

Approved  
6-1-17

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

Location: Gilchrist County  
Emergency Operations Center, Bell, FL

February 16, 2017  
10:00 a.m.

**MEMBERS PRESENT**

Shayne Morgan, Chair  
Frank Armijo  
Cassidy Carlile  
Sandi Courson  
Jordan Dern  
Steven 'Pat' Feagle  
Gracie Kennedy  
For Matt Harris  
Scott Holowasko  
Bruce Jordan  
Michael Laycock  
David P. McIntire  
Erin Miller  
Chris Gilbert  
For Augustin Olmos  
David Peaton, Vice Chair  
Ralph Smith  
Ed Ward

**MEMBERS ABSENT**

Tim Alexander  
Ken Braswell  
Todd Clifford  
Kevin Denney  
Richard Dennis  
Dave Dickens  
Matt Dotty  
Jimmie Enderle  
Michael Fowler  
Robert Garbett  
Scott Garner  
Robyn Gedeon  
Ronald Grant  
Mitch Harrell  
Jeff Huffman  
Brian Johns  
Peter Kaminski  
Paul Kremer  
Henry Land  
Marc Land  
John MacDonald

**MEMBERS ABSENT**

Randy Ming  
Roger Nogaki  
Dan Still  
Tim Smoak  
Kimberly Thomas  
Ed Ward

**GUESTS PRESENT**

James Campbell

**STAFF PRESENT**

Dwayne Mundy

The meeting was called to order at 10:03 a.m.

**I. CHAIRMAN'S REPORT AND INTRODUCTIONS**

Chair Shayne Morgan welcomed everyone to the LEPC meeting and asked that they introduce themselves. Ralph Smith welcomed everyone to the Gilchrist County Emergency Operations Center and provided a facility briefing. Shayne Morgan discussed the recent State Emergency Response Commission meeting, hazardous materials symposium, and hazardous materials team self-assessments.

**II. APPROVAL OF NOVEMBER 17, 2016 MEETING MINUTES**

**Actions: It was moved by Ralph Smith and seconded by David McIntire for approval of the minutes of the November 17, 2016 meeting. The motion passed unanimously.**

III. Role of LEPC's and local responders with Risk Management Program facilities and hazardous waste generator facilities.

The group reviewed the recent Federal Register notice of rules on the Accidental Release Program requirements for enhanced coordination with local emergency responders. A summary of the changes was discussed and pertinent sections were referenced as highlighted in the Federal Register hand out.

It was noted that there is a requirement for an annual coordination meeting which the LEPC has done for the last few years.

Chris Gilbert discussed similar new requirements for small quantity and large quantity generators of hazardous waste. It was decided that the annual coordination meeting should move forward and that this should be an item that should be continually be monitored.

IV. LEPC BUSINESS ITEMS

An update on Tier Two reporting and hazards analysis was given. Dwayne Mundy reminded the group that March 1st is the deadline each year for submitting chemical inventory information online using e-plan. He said that there over 10,000 facilities that report in Florida and of this week half of them have already updated their data.

The update of the hazard analysis was discussed next. It was noted that March 1st is also the deadline of the submission of the second half of those. Dwayne Mundy stated that the Hazards Analysis Working Group will be conducting a survey of hazardous analysis hazards analysis users and Section 302 facilities to determine improvements to the program.

After a discussion, it was concluded that one enhancement would be to offer additional training on accessing information on both E-Plan, CAMEO and hazards analysis. It was decided that prior to the next LEPC meeting starting at 9 a.m. that a workshop would be held for emergency responders on accessing information using e-plan.

The group reviewed hazardous materials incident reported to the State Watch Office. This information is contained in the packet distributed for the state emergency response commission meetings.

Next, the counties reported on hazardous materials incidents and activities in their counties. Columbia County reported that in April an HSEEP training class will be held and in June a hurricane awareness class from the University of Hawaii will be presented. There was a lengthy discussion of a recent incident involving crystalized picric acid that resulted in it being exploded by the bomb squad and heard 7 to 8 miles away. There was a discussion of what old chemicals and the hazards they may present could be contained in our high schools.

Gilchrist County has scheduled a propane class to be held on April 11, 12 & 13th. This is a one day class repeated 3 times and 4 CEU's are available. Madison County reported participating in the hazards analysis site visits and a mass casualty exercise. Marion County reported that they will be participating in the upcoming hazards analysis visits. The Ocala fire department reported that they did a drill with Chaney Brothers which has a large ammonia refrigeration system.

Levy County reported that their hazards analysis are complete and that a gas pipeline presentation will be given to the County Commission soon. They said they are still busy with the impacts of Hurricane Hermine which hit the Gulf Coast earlier last year.

City of Gainesville discussed a recent response to a hazardous materials incident at Permafix. It was noted that this facility is directly across the street from the LEPC office. Michael Laycock reported that Florida Gas Transmission Company can provide good information on pipeline responses and is available to participate in table top exercises. Gracie Kennedy reported on the Department of Environmental Protection activities related to the Governors Executive Order Emergency Notice requiring facilities to report chemical releases. The group discussed that legislation is being filed during this session that will address the reporting of chemical releases.

It was announced that LEPC classes are once again able to be advertised on SERT TRAC.

## V. PUBLIC INFORMATION ISSUES

The recipients of the State Emergency Response Commission Yatabe certificates of appreciation were invited to the front and presented with certificates. It was mentioned that the winner of the Thomas Yatabe Outstanding Achievement Award was Chip Wildy from Marion County Emergency Management and his award was presented by the State Emergency Response Commission at their last meeting.

The ongoing project of distributing shelter in place flyers and conducting training was discussed.

**Action: It was moved by Chris Gilbert and seconded by Bruce Jordan to adopt the shelter in place flyer and make it available for distribution to our local governments, fire departments, and facilities. The motion passed unanimously.**

The status of the LEPC membership was discussed. It was noted that representatives from the news media and law enforcement could be used on the LEPC.

VI. FIRST RESPONDERS ISSUES

An update was given on the hazardous materials training program. Responders were reminded to put in any request for training classes and supplies that would be needed. Updates included a train the trainer class on using the new HAZSIM air monitoring simulator.

Next the committee discussed the biennial Local Emergency Planning Committee exercise. The City of Gainesville decided that they would not participate this year in another joint multi regional LEPC exercise with the Northeast District. After a discussion, it was decided to hold a tabletop exercise after the next LEPC meeting with a scenario involving the transportation and release of aviation jet fuel. The concepts and objectives of this exercise were discussed further.

The hazardous materials response teams were reminded to please complete and return the hazardous materials team assessments. This is a multi-year effort being coordinated through the Florida State Fire College and the initial step is to do a self-assessment. Later on some teams will swap assessments with other teams to have an outside look at capabilities.

Dwayne Mundy announced that the Regional Planning Council has decided that we are unable to conduct a hazardous materials project this year which would result in additional funding being available for training purposes. It was decided that the continuation of the hazardous materials highway commodities flow study could be done by volunteers with the LEPC staff primarily collecting and entering information. It was decided that the priorities should be on identifying what other chemicals are being transported through our region. Other than gasoline, propane, and other fuels which comprise the vast majority of the observations.

VII. OTHER BUSINESS AND INFORMATION REQUESTS

The group was reminded that the Regional Hazardous Materials Response Team Policy Board meeting was being held in the same location today at 1:00 p.m.

VIII. NEXT MEETING DATE AND LOCATION

It was decided that the next meeting would be held June 1, 2017 at 10:00 a.m. at the Columbia County Emergency Operations Center in Lake City. The meeting was adjourned at 11:22 a.m.



Chairman

6-1-2017

Date