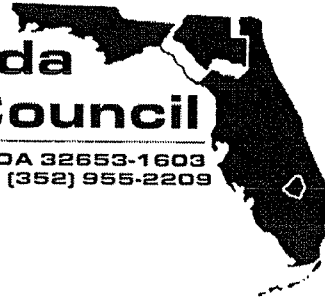


North Central Florida Regional Planning Council

2009 NW 67 PLACE, SUITE A, GAINESVILLE, FLORIDA 32653-1603
(352)955-2200 SUNCOM 625-2200 FAX (352) 955-2209



PRELIMINARY AGENDA NORTH CENTRAL FLORIDA (DISTRICT 3) LOCAL EMERGENCY PLANNING COMMITTEE

Suwannee County Emergency Operations Center
Live Oak, Florida

Thursday, 12 August 2010
10:00 a.m.

- I. INTRODUCTIONS AND CHAIRMAN'S REPORT
- II. APPROVAL OF 20 MAY 2010, MEETING MINUTES
- III. LEPC BUSINESS ITEMS
 - Review of LEPC Appointments for July 1, 2010 to June 30, 2012
 - Biennial Election of Officers – Chair, Vice-Chair: Public Information, and Training Task Force Representative
 - After Action Conference for “Chill Wind” Tabletop Exercise
 - Nominations for SERC Awards
 - Annual Update of LEPC Emergency Plan - www.ncflepc.org/plan/lepcPlan.pdf
- IV. FIRST RESPONDER ISSUES
 - Oil Spill Issues - Open Discussion
 - Hazmat Training Schedule and Report
 - Regional Hazmat Team Update (Meeting 1:30 p.m.)
 - E-Plan Data and Hazards Analysis Update
 - Regional Domestic Security Task Force Issues
- V. PUBLIC INFORMATION ISSUES
 - Feedback on the New Florida On-Line Tier 2 Reporting System
 - Hazmat Awareness Week 2011 – Shelter In-Place
- VI. OTHER BUSINESS AND INFORMATION REQUESTS
- VII. NEXT MEETING DATE AND LOCATION

II.

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

PCS Phosphate
White Springs, Florida

Thursday, 20 May 2010
10:00 a.m.

MEMBERS PRESENT

Ron Mills, Chair
Billy DuCoeur
Bill Ellis
Robert Garbett
Sylvia Ifft
Brian Johns
Paul Kremer
Jaime Montes
John Mousa
Alton Scott
Donald Sessions
Megan Wetherington

MEMBERS ABSENT

Frank Armijo
Mike Brimeyer
Bill Coughlin
David Donnelly
Scott Garner
Keith Godwin
Scott Holowasko
John Hudson
Brian Johns
Melissa Jones
Gracie Kennedy
Rodger Mallard

MEMBERS ABSENT

Keith McInnis
David Meurer
Shayne Morgan
Jennifer Paris
Verne Riggall
Edye Rowell
Kimberly Thomas
Frank Waters
Steve Truluck

GUESTS PRESENT

Henry Land, Hamilton EM

STAFF PRESENT

Dwayne Mundy

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

DRAFT

I. CHAIRMAN'S REPORT AND INTRODUCTIONS

Chair Ron Mills welcomed everyone to the LEPC meeting and asked that they introduce themselves. He thanked Bill Ellis and PCS Phosphate for hosting today's meeting.

Chair Mills reported that he has received numerous positive feedbacks on the Technician Level Class taught by Donnie Sessions and Dan Smith. He also reported on recent and upcoming FEPA and DEM Area 3 events, as well as the Governor's Hurricane Conference.

II. APPROVAL OF 19 FEBRUARY 2010, LEPC MEETING MINUTES

Action: It was moved by Alton Scott and seconded by Ed Ward to adopt the minutes of the 19 February 2010, LEPC meeting as written. The motion passed unanimously.

III. LEPC BUSINESS ITEMS

It was reported that the current terms of LEPC members are expiring and that new appointments or reappointments need to be made for the two year term beginning July 1, 2010. Committee members were asked if anyone did not wish to be reappointed. Categories needing representatives were reported as new media, community groups, and law enforcement. Members were asked to send in any recommendations for nominees, and alternates to Dwayne Mundy.

A midterm planning conference for the 17 June, 2010 table top exercise was conducted. The group discussed the scenario that would involve refrigerated warehouses using anhydrous ammonia. The table top will involve the facility operators as well as their local initial First Responders and/or Emergency Management. It was decided the final module would include involvement of the Regional Hazardous Team. Facilities being targeted for the exercise include PFG Foods, Gainesville; Baugh South, Alachua; US Cold Storage, Lake City; Target Warehouse, Lake City; and Pilgrim's Pride, Live Oak.

IV. FIRST RESPONDER ISSUES

The group had an open discussion of any oil spill issues. The group discussed the training requirements necessary for being involved with a spill cleanup. Dwayne Mundy reported that he has heard that both the 24 hour hazardous materials technician OSHA standards and the 40 hour HAZWOPER site cleanup standards being utilized. John Mousa reported that he was informed that the 24 hour standard is being utilized. It was reported that no state volunteers are to have contact with the spill cleanup operations being organized by Emergency Support Function 15 volunteers. The question was asked what level of training BP will commit to for providing for volunteers. It was noted that the management of this disaster is different in that the Federal Government and BP are in charge and not state and local Emergency Management officials.

Sylvia Ifft reported that the North Florida Regional Domestic Security Task Force is working on hardening targets, including fire departments with hazardous materials teams that are part of the RDSTF regional response network.

Dwayne Mundy reported on the status of the hazardous materials training program. He said that the majority of funds for this fiscal year were spent on the 160 hour Technician Level Class. He said additional training to be handled this year with existing funds includes additional Operation Training to prepare responders for the next 160 hour Technician Level Class as well as Decontamination Training to accompany the newly repositioned decontamination trailer.

Donnie Sessions reported on the issues currently before the State Emergency Response Commission Training Task Force. He said they are looking at the top five deficiencies identified in the most recent statewide assessment of the State Recognized Regional Hazardous Materials Response Team. Chief Sessions added that the LEPC can assist by putting together a memorandum of understanding with training partners to facilitate

training between the recognized teams and other nearby participating responders. Other issues included incident command specifically for hazardous material response, biological sampling procedures, and pro board certification.

Action: It was moved by Alton Scott and seconded by Brian Johns that the LEPC assist in the development of a memorandum of understanding between the City of Gainesville and its training partners. The motion passed unanimously.

V. PUBLIC INFORMATION ISSUES

The Committee discussed Feedback that has been received on the new Florida On-Line Tier 2 Reporting System. Overall facilities have reported that the system is difficult to use and should more closely follow the organization of the Tier 2 form. Specific difficulties noted were a chemical like chlorine, which exist in a pressurized state as both a liquid and a gas, being converted to two separate chemicals, one gas and one liquid.

Facilities also have objected to a mandatory request of information that is not required on a Tier 2 form. The on line form requires that data be entered into what is the amount of chemical present now. Concern was expressed that the State is asking for information that is not authorized by EPCRA.

Responders have reported that the question asking how many containers are present is the wrong question to ask. The question should ask what is the size of the largest container. For example, it is more useful to know there is a five thousand gallon gasoline tank than 20 small gasoline tanks on a site.

Two LEPC members present stated that they called and requested passwords to access their data, however they never received them.

One facility suggested that it would be better to scrap the system and use the free U.S. EPA Tier 2 Submit software that works.

Dwayne Mundy reported that as a result of the many issues with the on line submission database a work group has been formed to present recommendations on making the system more useful.

VI. OTHER BUSINESS AND INFORMATION REQUESTS

Projects being reported on included the Statewide Regional Evacuation Study and the Chemical Facility Anti-Terrorism Standards (CFATS).

DRAFT

VII. NEXT MEETING DATE AND LOCATION

It was noted that at the last meeting Suwannee County had offered to host the August LEPC meeting. After discussing possible LEPC meeting dates, it was decided to move the LEPC meetings to the second Thursday rather than the third Thursday. The next meeting was tentatively scheduled for August 12, 2010 at Suwannee County Emergency Management in Live Oak.

It was moved and the meeting was adjourned at 11:43 a.m.

DRAFT

Chairman

Date

DRAFT

N:\LEPC\LEPC minutes 20 may 2010.docx

District 3 LEPC Biennial Roster 2010

III-1

| PRIMARY NAME | OCCUPATIONAL CATEGORY | ALTERNATE NAME |
|-----------------------|----------------------------|-------------------------|
| Mr. Frank Armijo | Firefighting | |
| Mr. Mike Brimeyer | Facility Owner | Mr. Frank Waters |
| Mr. Alan Chandler | Transportation | |
| Mr. Bill Coughlin | Elected Local Official | |
| Mr. Jim Deckon | Transportation | |
| Mr. David Donnelly | Emergency Management | |
| Mr. Billy DuCoeur | Health | |
| Ms. Casey Schmelz | Community Group | |
| Mr. Bill Ellis | Facility Operator | |
| Ms Megan Wetherington | Water Management District | Mr. Mike Fuller |
| Mr. Robert Garbett | Firefighting | |
| Mr. Scott Garner | Emergency Management | |
| Mr. Keith Godwin | Non-Elected Local Official | |
| Mr. Scott Holowasko | Non-Elected Local Official | Mr. Robert Klemans |
| Mr. John Hudson | Interested Citizen | |
| Ms. Sylvia Ifft | Law Enforcement | |
| Mr. Brian Johns | Emergency Management | Ms. June Neats |
| Ms. Melissa Jones | Facility Operator | Mr. Dino De Leo |
| Ms. Gracie Kennedy | Local Environmental | Mr. Kenton L. Brown |
| Mr. Paul Kremer | Facility Owner | Mr. Michael Fowler |
| Mr. Rodger Mallard | Hospital | |
| Dr. David Meurer | First Aid | |
| Mr. Ron Mills | Emergency Management | Mr. William Careccia |
| Mr. Jaime Montes | Facility Operator | |
| Mr. Shayne Morgan | Emergency Management | Mr. Ronnie McCardle |
| Dr. John Mousa | Local Environmental | Mr. Agustin Olmos, P.E. |
| Ms. Jennifer Paris | Local Environmental | Robyn Gedeon |
| Mr. Verne Riggall | Firefighting | |
| Ms. Edye Rowell | Facility Operator | Mr. David Weeden |
| Mr. Alton Scott | Emergency Management | Mr. Donnie Land |
| Chief Donald Sessions | Firefighting | Mr. Dan Smith |
| Ms. Kimberly Thomas | Emergency Management | |
| Mr. Steve R. Truluck | Health | |
| Mr. Ed Ward | Transportation | |
| Erica Kight | News Media | |

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June 3, 2010

Louis Ritter
Technical Hazards Section
Division of Emergency Management
State Emergency Response Commission
2555 Shumard Oak Boulevard
Tallahassee, Florida 32399-2149

Dear Lou:

Enclosed please find the final two nomination forms for the biennial appointments to District 3 LEPC. The LEPC requests an expansion of the overall size of the LEPC to greater than 30 members. With this final nomination, the LEPC has filled all of the categories mandated by the Emergency Planning and Community Right-to-Know Act (EPCRA) Section 301.

Also enclosed is a summary all of the nominations. Thanks for your continuing support of hazmat planning. If you have any questions, do not hesitate to contact me at (352) 955-2200 x108 or email mundy@ncfrpc.org.

Sincerely,

A handwritten signature in black ink, appearing to read 'D Mundy', is written over a horizontal line.

Dwayne Mundy, Director
Public Safety and Regulatory Compliance

enclosure

xc: Tim Date
Ron Mills

LOCAL EMERGENCY PLANNING COMMITTEE
MEMBER NOMINATION FORM

LEPC District: 3 Date: June 2, 2010

Primary Member: Alternate Member: (Double click box; choose "checked" radial button; choose OK)

Nominee's Name: Casey Schmelz

If Alternate, Name of Principal Member: _____

Job Title: Emergency Services Specialist

Place of Employment: American Red Cross - North Central Florida Chapter

Address: 1724 NE 2nd Street, Gainesville, FL 32609

County: Alachua

Mailing Address (If Different from above): _____

Telephone Number (Work): (352) 376-4669

FAX (Work): (352) 376-4267

Email address: esspec@redcrossncfc.org

Occupational Category: Community Group (Double click "None" box; highlight category; move to top of window using "move" arrow; choose OK)

Explanation of Choice of Category (if necessary): _____

Please attach chairperson's recommendation (if alternate, also attach principal member's letter of recommendation.)

(Do not write below this line)

Action: _____

LOCAL EMERGENCY PLANNING COMMITTEE
MEMBER NOMINATION FORM

LEPC District: 3 Date: 5/27/10

Primary Member: Alternate Member: (Double click box; choose "checked" radial button; choose OK)

Nominee's Name: Erica Kight

If Alternate, Name of Principal Member: _____

Job Title: Adjunct Lecturer

Place of Employment: University of Florida

Address: Dept. of Telecommunication / 2081 Weimer Hall / Gainesville, FL

County: Alachua County

Mailing Address (If Different from above): 5653 SW 39th St. / Ocala, FL 34474

Telephone Number (Work): 305-297-9710 (cell)

FAX (Work): _____

Email address: ekight@jou.ufl.edu

Occupational Category: Broadcast Media (Double click "None" box; highlight category; move to top of window using "move" arrow; choose OK)

Explanation of Choice of Category (if necessary): Former TV20 reporter, teaching Investigative Journalism at UF and working on a PhD in Telecommunication.

Please attach chairperson's recommendation (if alternate, also attach principal member's letter of recommendation.)

(Do not write below this line)

Action: _____

Thomas Yatabe - State Emergency Response Commission
Awards Program - Nomination Form

Category: (Choose One)

- SERC Member _____
- LEPC Member _____
- Other _____

Name: _____

Occupation: _____
(If Individual)

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Email: _____

Reason for Nomination: _____

Brief Description of Accomplishments: _____

Other Comments: _____

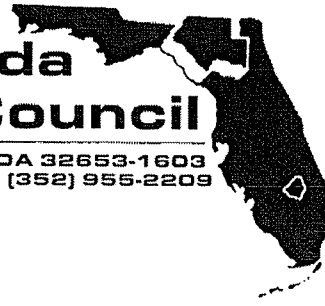
For Staff Use Only:

Date Nomination Received: _____

Date Acted Upon By
Membership Committee: _____

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IV

Preliminary Agenda

North Central Florida Regional Hazardous Materials Response Team Annual Meeting

Suwannee County Emergency Operations Center
Live Oak, Florida

Thursday, 12 August 2010
10:00 a.m.

- I. Chairman's Report and Introductions
- II. Approval of 6 April 2010 and 17 June 2010 Draft Minutes
- III. Policy Board Elections and Annual Meeting
 - Revision of By-Laws to Define Inactive Members
 - Election of Chair, Vice-Chair: Policy, Vice-Chair: Technical and Treasurer
 - Increasing Involvement in Regional Domestic Security Task Force(s)
- IV. Planning and Operational Issues
 - Status of Trailer Transfers
 - Oil Spill Issues
 - Credentialing Team Members and Challenge Coins
 - Expansion of Hazmat Boot Camp
 - Training Issues: Air Monitoring, Operations, E-Plan and Other
- V. Other Business and Next Meeting

Note: Meeting packet will be available at www.ncflepc.org approximately one week prior to meeting.