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

Gainesville Regional Utilities
Eastside Operations Center
4747 North Main St, Gainesville, Florida

Thursday, 14 February 2013
10:00 a.m.

- I. INTRODUCTIONS AND CHAIRMAN'S REPORT**
- II. APPROVAL OF 15 NOVEMBER 2012, MEETING MINUTES ***
- III. LEPC BUSINESS ITEMS**
 - a) 25th Anniversary of North Central Florida LEPC Meeting
 - b) Letter to SERC Supporting the Continuation of Hazards Analysis
 - c) Submission of Electronic Data to LEPC for Reporting Year 2012
- IV. PUBLIC INFORMATION ISSUES**
 - a) Presentation of State Emergency Response Commission Yatabe Awards
 - b) Hazardous Materials Awareness Week, Feb. 10-16, 2013
 - c) LEPC Webpage Updates
 - d) Membership Review
 - e) Other Public Information Issues
- V. FIRST RESPONDER ISSUES**
 - a) LEPC Input into Multi-Year Training and Exercise Programs
 - b) SERC Training Task Force Issues
 - c) Regional Hazmat Team Update
- VI. OTHER BUSINESS AND INFORMATION REQUESTS**
- VII. NEXT MEETING DATE AND LOCATION**

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**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, Vice-Chair; First Responders, and Vice-Chair; Public Information. 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 (MTEP). 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 Bureau 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

Date

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How To Comply with Hazardous Waste and Used Oil Regulations

FREE
Workshops

The North Central Florida Regional Planning Council is conducting a series of **FREE** workshops to help businesses and governmental agencies comply with hazardous waste and used oil storage and disposal regulations.

These workshops will cover topics that apply to most types of businesses that generate potentially hazardous waste. Learn useful information on how to manage your hazardous waste in a cost-effective and legal manner. Common regulated wastes include: used oil and filters, anti-freeze, solvents, rags, paint wastes, lead-acid batteries, dental amalgams, fluorescent tubes and other Mercury containing light bulbs.

This compliance assistance outreach project is being presented in partnership with the Florida Department of Environmental Protection and the Alachua County Environmental Protection Department.

To register for one of these workshops or for additional information, please contact Dwayne Mundy at mundy@ncfrpc.org or 352.955.2200 ext. 108. Additional information is available at <http://ncflepc.org/safety.html>.

February 11, 2013
Monday, 1:30 – 4:00 p.m.
Florida Gateway College,
Wilson S. Rivers Library
Building 200
149 SE College Place
Lake City, FL 32025

February 12, 2013
Tuesday, 1:30 – 4:00 p.m.
Gilchrist County Emergency
Operations Center, 3250 North
US Highway 129, Bell, FL 32619

February 13, 2013
Wednesday, 1:30 – 4:00 p.m.
Suwannee River Water
Management District, 9225 CR
49, Live Oak FL 32060

February 14, 2013
Thursday, 9:30 – 11:45 a.m.
Gainesville Regional Utilities
Eastside Operations Center,
4747 North Main Street,
Gainesville, FL 32609

Note: The workshops are being held in conjunction with **“Improving Chemical Safety”** Seminars being held at the above locations.





Improving Chemical Safety

including Another New Florida Electronic Reporting System for Submitting EPCRA Tier Two Chemical Inventory Reports

FREE
Workshops

These Improving Chemical Safety Workshops are part of the Local Emergency Planning Committee (LEPC) outreach efforts during Florida's Hazardous Materials Awareness Week, February 10-16, 2013. Topics to be covered include:

- (Material) Safety Data Sheets and upcoming changes
- New Labeling and Placard Requirements
- Emergency Planning, Response and Preparedness
- Another New Florida Electronic Reporting System for Submitting EPCRA Tier Two Reports
- Changes to Tier Two reporting in 2014

Improving Chemical Safety at all facilities that use hazardous materials is important to all of us. These workshops will provide training to help improve workplace safety. Reporting changes for facilities registered under the Emergency Planning and Right-to-Know Act (EPCRA) are also explained.

The workshops are funded through a U.S. Department of Transportation grant administered by the Florida Division of Emergency Management.

To register for one of these workshops or for additional information, please contact LEPC Director Dwayne Mundy at mundy@ncfrpc.org or (352) 955-2200 ext. 108. Additional information is available at <http://ncflepc.org/safety.html>.

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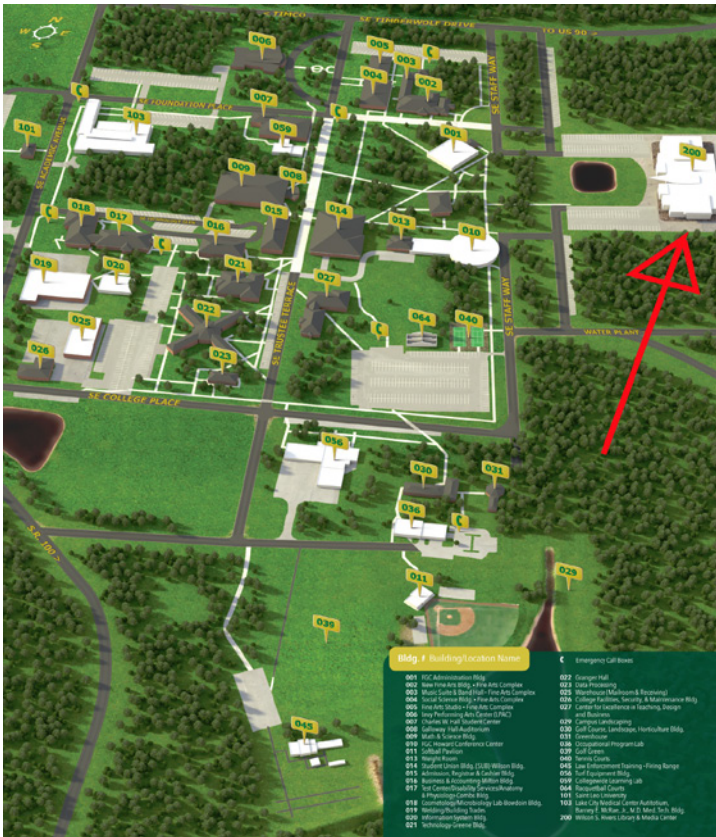
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4747 North Main Street,
Gainesville, FL 32609

Note: These workshops are being held in conjunction with "How To Comply with Hazardous Waste and Used Oil Regulations" Seminars at the above locations.



North Central Florida Local Emergency Planning Committee
 2013 Hazardous Materials Awareness week "Increasing Chemical Safety" Seminar
 Locations - <http://ncflepc.org/maps/HMweek2013maps.pdf>



February 11, 2013

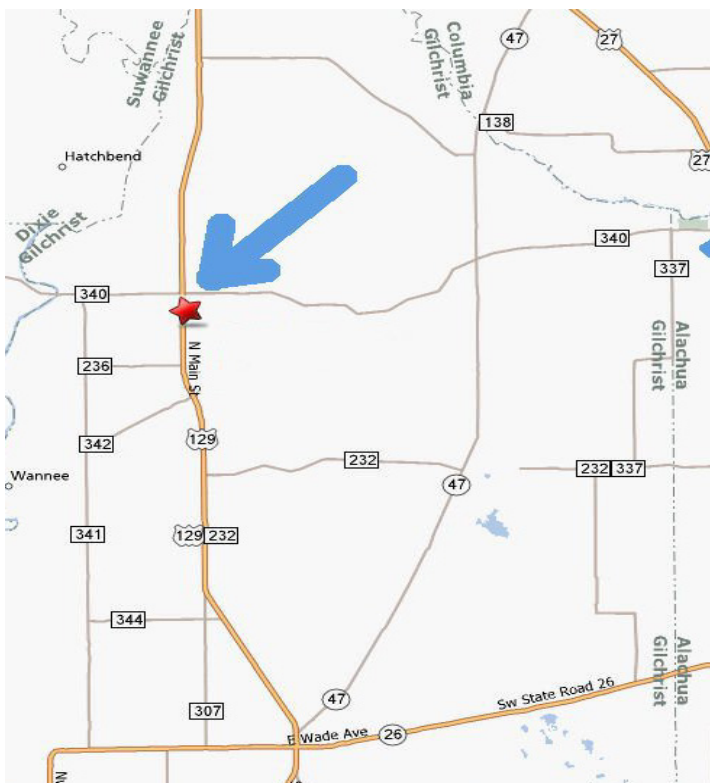
http://ncflepc.org/maps/FGC_map.jpg

Florida Gateway College,
 Wilson S. Rivers Library
 Building 200
 149 SE College Place
 Lake City, FL 32025

Exit US 90 onto SE Timberwolf Drive

Left on SE Staff Way

http://ncflepc.org/maps/FGC_library_map.jpg

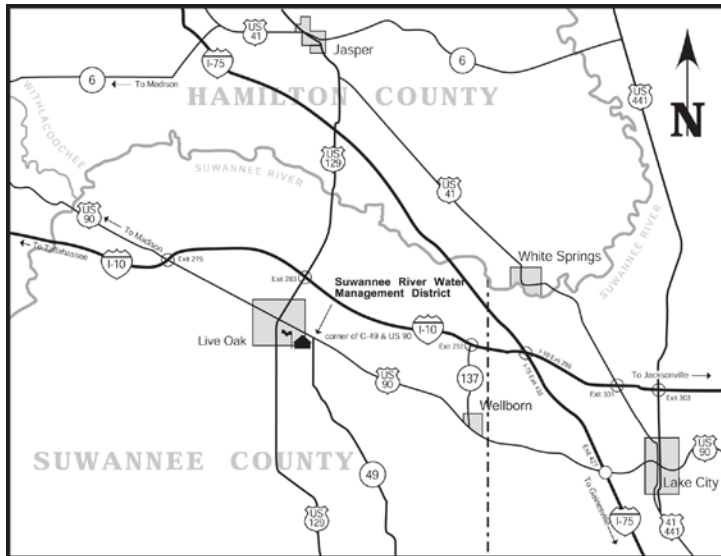


February 12, 2013

http://ncflepc.org/maps/Gilchrist_EOC.jpg

Gilchrist County Emergency Operations
 Center, 3250 North US Highway 129, Bell,
 FL 32619

North Central Florida Local Emergency Planning Committee
2013 Hazardous Materials Awareness week "Increasing Chemical Safety" Seminar
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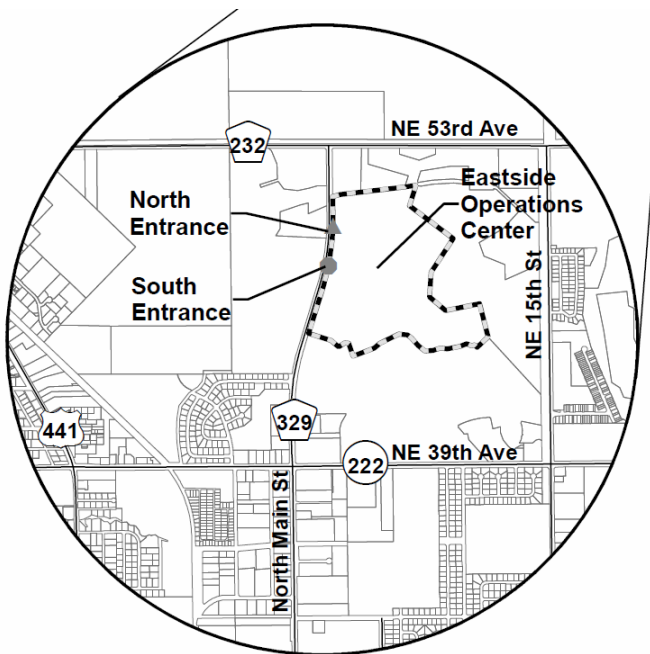


February 13, 2013

<http://ncflepc.org/maps/srwm.d.gif>

Suwannee River Water Management
District Office
9225 CR 49, Live Oak, FL 32060

Corner of CR 49 and US 90



February 14, 2013

http://ncflepc.org/maps/GRU_EOC1.pdf

http://ncflepc.org/maps/GRU_EOC2.pdf

Gainesville Regional Utilities
Eastside Operations Center
4747 North Main Street
Gainesville, FL 32609

Use the South Entrance

E-Plan Training Workshops

Open for all Florida Tier II filers.

Starting this reporting year (2012) the State Emergency Response Commission is requesting that all Florida Tier II filers use the online E-Plan Reporting System to file their Tier II reports. E-Plan is an information delivery system maintained by the University of Texas at Dallas. It has redundant backup systems and also allows electronic uploads from EPA's Tier 2 Submit as well as Tier 2 Manager software programs. It is widely believed to be an easy system to navigate and to file Tier II reports. Note that starting January 1, 2013, you will no longer be able to access the prior online reporting system (FloridaHMIS.org). However, starting on January 18, 2013, the E-Plan online system will be open to Florida Tier II filers. We believe that you will find the E-Plan system much easier to navigate as well as file your report. For those that would like training on how to use the E-plan reporting system we are offering several free training opportunities across the state. The dates and sites are:

January 2013

Date: Tuesday, January 8, 2013

Time: 9 AM to 2 PM

Location: Okaloosa County Emergency Operations Center, 90 College Boulevard East, Niceville, FL 32578

Local Contact: Kathy Ahlen, 850-332-7976, ext. 210

Date: Thursday, January 10, 2013

Time: 9 AM to 12 Noon

Location: Northeast Florida Regional Planning Council, 6850 Belfort Oaks Place, Jacksonville, FL 32216

Local Contact: Eric Anderson, 904-279-0885, ext. 178

Date: Thursday, January 10, 2013

Time: 1 PM to 4 PM

Location: Northeast Florida Regional Planning Council, 6850 Belfort Oaks Place, Jacksonville, FL 32216

Local Contact: Eric Anderson, 904-279-0885, ext. 178

Date: Tuesday, January 22, 2013

Time: 9 AM to 12 Noon

Location: City of Orlando Emergency Operations Center, 110 Andes Avenue, Orlando, FL 32807

Local Contact: Tim Kitchens, 407-262-7772, ext. 349

February 2013

Date: Monday, February 4, 2013 (**EPCRA How-to-Comply / E-Plan Filing Workshop**)

Time: 1:30 PM to 5 PM

Location: Tampa Bay Regional Planning Council, 4000 Gateway Centre Boulevard, Suite 100, Pinellas Park, FL 33782

Local Contact: John Meyer, 727-570-5151, ext. 29

Date: Tuesday, February 5, 2013 (**EPCRA How-to-Comply / E-Plan Filing Workshop**)

Time: 8:30 AM to 12 Noon

Location: Tampa Bay Regional Planning Council, 4000 Gateway Centre Boulevard, Suite 100, Pinellas Park, FL 33782

Local Contact: John Meyer, 727-570-5151, ext. 29

Date: Wednesday, February 6, 2013

Time: 9 AM to 1 PM

Location: Southwest Florida Regional Planning Council, 1926 Victoria Avenue, Fort Myers, FL 33901

Contact: John Gibbons, 239-338-2550, ext. 229

Date: Thursday, February 7, 2013

Time: 9 AM to 12 Noon

Location: South Florida Regional Planning Council, 3440 Hollywood Boulevard, Suite 140, Hollywood, FL 33021

Contact: Manny Cela, 954-985-4416

The training should last 2 to 3 hours after which you will have an opportunity to file your report online. To reserve your spot in any of the E-Plan Training Workshops please call 850-413-9970. For directions to a specific training location as well as parking information please call one of the local contacts listed above. Any E-Plan and/or EPCRA Tier II questions should be directed to 850-413-9970. For those unable to attend one of the training workshops, UT-Dallas offers a free online E-Plan Tier II Submittal video: <http://eplannews.utdallas.edu/Training.htm>.