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

PCS Phosphate Conference Center
White Springs, Florida

Thursday, 3 May 2012
10:00 a.m.

- I. INTRODUCTIONS AND CHAIRMAN'S REPORT**
- II. APPROVAL OF 16 FEBRUARY 2012, MEETING MINUTES**
- III. LEPC BUSINESS ITEMS**
 - a) LEPC Biennial Hazmat Exercise - After Action Conference
 - b) Risk Management Program Audits
 - c) 2012 Update of LEPC Emergency Response Plan
 - d) Hazardous Materials Emergency Preparedness Grant Program Update
- IV. PUBLIC INFORMATION ISSUES**
 - a) 2012 Hazardous Materials Awareness Week Report
 - b) Membership Appointments for July 2012 - June 2014 LEPC Term
 - c) LEPC Webpage Updates
 - d) Other Public Information Issues
- V. FIRST RESPONDER ISSUES**
 - a) New Division of Emergency Management Training Calendar
 - b) Regional Hazmat Team Update - Meeting today at Noon
 - c) SERC Training Task Force Issues
 - d) LEPC Training Program
- VI. OTHER BUSINESS AND INFORMATION REQUESTS**
- VII. NEXT MEETING DATE AND LOCATION**

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

Dixie County Emergency Operations Center
Cross City, Florida

Thursday, 16 February 2012
10:00 a.m.

MEMBERS PRESENT

Ron Mills, Chair
William Careccia
Bill Ellis
Scott Garner
Chris Gilbert for
 John Mousa
Michael Heeder for
 Brian Johns
Gracie Kennedy
Shayne Morgan
Jennifer Paris
Edye Rowell
Alton Scott
Dan Smith for
 Donald Sessions
Kimberly Thomas

MEMBERS ABSENT

Frank Armijo
Mike Brimeyer
Tom Cisco
Jerry Combass
Clint Daugherty
David Donnelly
Billy DuCoeur
Keith Godwin
Carl Glebowski
Scott Holowasko
John Hudson
Paul Kremer
Sylvia Ifft
Melissa Jones
Erica Kight
David Meurer
Verne Riggall
Casey Schmelz
Steve Truluck
Megan Wetherington
Ed Ward

GUESTS PRESENT

Tim Alexander

STAFF PRESENT

Dwayne Mundy

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

I. CHAIRMAN'S REPORT AND INTRODUCTIONS

Chair Ron Mills welcomed everyone and asked that they introduce themselves. Ron thanked Dixie County Emergency Management for hosting today's meeting. Chair Mills discussed the FEPA annual meeting and an FNSS Summit. He announced that he is retiring as Gilchrist County Emergency Management Director, but plans to remain an LEPC member in the Interested Citizen category.

II. APPROVAL OF 8 DECEMBER 2012, LEPC MEETING MINUTES

Action: **It was moved by Scott Garner and seconded by Edye Rowell to adopt the minutes of the 8 December 2011, LEPC meeting as written. The motion passed unanimously.**

III. LEPC BUSINESS ITEMS

The LEPC discussed conducting Operation TRUCKs - Transportation Response Untangling Chemical Kaos, a full scale exercise to be held on 27 March 2012 in Gainesville. The scenario involves a transportation accident between a tanker truck and a mini-van hauling chemicals. Responders from multiple counties will work together as components of the North Central Florida Regional Hazmat Team. Capabilities being tested include: communications, on-site incident management, responder safety and health, and emergency public information and warning.

Dwayne Mundy reported that Operation TRUCKs is a prequel to a future interoperable communications exercise. Later this year, RDSTF Regions 2 and 3 are jointly planning to conduct Operation CARS (Communicating Across Regions and States). The communication component of Operation TRUCKs is anticipated to focus on on-scene operations using a MARC (Mutual Aid Radio Cache) system. During Operation CARS, this system will be connected to the FIN (Florida Interoperability Network) for multi-county, multi-state connectivity.

The LEPC reviewed options for facilities to electronically submit Tier 2 chemical inventory information. The group discussed that the free U.S. EPA Tier 2 Submit software was easy to use for facilities, contained good error checking, and has no data conversion problems when importing the information into CAMEO and making it available to first responders.

The group discussed that there are too many data conversion errors in the current FloridaHMIS and E-Plan data system. One facility representative stated that after learning that her facility was reported in E-Plan as having 58,000 employees, that she reviewed the E-Plan data and found over 60 data conversion errors.

Dwayne Mundy reported that Jacksonville Fire Rescue requires its facilities to report electronically using the Tier 2 Submit software available free from the U.S. Environmental Protection Agency. He said that no data conversion errors unlike the current Florida system.

Action: It was moved by Bill Ellis and seconded by Scott Garner that the LEPC accept electronic Tier 2 submission only from the U.S. EPA Tier 2 Submit software. The motion passed unanimously.

V. PUBLIC INFORMATION ISSUES

Vice Chairman of Public Information, Shayne Morgan reported on the status of the Public Information Programs. He reported that a series of How-to-Comply seminars were conducted during Hazardous Materials Awareness Week. Facilities identified in the recent Tier 2 Quality Control project were contacted regarding correcting their errors and were invited to How-to-Comply seminars. "Staying Out of Trouble with Hazardous Waste and Used Motor Oil" was presented in the afternoon after the EPCRA How-to-Comply seminars were presented in the morning.

Shayne Morgan also reported that on the status of membership at the LEPC and noted that all categories were currently filled. It was decided that Florida Gas should become a member and that an elected official would be needed on the LEPC. The group was reminded that nominations for the July 2012 - June 2014 LEPC term need to be submitted prior to the next meeting.

V. THE FIRST RESPONDERS ISSUES

Regional Hazmat team update status was discussed. It was announced the Policy Board will meet in the afternoon following lunch at the same location. In January 2012, the LEPC started a 160 hour International Association of Fire Fighters Hazardous Materials Technician class in Bell. This class was completed in February.

The LEPC discussed difficulties with the new standards from the U.S. Department of Transportation and the Hazardous Materials Emergency Preparedness (HMEP) training and planning grants. Many of the more useful planning projects have been disallowed because they involve fixed facilities for which the LEPC is required to conduct planning for under the Emergency Planning and Community Right-to-Know Act. According to U.S. Department of Transportation reported statistics, most transportation accidents occur during loading or unloading at fixed facilities.

Dwayne Mundy reported that the 2011 - 2012 Hazards Analysis update for Columbia, Dixie, Gilchrist, Hamilton, Lafayette and Taylor Counties have been submitted to the Division of Emergency Management for review.

It was reported that the State Emergency Response Commission Training Task Force is working on a Field Operations Guide for Florida Hazardous Materials Response Teams. Issues with the HazMedic standards were also discussed.

VI. OTHER BUSINESS AND INFORMATION REQUESTS

Dwayne Mundy reported that numerous emails and telephone calls have been received regarding Tier 2 submissions. This included calls from facilities having trouble signing on or working with the Florida HMIS system.

VII. NEXT MEETING DATE AND LOCATION

The next meeting was tentatively scheduled for 16 February 2012 in Cross City at the Dixie County Emergency Operations Center. It was discussed that the May meeting will be held at PCS Phosphate and the new Gainesville Regional Utilities East Side Operations Center was offered for August.

It was moved and the meeting was adjourned at 11:22 a.m.

Chairman

Date

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