gray			✓		✓		
Larry Fernald	Community Group	✓				✓	<b>Civil Air Patrol.</b> Removed due lack of regular attendance.
Elliott Smith			✓			✓	

MEMBER	MEMBERSHIP CATEGORY	MEMBER TYPE		STATUS OF CHANGE			AGENCY REPRESENTED/ DESCRIPTION
		PRIMARY	ALTERNATE	NEW MEMBER	MEMBER-SHIP TYPE CHANGE	RESIGNED/ REMOVED	
Chester "Chet" Klinger	Interested Citizen	✓				✓	<b>Interested Citizen.</b> Has requested removal from membership to "enjoy retirement" and "pursue other ventures."

NOTE: The membership modification(s) highlighted in yellow above, if and where applicable, signifies addition(s) to the LEPC District 8 membership. Likewise, modification(s) highlighted in gray above, if and where applicable, indicates a reduction(s) in overall LEPC membership.

Mr. Meyer additionally identified that the following LEPC membership modifications are likely to be facilitated in association with the July 15, 2016 SERC meeting:

MEMBER	MEMBERSHIP CATEGORY	MEMBER TYPE		STATUS OF CHANGE			AGENCY REPRESENTED/ DESCRIPTION
		PRIMARY	ALTERNATE	NEW MEMBER	MEMBER-SHIP TYPE CHANGE	RESIGNED/ REMOVED	
LCDR Brittany Poley	Law Enforcement	✓		✓			<b>U.S. Coast Guard/Sector St. Petersburg.</b> Requested membership modifications are in association with the routine biennial reassignment of representatives due to deployments. LCDR Brittany Poley has been nominated to succeed LCDR Todd Hartfiel. LCDR Poley proposes to designate LT Paul Simpson to serve as her "Alternate."
LT Paul Simpson			✓	✓			
LCDR Todd Hartfiel		✓				✓	
LTJG George Daws				✓			
Diana Koontz	Water Management District	✓		✓			<b>Southwest Florida Water Management District.</b> Ms. Diana Koontz has recently requested to the replacement for recently-retired Lloyd Roberts. Ms. Koontz proposes to designate Mr. Jason Hopp as her "Alternate."
Jason Hopp			✓		✓		
Lloyd Roberts		✓				✓	
Diana Koontz				✓		✓	
Todd Dial	Facility Owner/Operator	✓		✓			<b>Brenntag Mid-South.</b> Mr. Todd Dial has requested to be the replacement for recently-retired Paul Dolak. Mr. Dial proposes to designate Mr. Pete Vermulen as his "Alternate."
Pete Vermulen			✓	✓			
Paul Dolak		✓				✓	
Rick Lopez				✓			

MEMBER	MEMBERSHIP CATEGORY	MEMBER TYPE		STATUS OF CHANGE			AGENCY REPRESENTED/ DESCRIPTION
		PRIMARY	ALTERNATE	NEW MEMBER	MEMBER-SHIP TYPE CHANGE	RESIGNED/ REMOVED	
Richard Ganci	Firefighting	✓		✓			<b>Pinellas Park Fire Department.</b> Mr. Richard Ganci has requested to be the replacement for recently-retired Mike Elder. Mr. Ganci proposes to designate Mr. Brett Schlatterer to be his "Alternate."
Brett Schlatterer			✓	✓			
Mike Elder		✓				✓	
Richard Feinberg				✓			
Albert Gray	Health	✓				✓	<b>Florida Department of Health/Hernando County.</b> Mr. Gray has requested removal from the LEPC entirely due to time constraints.

NOTE: The membership modification(s) highlighted in yellow above, if and where applicable, signifies addition(s) to the LEPC District 8 membership. Likewise, modification(s) highlighted in gray above, if and where applicable, indicates a reduction(s) in overall LEPC membership.

**RECAP OF QUARTERLY STATE EMERGENCY RESPONSE COMMISSION (SERC) MEETINGS** - Mr. Meyer identified that a comprehensive summary of the April 7-8, 2016 SERC meetings, held at the Hilton Bayfront St. Petersburg, was included in the detailed Agenda materials transmitted to all LEPC members and additionally available on the LEPC website. While Mr. Meyer indicated that some of the items discussed will be addressed as separate LEPC items later in the Agenda, Mr. Meyer did identify the following additional highlights:

- **Training Trailers to be acquired under HMEP funding.** Mr. Meyer advised that the Training Task Force Chair (Joe Nelson) is trying to gather a standardized list of training props and trailer specifications to eventually be acquired by all LEPCs statewide. The Tampa Bay LEPC was fortunate to have already acquired a trailer and three Chlorine training props (i.e. the trailer, Chlorine Rail Car/Tank Truck Training Dome, Chlorine One-Ton Training End with Wheels and a Chlorine Training Cylinder. These are now considered regional assets to be shared for training purposes within the District. Any future request for these resources shall be coordinated through Chief Jeff Patterson (LEPC Chair) of Hillsborough County Fire Rescue.



In the LEPC's HMEP Training Subcommittee meeting held earlier this morning, LEPC staff will be additionally soliciting the acquisition of an A-Kit, a B-Kit, a C-Kit, Plugging/Patching Kits and Clamps. Pinellas County will be donating a 306/406 Simulator to the regional hazmat training trailer.

- **Off-Shore Marine Firefighting/Hazmat Response.** Mr. Frank DeFrancesco identified that meetings continue to be held between the U.S. Coast Guard, the National Guard's 48<sup>th</sup> Civil Support Team, representatives from various hazmat teams and pertinent members of the Training Task Force in an effort designed to join forces in future off-shore marine firefighting and hazmat response. While nothing has been finalized, progress was made towards forging this relationship by identifying the capabilities and assets of all that would be involved. It anticipated that the local teams can, at minimum, conduct the initial assessment of local offshore incidents prior to formulating a joint response as a "team approach."
- **160-Hr. Hazmat Technician Certification Hybrid Course.** The Florida State Fire College is now promoting the hybrid course offering of the 160-Hr. Hazmat Technician Certification course. The hybrid aspect of this course allows for the completion of 80-Hrs. of on-line instruction in lieu of a classroom setting. Instructors would still be available on-line to answer any questions or to provide further guidance. The hybrid course is intended to reduce the cost for those seeking such certification.

**HMEP PLANNING PROGRAM/FACILITY DISASTER PLANNING SUBCOMMITTEE** - Mr. Meyer indicated that the scheduled April 20<sup>th</sup> Subcommittee meeting had to be canceled due to scheduling conflicts. Mr. Meyer invited all to attend the next scheduled Subcommittee meeting on July 27<sup>th</sup>. It is anticipated that one of the next primary objectives of the Subcommittee will be to embark on an effort designed to standardize the credentials (or badging) required districtwide for critical employees to efficiently access areas/facilities that may be impacted by many natural and manmade disasters, including severe weather events.

**HMEP PROGRAM/TRAINING** - Subcommittee Chair James Johnston identified that the HMEP Training Subcommittee met earlier this morning to discuss and accomplish the following objectives:

- John Meyer identified that training funds remain under the Tampa Bay LEPC's FY 2015-16 HMEP Training Contract. In addition, Mr. Meyer indicated the intent to convert \$25,000 of the unused \$30,000 of FY 2015-16 HMEP Planning funds to FY 2015-16 HMEP Training funds. Cognizant of the fact the HMEP Contract expires on September 30, 2016, the primary pre-requisite for such conversion is a requirement to identify the specific training needs and associated costs in the very near future.
- Vice Chair Johnston indicated reminded LEPC members that the LEPC will seek to bolster the training props stored on the regional hazmat trailer through the proposed acquisition of an A-Kit, a B-Kit, a C-Kit, Plugging/Patching Kits, and Clamps. Pinellas County will be donating a 306/406 Simulator to the hazmat training trailer for others to use.
- Vice Chair Johnston further identified that several courses are also being prospected: an Assistant Safety Office course in Hillsborough or Manatee County, an Ammonia course in Manatee County, a "white powder" course and a "chemical and air monitoring" course in Pinellas County as well as a Hazmedic Refresher course in Hernando County.

The following constitutes the current and tentative FY 2015-16 HMEP Training schedule/calendar. *Italicization* of course name(s) in blue (below), if applicable, signifies that the course has been committed but have yet to be formally approved and/or conducted:

Quarter	Date	Name	Expenses	Cumulative	Remaining
<b>FUNDING OF 2015-16 HMEP CONTRACT = \$86,776.00</b>					
1	10/07/15	Hotel Accommodation to attend 10/8 TTF Meeting	\$ 129.00 <sup>2</sup>	\$ 129.00	\$86,647.00
	12/07-12/11/15	40-Hr. <i>Marine Firefighting</i> course [Hills/Pinellas/Tpa]	\$ 14,440.00 <sup>3</sup>	\$ 14,569.00	\$72,207.00
2	1/20 - 1/22/16	20-Hr. <i>Hazmat Symposium</i> [All Counties Districtwide]	\$ 9,438.00 <sup>4</sup>	\$ 24,007.00	\$62,769.00
	3/01 - 3/02/16	<b>Two 8-Hr. <i>Hazmat IQ</i> courses</b> [Manatee + Hills.]	\$ 11,465.00 <sup>5</sup>	\$ 35,472.00	\$51,304.00
3	6/01/16	8-Hr. <i>Chlorine Refresher</i> course [Manatee]	~\$ 1,500.00 <sup>6</sup>	\$ 36,972.00	\$49,804.00
4	7/18-7/22/16	40-Hr. <i>Hazmat Medic</i> course [Pinellas]	~\$17,000.00 <sup>7</sup>	\$ 53,972.00	\$32,804.00
	2/22-4/04/16 & 6/01 - 7/25/16	160-Hr. <i>Hazmat Cert.</i> course (4 Students) [Hernando]	~\$ 3,260.00 <sup>8</sup>	\$ 57,232.00	\$29,544.00
	Dates N/A	Acquire additional training Props for Regional Hazmat Trailer (i.e. A-Kit, B-Kit, C-Kit, Plugging/Patching Kits, and Clamps)	Costs TBD		
	Dates TBD	8-Hr. <i>Ammonia Refresher</i> course [Manatee]	Rates TBD		
	Dates TBD	<b>Three 8-Hr. "White Powder" courses</b> [Pinellas]	Rates TBD		
	Dates TBD	<b>Three 8-Hr. "Chemical &amp; Air Monitoring" courses</b> [Pinellas]	Rates TBD		
	Dates TBD	16-Hr. Assistant Safety Officer course [Manatee/Hillsborough]	Rates TBD		
	Dates TBD	8-Hr. Hazmedic Refresher course [Hernando]	Rates TBD		

**FOOTNOTES:**

1. "Course Management" (CM) fees consist of staff time to pre-plan, schedule, coordinate, recruit, contact instructor(s) and/or document approved course following conduct as well as facilitate instructor payment following conduct. To the extent available and/or appropriate, Course Management fees are often inclusive of staff's presence at the training for "welcoming" purposes and to identify the LEPC's role.
2. Batt. Chief Tom Bosley (Citrus County Fire Rescue) has requested and been granted authorization to additionally represent the Tampa Bay LEPC at most SERC's quarterly Training Task Force meetings. Per Bat. Chief Bosley's acknowledgment, expenses will be limited to a single night of accommodation (per meeting) with no provisions for Per Diem and/or other Travel expenses. The true costs will be reflected once determined.
3. The 40-Hr. *Marine Firefighting for Land-Based Firefighters* course cost was \$14,440 (i.e. \$11,000/Vendor [\$1,100 X 10 Students] + \$2,475/Lodging [5 Double-Occupancy Rooms X 5 Nights X \$99/night] + \$965 CM fee).
4. The 20-Hr. "*Hazmat Symposium*" expense was \$9,438 (i.e. \$4,550/Registration [\$175 X 26 Attendees] + 3,702 Lodging [13 Double-Occupancy Rooms X 2 Nights X >\$150/night max) + \$1,186 CM fee).
5. Two 8-Hr. *Hazmat IQ: Above the Line/Below the Line* courses cost was \$11,465 (i.e. \$10,900/vendor + \$565 CM fee).
6. One 8-Hr. *Chlorine Refresher* course will be proposed for conduct at the Manatee County Public Safety Center in Manatee County on June 1<sup>st</sup>. The course is estimated to cost ~\$1,500 (i.e. \$1,000/Vendor + ~\$500 CM fee). The true course cost will be reflected once actual costs are determined.
7. One 40-Hr. *Hazmat Medic* course has been proposed for conduct in Pinellas County. The course cost would be ~\$19,655 (i.e. \$18,655/Vendor + ~\$1,000 CM fee). However, Pinellas County would contribute \$2,655 towards course costs, rendering the LEPC with a cost of ~\$17,000. The true course cost will be reflected once actual costs are determined.
8. The LEPC will be proposing to fund the attendance of four Hazardous Materials Technicians from Hernando County Fire Rescue to attend the 160-Hr. Hazardous Materials Technicians Certification course at the State Fire College at an estimated cost of \$3,260 (i.e. \$2,760/Vendor [\$690/Student X 4] + ~500 CM fee). The true course cost will be reflected once actual costs are determined.

It is presumed that the Subcommittee will next convene one hour prior to the scheduled August 24, 2016 meeting (i.e. @ 9:30 a.m.) to, at minimum, refine the training schedule for FY 2015-16 and to strategize the requested training expenditures for FY 2016-17.

**TRAINING, WORKSHOPS & CONFERENCE OPPORTUNITIES** - Vice Chair Johnston advised that the SERT TRAC training calendar was included with the Agenda materials. It identifies a variety of courses that are being conducted within the District between now and September 2016. Frank DeFrancesco added that he is currently coordinating the final details and will be providing an 8-Hr. Chlorine Refresher on June 1<sup>st</sup> in Manatee County in association with the Chlorine Institute, Florida Chemical and Brenntag.

**2016 EMERGENCY RESPONSE GUIDEBOOKS** - Mr. Meyer identified that the U.S. Department of Transportation recently published the 2016 Emergency Response Guidebook in paperback form. As has been the case in the recent past, this Guidebook is updated and republished every four years. The Tampa Bay LEPC District will receive a total of 7,480 copies of the 2016 ERG in the very near future. I would like to thank Daniel DeForge for coordinating the use of FDOT warehouse facilities in Clearwater and Brooksville for the temporary storage of these guidebooks. Mr. Meyer will further coordinate pickup of designated allotments for Citrus, Hernando and Pasco County at the Brooksville location within 2-3 weeks following arrival. In an identical timeframe, Mr. Meyer will further coordinate the pickup of the designated allotments for Hillsborough, Pinellas and Manatee at the Clearwater location.

The following constitute the allotments for each agency:

ENTITY	BOXES (40 copies/Box)	COPIES	ENTITY	BOXES (40 copies/Box)	COPIES
Citrus County	20	800	Pinellas County	15	600
Hernando County	22	880	Port Tampa Bay	2	80
Hillsborough County	77	3,080	Frank DeFrancesco	2	80
Manatee County	26	1,040	Tampa Bay LEPC	8	320
Pasco County	15	600	<b>TOTAL→</b>	<b>187</b>	<b>7,480</b>

Due to the ease and availability of the ERG document electronically from the U.S. Department of Transportation’s Pipeline & Hazardous Materials website (i.e. <http://phmsa.dot.gov/hazmat/outreach-training/erg>), the number of hard copies to be provided to the Tampa Bay LEPC and all LEPCs statewide has been reduced dramatically. In 2012, the Tampa Bay LEPC received 17,320 copies of the publication and that excluded allocations for Citrus and Hernando County that were subsequently added to the Tampa Bay LEPC District. Now in 2016, with the expanded District territory, the Tampa Bay LEPC will only receive 7,480 copies in total.

According to the PHMSA website, the following constitute the refinements/improvements/updates of the 2016 ERG:

- ✓ **How to use this Guidebook” instructions are now in a flowchart**
- ✓ **Many sections have been expanded and/or revised, including:** Shipping documents (Papers); Table of markings, labels and placards and initial response guide to use on-scene; Rail car and road trailer identification charts (including more detailed information on each); Pipeline transportation; Protective clothing; Improvised explosive device (IED) safe stand off distance chart; Glossary; and Emergency response telephone numbers.
- ✓ **New sections have been added:** Local emergency response numbers (to be filled by user); Table of Contents; Globally harmonized systems (GHS) of classification and labeling of chemicals; and Information about emergency response assistance plans (ERAP) for Canadian users.
- ✓ **Index list of dangerous goods in order of ID number (yellow-bordered pages), and the Index list of dangerous goods in alphabetical order (blue-bordered pages):** Addition of all new dangerous goods listed in the UN; and Recommendations on the Transport of Dangerous Goods up to the 19<sup>th</sup> revised edition.
- ✓ **Emergency response guides (“Guides”/orange-bordered pages):** Revision of some guide information; Two guides have been added for adsorbed gases; and Identification of potential emergency response assistance plan (ERAP) products for Canadian users.
- ✓ **Table of initial isolation and protective action distances (Green-bordered pages):** Updated initial isolation and protective action distances (Tables 1 and 3) based on new toxicity data and reactivity research; and Added “Estimating wind speed from environmental clues” for Table 3.

**UPDATED LEPC POLICIES** - Included in the detailed LEPC Agenda materials was a strikethrough and underline version of all changes to LEPC Policies approved by the State Emergency Response Commission at their April 8<sup>th</sup> meeting. Some of the more notable changes were:

- update the membership category names
- remove the former recognition that when a Primary member vacates their membership, the Alternate is automatically and additionally removed
- allowance for the LEPCs to determine membership size which would/could be cognizant of meeting room size
- allowance for the LEPC to determine attendance and termination policies

**RISK MANAGEMENT PLAN SITE AUDIT/INSPECTION SCHEDULE FOR 2016** - Mr. Meyer identified that the SERC approved the statewide RMP Site Audits/Inspection schedule 2016. In the Tampa Bay LEPC District, inspections will be held at the following:

DATE	FACILITY	COUNTY
July 12, 2016	Chemical Formulators, Inc.	Hillsborough
July 13, 2016	Tampa Transflo Terminal	Hillsborough
July 14, 2016	Tampa Bay Fisheries, Inc.	Hillsborough
December 6, 2016	TSE Industries, Inc.	Pinellas
December 7, 2016	South Cross Bayou Wastewater Treatment Plant	Pinellas
December 8, 2016	City of Largo Wastewater Reclamation Facility	Pinellas

**ELECTRONIC TIER II REPORTING FORM** - Mr. Meyer recognized that approximately 90 percent of all applicable statewide facilities provide their hazardous materials inventories annually through E-Plan while the remaining ten percent file hard copies of reporting through the mail. Florida Division of Emergency Management has devised an electronic reporting form which would capture all the required information and would improve the legibility of reporting. When creating this form, it was FDEM's concerted effort to simulate the data entry fields of E-Plan "*as much as possible to cut down on possible confusion/inconsistency etc.*" The form can be completed and transmitted electronically or printed, completed and mailed. A copy of the form was provided with the LEPC Agenda materials.

**RECENT INCIDENTS IN TAMPA BAY LEPC DISTRICT** - Mr. Meyer advised that reports are generated by the (Florida) State Watch Office concerning the more serious hazardous materials incidents involving CERCLA 103/EPCRA releases, Section 304 releases and/or Natural Gas releases requiring evacuations. A summary of such incidents that occurred during the quarter was included in the LEPC Agenda materials. LEPC staff will continue to provide comparable information in future LEPC Agenda materials regarding incidents in Citrus, Hernando, Hillsborough, Manatee, Pasco & Pinellas Counties. There were only four identified for this past quarter.

**LEPC MEMBER COMMENTS/OTHER BUSINESS** - Vice Chair Johnston inquired whether there are any LEPC member comments or additional business to be brought before the LEPC.

LEPC member Gary Frank acknowledged recent receipt of an e-mail from Urban Area Security Initiative (UASI) staff advising of the increased threats of attacks on “the West: being made by Isis.

LEPC member Sharon Tarman identified that Manatee County will be hosting an ICS/Incident Commander course on June 13-17, 2016.

**TAMPA BAY LEPC LOGO SHIRTS** - Vice Chair Johnston advised members to contact John Meyer if interested in acquiring LEPC shirts.

**NEXT MEETING** - Vice Chair Johnston announced that the next LEPC meeting date is Wednesday, August 24, 2016 (same time and location).

**ADJOURNMENT** - Hearing no more business to be brought before the LEPC, Vice Chair Johnston solicited a motion to close the LEPC meeting (Jonathan Kemp), a second was provided by Sharon Tarman. The meeting was adjourned at 11:35 a.m.

Respectfully submitted and signed this 24<sup>th</sup> day of August, 2016

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John Meyer, Coordinator

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Jeff Patterson, Chair