

**NORTH CENTRAL FLORIDA LOCAL EMERGENCY
PLANNING COMMITTEE MINUTES**

Gainesville Regional Utilities
Eastside Operations Center, Gainesville, FL

Thursday, February 20, 2014
10:00 a.m.

MEMBERS PRESENT

Ron Mills, Chair
Frank Armijo
J.D. Brown for
 Tim Alexander
Billy Brideson for
 Mitch Harrell
Bill Ellis
Scott Garner
Matt Harris for
 Gracie Kennedy
Scott Holowasko
Paul Kremer
Donnie Land
Mark Milton for
 Steve Truluck
Shayne Morgan,
 Vice-Chair
John Mousa
David Peaton
Donnie Sessions
Dan Smith
T.F. Smoak
Ebbin Spellman for
 David Donnelly
Ed Ward

MEMBERS ABSENT

Mike Brimeyer
Tom Cisco
Clint Daugherty
Dave Dickens
Robert Garbett
Robyn Gedeon
Carl Glebowski
Keith Godwin
Sylvia Ifft
Brian Johns
Erica Kight
David Meurer
Kimberly Thomas

GUESTS PRESENT

Brian Bradshaw, FDEM
Tom Cartwright, Dumont
Krisha Cole, Suwannee
 American Cement
Al Leaphart, GREC
Rafael Sanchez, Select
 Specialty Hosp.
Dusty Shaw, Windstream
Ken Smith, Trademark
 Metals Recycling
Rusty Smith, Tri County
 Electric
Steve Spradley, Taylor Co
 EM
Chris Roeder
Amy Sweeny, SiVance

STAFF PRESENT

Dwayne Mundy

The meeting was called to order at 10:05 a.m.

I. CHAIRMAN'S REPORT AND INTRODUCTIONS

Chairman Ron Mills welcomed everyone and asked that they introduce themselves. He thanked Scott Holowasko and Gainesville Regional Utilities for hosting today's meetings. Chairman Mills reported on the last LEPC Chairs and State Emergency Response Commission meetings.

Chairman Mills reported on the Florida Emergency Preparedness Association events and the Hazards Analysis Working Group.

II. APPROVAL OF 15 AUGUST 2013, LEPC MEETING MINUTES

Action: It was moved by Shayne Morgan and seconded by Scott Garner to adopt the minutes of the November 21, 2013, LEPC meeting as printed. The motion passed unanimously.

III. LEPC BUSINESS ITEMS

Facility representatives attending today's meeting were welcomed. It was reported that this is the second meeting where E-Plan facility representatives were invited by email to participate in a continuing discussion on increasing coordination between facilities, responders, emergency management and the LEPC. It was announced that this meeting is part of the LEPC-declared Hazardous Materials Awareness Week (February 16-22, 2014).

The LEPC reviewed the comments presented by Staff at the December 11, 2013 Public Listening Session for Executive Order 13650 on Improving Chemical Facility Safety and Security. The following recommendations were presented:

- The Florida model of regional LEPCs supported by a state fee system has greatly helped create a successful statewide hazardous materials emergency preparedness program. It should be considered by other states that have a struggling LEPC system.
- E-Plan and CAMEO should be funded and available to ensure that responders, SERCs and LEPCs have ready access to key information. Hazards analyses need to be a critical part of community preparedness efforts, especially for identifying potential offsite impacts. CAMEO should continue to be the free tool for conducting hazards analyses for site regulated by EPCRA Section 302.
- Ammonium nitrate should be reported on Tier 2 forms to ensure that this information is available to responders. It is currently exempt from Tier 2 reporting.
- Florida's Hazardous Materials Awareness Week is an example of a best practice for LEPCs to focus facility and responder outreach.

The LEPC discussed status of the Hazards Analysis Working Group. Dwayne Mundy reported that he was elected Chair of the group during the January 31, 2014, meeting. He reported that a draft recommendation has been adopted and was being distributed for comments from counties and regional planning councils. He said that the overall goal is to streamline both what is required in a hazards analysis and the process used to review and approve them.

The hazards analyses is a required part of the LEPC plan under Section 303 of EPCRA, the current recommendation is HAs should be reviewed by the regional planning council and adopted by the LEPC as part of its annual plan update.

The following recommendations were discussed by the LEPC:

- The LEPC should approve the hazards analyses rather than the Division. The LEPC review should focus on coordination among facilities, fire departments, county emergency management. An improved streamlined review would be at a higher level than the current checklist-based reviews conducted by the Division. The primary focus would be on improving preparedness through increased coordination among facilities, emergency management, fire departments and the LEPC.
- The LEPC or counties should decide which half of the Section 302 sites should be visited each year. This would allow sites with large potential impacts to be a priority over sites with minimal impacts.
- A review tool needs to be developed to facilitate the review of CAMEO data. One idea being discussed is exporting the relevant data to a spreadsheet to speed up the process and being able to quickly determine if any required fields are missing.
- The identification of critical facilities within a given vulnerable zone should be automated and be easily updated based upon existing state, regional and county data. The Regional Planning Councils have collected critical facility information and locations as part of the Statewide Regional Evacuation Study. This could help remove duplication of planning efforts.

The LEPC discussed that this is the year to conduct an exercise and the Initial Planning Conference was conducted as part of the last LEPC meeting. A Midterm Planning Conference was held to continue planning the LEPC's biennial exercise. It was decided to hold a functional exercise in conjunction with an upcoming technician class.

IV. PUBLIC INFORMATION ISSUES

Vice-Chairman Shayne Morgan reported Public Information issues. He reported that no dates were selected for a statewide Hazardous Materials Awareness week next year, so the LEPC at its last meeting selected February 16-22, 2014, as Hazardous Materials Awareness Week in north central Florida. Activities included, "Improving Chemical Safety through Coordination and Electronic Reporting" and "How-to-Comply with Hazardous Waste and Used Oil Regulations" workshops earlier this week in Lake City.

Dwayne Mundy reported that facility representatives were invited to this meeting and that emergency responders were invited to participate in the afternoon Regional Hazmat Team meeting.

The 2014 Thomas Yatabe Awards from the State Emergency Response Commission were presented to the recipients present. Certificates of Appreciations were presented to Chief Frank Armijo, Ed Ward, Ron Mills and Matt Harris. The Yatabe award was presented to Shayne Morgan. These are in recognition of outstanding contributions made in supporting LEPC projects and helping increase hazardous materials safety in our communities.

It was reported that the LEPC is continuing the updating of the LEPC web pages. All membership categories remain filled.

V. FIRST RESPONDERS ISSUES

Chief Donnie Sessions, Vice-Chair of First Responders reported on First Responder issues. He discussed training classes, the State Emergency Response Commission Training Task Force, and the Regional Hazmat Team meeting being held today at 1:00 pm.

The LEPC discussed ensuring that firefighters have access to Tier 2 forms and that they are aware of electronic access available through E-Plan at <http://erplan.net>. The group discussed that a lack of error checking and a bug that overwrites the number of pounds continue to create errors in the information available to responders.

Next, the group discussed the Hazards Analysis Summary which is the HMEP Planning Project selected by the LEPC at its last meeting. Mr. Mundy stated one reason that this was selected was that it supports the LEPC goal of ensuring that chemical safety information is available in dispatch centers in a suitable format. The information will come from the hazards analyses conducted in CAMEO.

It was reported that the State Emergency Response Commission Training Task Force. State Training Task Force conducted the Second Annual Hazardous Materials Symposium held in conjunction with Fire Rescue East on January 23-24, 2014, in Daytona Beach. He added that there was a hazmat team competition this year which was entered by three teams with only two teams winning prizes.

Upcoming classes include a 160 Hour IAFF Technician Class starting April 1, 2014 in Lake City, and an 8-hour Awareness Level class being held in Madison.

VI. OTHER BUSINESS AND INFORMATION REQUESTS

It was reported that no out of the ordinary requests or information had been received this quarter. Dwayne Mundy reported on participating in a conference call to develop a scope of work for the Division to contract the development of a Supplemental Environmental Project website as a means of potentially providing additional funding to hazmat response teams and fire departments.

VII. NEXT MEETING DATE AND LOCATION

The next meeting date was discussed and set for Thursday, May 29, 2014 at 10:00 am at PCS Phosphate in White Springs (Hamilton County). It was anticipated that the Regional Hazmat Team will meet at 11:30 am that same day and location. It was moved and the meeting was adjourned at 11:25 a.m.



Chairman



Date

N:\LEPC\minutes\LEPC_minutes-20feb2014.docx