

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

Location: Bradford County
Emergency Operations Center, Starke, FL

August 18, 2016
10:00 a.m.

MEMBERS PRESENT

Shayne Morgan, Chair
Frank Armijo
Cassidy Carlile
Sandi Courson
Sam MacDonell
Jordan Dern
Robert Garbett
Scott Holowasko
Brian Johns
Bruce Jordan
David Peaton, Vice Chair
Dan Smith
David McIntire
Ed Ward
Alan Whigham
Matt Doty
Roger Sims
Chris Gilbert
 For Augustin Olmos
Keith Knelle
 For David Still

MEMBERS ABSENT

Tim Alexander
Ken Braswell
Todd Clifford
Kevin Denney
Richard Dennis
Dave Dickens
Jimmie Enderle
Scott Garner
Robyn Gedeon
Carl Glebowski
Ronald Grant
Mitch Harrell
Matt Harris
Jeff Huffman
Peter Kaminski
Paul Kremer
Henry Land
Marc Land
John MacDonald
Erin Miller
Randy Ming

MEMBERS ABSENT

Stewart Robinson
Ebbin Spellman
Tim Smoak
Kimberly Thomas

GUESTS PRESENT

Pat Feagle
Gina Mendicino

STAFF PRESENT

Dwayne Mundy

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

I. CHAIRMAN'S REPORT AND INTRODUCTIONS

Chair Shayne Morgan welcomed everyone to the LEPC meeting and asked that they introduce themselves. He reported on the last LEPC Staff and Chairs and State Emergency Response Commission meetings held in St. Augustine. He also reminded the group that it is time for the annual Thomas Yatabe Awards and that if you had any suggestions to forward them to him. A Shelter In-Place Train-the-Trainer class was conducted prior to the LEPC meeting.

II. APPROVAL OF MAY 26, 2016, MEETING MINUTES

Actions: It was moved by David Peaton and seconded by Ralph Smith for approval of the minutes for the May 26, 2016 meeting. The motion passed unanimously.

III. PRESENTATION

Ms. Brooke Martin from CSX Transportation gave a presentation on hazardous materials being transported by CSX by rail through the LEPC region. CSX has two major routes: one from north to south and one from east to west. Detailed reports on hazardous materials commodities for each impacted county were distributed to the appropriate organizations.

Ms. Martin discussed the various safety programs in place at CSX railroads. Topics discussed included what to expect when working with CSX at an incident, and how to contact the railroad for additional information. The emergency number to call is 1-800-232-0144.

IV. LEPC BUSINESS ITEMS

Membership of the LEPC was discussed. It was reported that the State Emergency Response Commission made biannual appointments at the last meeting. Currently all occupational categories and counties are represented. The group discussed changes in future membership as well as corrections to be made to the sign in sheet. It was decided that the elections should be held at the next meeting.

Next each county and its municipalities had the opportunity to report on hazardous materials activities and exercises which occurred since the last LEPC meeting. Alachua County reported that a FEMA sponsored virtual table top exercise involving chlorine was conducted at the emergency operation center. A number of meth lab incidents have also occurred. It was reported that David Boozer was retiring as chief of the Columbia County Fire Department and Chief Armijo was entering drop.

It was reported that in Dixie County awareness and operations level training being conducted. Levy County reported that they had an incident involving a boat sinking and that Chief Harrell will begin working for Levy County Fire Rescue rather than Gilchrist County. Marion County reported that the Ocala Fire Department was responding to between one and two meth labs incidents per week. A number of students from both Marion County Fire Rescue and Ocala Fire Rescue have attended the hybrid technician class offered at the Florida State Fire College.

An update was given on Tier Two reporting and hazards analyses. Dwayne Mundy reported that the Hazard Analysis Working Group has been reviewing tier two reporting and that approximately 25% of the tier two forms indicate that they are a Section 302 site yet they do not have an Extremely Hazardous Substance which must be present in order to be a Section 302 site. The group discussed the next annual

meeting and inviting all facilities to attend. It was concluded that with a March 1st reporting deadline, that it would be better to hold this workshop in November rather than late February less than two weeks from the Tier 2 reporting deadline of March 1st. A workshop aimed at improving accuracy on Tier 2 reporting will be held prior to the LEPC meeting.

It was reported that Chip Wildy from Marion County Emergency Management made arrangements to go to the State Logistics Resource Center in Orlando and pick up a pallet and a half of 2016 Emergency Response Guidebooks. He then delivered them to the LEPC office. Dwayne Mundy reported that he has boxes in the back of his SUV for counties to take home today.

Mr. Mundy reported that the draft LEPC emergency response plan is available online and has been reviewed and approved by the Florida Division of Emergency Management. He said that the biggest change was adding information on Levy and Marion Counties. This includes hospitals, response resources, and news media contacts. The LEPC adoption of the plan will be on the agenda for the next meeting.

V. PUBLIC INFORMATION ISSUES

Public information Vice Chair David Peaton reminded the group that the 30th anniversary of the passage of the Emergency Planning and Community Right-to-Know Act is this year and that Hazardous Materials Awareness Week was coinciding with this anniversary.

Dwayne Mundy reported that planned activities include contacting critical facilities within the threat zones of Section 302 worst-case scenarios and providing them with shelter in place information. The other activity would be contacting all local governments and asking them to also proclaim Hazardous Materials Awareness Week and reminding them that their first responders are the front line of protecting our residents from chemical releases.

VI. FIRST RESPONDER ISSUES

The Regional Hazardous Materials Response Team Chair Dan Smith reported on a statewide hazardous materials team assessment. He said that although Gainesville is the only state-funded team in the LEPC district, that the self-assessment document should be sent to all of the Regional Hazmat Team members and encourage them to do a self-assessment. The methodology suggested was that Gainesville Fire Rescue would partner with another state-funded hazardous materials response team from the Northeast Regional Domestic Security Task Force district and they would swap onsite assessments.

Next, the first responders training program and hazardous materials classes were discussed. The group was referenced to a summary of the training that has been conducted this year as well as a few remaining classes to be completed before

October 1, 2016. The group discussed possible training equipment that could be purchases with the remaining funds.

Fire departments were reminded to enter projects into the supplemental environmental project database just in case a facility has the option of being fined or purchasing equipment for a fire department.

Dwayne Mundy reported on the commodity flow study which is this year's planning project under the Hazardous Materials Emergency Preparedness grants. He stated that for the over the road portion of the study and that additional volunteer hours are needed as a soft match. He said he will be distributing a package soon and asked if departments could contribute at least two hours of counting placards on either I-10, I-75, US 301, or US 27.

It was reported that the Regional Hazardous Materials Response Team Policy Board was meeting today at 1:00 pm in the same location.

An update was given on the status of the pipeline technical assistance grant that was awarded to the regional hazardous materials response team. The table top exercises have been completed and a draft press release was reviewed by the group.

VII. NEXT MEETING DATE AND LOCATION

It was decided at the next meeting of the LEPC will be held on November 17, 2016, at the Gainesville Regional Utilities Eastside Operations Center. This will be the annual meeting where all facilities are invited and a How to Comply workshop focusing on correcting errors into Tier Two reporting will be held from 8:30 to 9:30 am prior to the LEPC meeting. The meeting was adjourned at 11:39 am.



Chairman

11/17/2016

Date