

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

Gilchrist County EOC  
Bell, Florida

Thursday, 15 November, 2012  
10:00 a.m.

**MEMBERS PRESENT**

Ron Mills, Chair  
Frank Armijo  
Bill Ellis  
Gracie Kennedy  
David McIntire for  
Donnie Sessions  
Shayne Morgan  
John Mousa  
David Peaton  
Edye Rowell

**MEMBERS ABSENT**

Tim Alexander  
Mike Brimeyer  
Tom Cisco  
Clint Daugherty  
David Donnelly  
Robert Garbett

**MEMBERS ABSENT**

Scott Garner  
Keith Godwin  
Carl Glebowski  
Scott Holowasko  
Sylvia Ifft  
Brian Johns  
Erica Kight  
Paul Kremer  
David Meurer  
Jennifer Paris  
Casey Schmelz  
Alton Scott  
T.F. Smoak  
Kimberly Thomas  
Steve Truluck  
Ed Ward  
Megan Wetherington

**GUESTS PRESENT**

Brian Gibson, FDEM

**STAFF PRESENT**

Dwayne Mundy

The meeting was called to order at 10:06 a.m.

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

Chair Ron Mills welcomed everyone and asked that they introduce themselves. Ron thanked David Peaton for hosting today's meeting. Chair Mills reported on the upcoming Florida Emergency Preparedness Association (FEPA) annual meeting and said that many Advanced Placement Series classes will be available. He also reviewed the recent Current Issues in Emergency Management meetings and the basic Emergency Management Academies offered by both the Florida Division Management and FEPA.

**II. APPROVAL OF 23 AUGUST 2012, LEPC MEETING MINUTES**

**Action: It was moved by Shayne Morgan and seconded by Gracie Kennedy to adopt the minutes of the 23 August 2012, LEPC meeting as corrected. The motion passed unanimously.**

### III. LEPC BUSINESS ITEMS

It was reported that the meeting packet contained a list of LEPC members recently appointed by the State Emergency Response Commission. These appointments are for a two year term to expire in October, 2014.

Policies for LEPC members were included in the packet and were reviewed. It was noted that the Officers for this LEPC include Chair (Ron Mills), Vice-Chair; First Responders (Donnie Sessions), and Vice-Chair; Public Information (Shayne Morgan). Dwayne Mundy reported that he has identified no interested in any members running against the current slate of officers.

**Action: It was moved by Ron Mills and seconded by Shayne Morgan to close nominations from the floor and re-elect the current slate of officers by acclamation. The motion passed unanimously.**

The Hazardous Materials Emergency Preparedness grant program was discussed next. It was reported that typically the LEPC selects its planning project at its November meeting; however, the Division of Emergency Management requested a selection be made at the most recent LEPC Staff and Chairs Meeting. Chairman Mills reported that we selected Option 2: Educational and Safety Workshops. The reason for this was a recent hazardous materials related death in Columbia County. It was also decided that these workshops would be held during Hazardous Materials Awareness week, which is scheduled for February 10 - 16, 2013.

Next, the LEPC reviewed the training results from the recently completed fiscal year. It was reported that a total of 203 students were trained in 16 classes for a total of 2,760 hours. Classes included Awareness Level, Operational Level, Technician Level and Incident Command.

The division of the LEPC's training funds into two separate time frames during one fiscal year was discussed. It was reported that it is creating difficulty in scheduling a 160 hour Technician Class which for the past few years has traditionally started in January. It was decided that this fiscal year the LEPC should focus on doing refresher training classes of 16 hours each in Bell, Lake City, and Suwannee County.

Dwayne Mundy reported that near the conclusion of the last LEPC Staff and Chairs meeting, Division of Emergency Management hazmat program manager Paul Wotherspoon announced that he will no longer fund counties and regional planning councils to conduct hazards analyses at Section 302 sites. It was also reported that there was near universal disagreement with this position from the LEPC staff and chairs present. A subcommittee has been established which will review why we conduct the hazards analysis as well the usefulness of them.

The usefulness of conducting site visits was discussed by the LEPC and it was concluded that the continuation of the hazardous analysis should be strongly supported. It was noted that the interactions between the LEPC staff, local responders, emergency

management and facility operators is critically important in the increasing of safety for responding to chemical incidents.

It was also discussed with facility representatives that the information collected by the Division of Emergency Management and distributed electronically to fire fighters continues to be extremely unreliable and contains numerous errors.

One Section 302 facility reported that the Florida HMIS data base falsely reported the facility stored 23 million pounds of solid rocket propellant. A second Section 302 reported that when they reviewed the Florida HMIS data they found 66 errors from their most recent Tier II submission. It was reported that the intent of eliminating the site visits was so that the money could be spent by the Division of Emergency Management on new database software rather than providing \$470,000 per year to counties and LEPCs to do site visits.

The LEPC strongly supported the continuation of site visits to collect and verify emergency planning information.

It was reported that the Federal reporting criteria for Tier II chemical inventory forms has been changed starting with the 2013 reporting year, which is due to the LEPCs, Fire Departments and the SERC in March of 2014. It was noted that changes included a better accounting of mixtures of chemicals as well as a text description of the container types rather than a code for them.

The LEPC discussed the submission of electronic data to the LEPC for reporting year 2012. It was noted that the LEPC last year approved the use of the federal Tier II submit software for electronic submission of data to the LEPC. It was reported that this software works very well, is liked and already used by many facilities because it is standardized nationwide and easy to use. It was also noted that using this freely available software does not have data conversion problems that plague the current Florida database which results in numerous errors being reported to emergency responders using E-Plan.

Florida Division of Emergency Management Area Coordinator Brian Gibson was introduced and asked to provide some comments on current emergency management issues. He encouraged the use of SERC TRAC as a registration tool for classes. He said that Florida is monitoring the disaster assistance requests and activities in the northeast related to Hurricane Sandy. He said that Florida may become more involved as the disaster moves into the recovery phase from than the response phase. He also stated that assistance form adjacent, closer FEMA regions are now active and that Florida is monitoring Emergency Management Assistance Compact (EMAC) requests for mutual aid.

#### IV. PUBLIC INFORMATION ISSUES

Public information Vice-Chairman Shayne Morgan reported on the State Emergency Response Commission Yatabe Award winners. It was noted that this year's theme for the

nominations focused on the Risk Management Program (RMP). The Yatabe Award winner is Dr. Paul Kremer from Millikan and Company in recognition of his long time contributions to the LEPC. Certificates of Appreciation were awarded to Florida Division of Emergency Management Risk Program staff members G.W. Lupton and Robert Dietrich, Gainesville Regional Utilities Murphy Water Plant, Millikan & Company, and Southern States Cooperative-Trenton. These companies participated in Risk Management program audits during the last fiscal year. It was noted that since the nominations, Buckeye and the City of Perry Wastewater Treatment Plant have also undergone RMP audits. Also recognized with certificates were retired Gilchrist County Fire Chief William Careccia and Regional Planning Council staff Jean Strong, who prepares and organizes certificates for LEPC training classes.

Vice-Chair Morgan reported that much work has been completed on updating the LEPC web page. He added that Outlook calendar invitations are now being sent to LEPC members to invite them to meetings in addition to the list server.

It was noted that the topic for Hazardous Materials Awareness week would be safety outreach seminars. No other public information issues were identified.

#### V. FIRST RESPONDERS ISSUES

It was reported by Dwayne Mundy that counties will soon be starting the updates of their Multiyear Training and Exercise Plans (MyTEP). The goal is to schedule possible training classes and exercises three years in advance to allow collaboration between various organizations. It was noted that Alachua County has already conducted a county workshop and that probable LEPC classes should be included in each counties updated plans. Dwayne Mundy said he hopes that placing classes in a regional MTEP should replace the current process of individually having classes approved by the Division.

It was reported that approximately a pallet and a half of the 2012 Emergency Response Guide books have been distributed to public safety responders in the 11 counties. Dwayne Mundy stated that since there are only around 20 boxes left for the next three years that he is working to have some additional books shipped to the regional planning council.

Newly re-elected Chair Ron Mills appointed Gainesville Special Operations Chief Donnie Sessions as the District 3 LEPC representative on the State Emergency Response Commission Training Task Force.

The LEPC decided that they would like to conduct a tabletop exercise in mid July of the next year and directed staff to start the process to make that happen.

It was noted that the Regional Hazmat team policy board would meet at 1:00 p.m. today following lunch at this location.

VI. OTHER BUSINESS AND INFORMATION REQUESTS

David McIntyre from Gainesville Fire Rescue thanked the LEPC for their use of the Hazmat boot camp for a recent evaluation of potential lieutenant promotions.

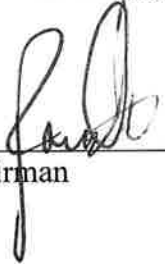
Gracie Kennedy announced that the new address of the Florida Department of Environmental Protection Office of Emergency Response is now:

8800 Baymeadows Way West, Suite 100, Jacksonville, FL 32256

VII. NEXT MEETING DATE AND LOCATION

The next meeting was set for Thursday, 14 February, 2013 at 10:00 am at the Gainesville Regional Utilities Eastside Operations Center, with a chemical safety seminar following after lunch. While the LEPC meeting is being conducted, the Alachua County Environmental Protection Department is anticipated to be holding a Hazardous Waste How to Comply seminar.

It was moved and the meeting was adjourned at 11:27 a.m.

  
\_\_\_\_\_  
Chairman

2/14/2013  
\_\_\_\_\_  
Date

N:\LEPC\minutes\LEPC\_minutes\_15Nov.2012.docx