

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

Location: Cedar Key Community Center  
Cedar Key, Levy County, FL

August 16, 2018  
10:00 a.m.

**MEMBERS PRESENT**

Shayne Morgan, Chair  
Darian Brown  
Tim Westbury  
Robert Garbett  
Scott Garner  
Sandi Courson  
Kevin Carr  
J.L. Waldron  
Christopher Bond  
Ebbin Spellman  
Chris Leavitt  
Bruce Jordan  
Michael Laycock  
David McIntire  
David Peaton, Vice-Chair  
Ralph Smith  
Sharon Hingson  
Ed Ward

**MEMBERS ABSENT**

Frank Armijo  
Tim Alexander  
Cassidy Carlile  
Dave Dickens  
Matt Doty  
Michael Fowler  
Mitch Harrell  
Michael Holmes  
Scott Holowasko  
Jeff Huffman  
Paul Kremer  
Henry Land  
Marc Land  
John MacDonald  
Augustin Olmos

**MEMBERS ABSENT**

Tim Smoak  
Lisa Sprague  
David Still  
Alan Whigham

**GUESTS PRESENT**

**STAFF PRESENT**

Dwayne Mundy

The meeting was called to order at 10:10 am.

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

Chair Shayne Morgan called the meeting to order. Everyone introduced themselves and Shayne Morgan gave a brief Chair's report. Chair Morgan reported on the most recent State Emergency Response Commission Meeting. David Peaton welcomed everyone to Cedar Key and Levy County.

**II. APPROVAL OF THE MAY 24, 2018 MEETING MINUETS**

**Action: It was moved by Ed Ward and seconded by Scott Garner to adopt the meeting minutes as presented. The motion passed unanimously**

**III. ELECTION OF OFFICERS**

Shayne Morgan, Columbia County Emergency Management Director was re-elected as Chair. David Peaton, Assistant Director Levy County Emergency Management was re-elected as Vice-Chair, Public Information. City of Madison Fire Chief Bruce Jordan was elected as Vice-Chair,

First Responders. Gainesville Fire Rescue District Chief - Emergency Manager was appointed as the new Training Task Force representative.

#### IV. BUSINESS ITEMS

The Local Emergency Planning Committee reviewed the new support contract scope of work and supported the idea of a fixed fee agreement. The Committee also reviewed lists of the extremely hazardous substances contained in the region and the Section 302 facilities in each county that are included in the hazards analyses for each county.

It was reported that a U.S. Department of Transportation, Pipeline and Hazardous Materials Safety Administration Technical Assistance Grant is being used to provide three four-gas detectors and calibration kits to the following local governments: City of Gainesville, Bradford County, Columbia County, Dixie County, Gilchrist County, Hamilton County, Lafayette County, Levy County, City of Madison, Suwannee County and Taylor County.

The purpose is to increase capabilities for responding to natural gas pipeline incidents. Firefighters in each county need to be able to respond to a natural gas leak and determine if an area is vulnerable to a flammable threat. Training with the Health Care Coalitions was discussed as well as how to manage chemically contaminated victims. Counties were asked to report on Hazardous Materials Incidents and Activities that have occurred in their counties.

The Annual How-to-Comply workshop will be held on November 8, 2018, in Gainesville. The Florida Department of Environmental Protection Tanks Database is being used to invite facilities that appear to have Tier 2 reporting requirements but are not reporting. This includes non-retail facilities and sites with above ground tanks of 2,000 gallons or more.

#### V. PUBLIC INFORMATION ISSUES

The group discussed the update of the emergency response plan and that no significant changes are included in the update this year. Next, the group discussed other public information issues including a recommendation to present hazardous materials information during hurricanes since they are not the only hazards to threaten a county. Updates were given on Tier II reporting, and that the annual update of the hazardous analyses.

The Shelter In-Place page on the Local Emergency Planning Committee webpage has been updated and is available for each county emergency agency to link to the information. The Local Emergency Planning Committee is interested in participating in three full-scale pipeline exercises to be held next year.

#### VI. FIRST RESPONDER ISSUES

The group reviewed the hazardous materials first responders training classes that were held during the last fiscal year. Highlights included sending individuals to the Hazardous Materials Symposium and conducting two hybrid 160-hour technician classes. Current offerings include two air monitoring classes and the first one-half of the hybrid technician class in Levy County.

David Peaton discussed the use of drones in hazmat and emergency management situations.

VII. OTHER BUSINESS AND INFORMATION REQUESTS

No other business or information requests were made.

VIII. NEXT MEETING DATE AND LOCATION

It was decided the next meeting will be held in Gainesville on November 8, 2018 at 10:00 a.m.

The meeting was adjourned at 11:09 a.m.

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Chair

\_\_\_\_\_  
Date