AGENDA
NORTH CENTRAL FLORIDA
LOCAL EMERGENCY PLANNING COMMITTEE

Cedar Key Community Center  
809 6th St Cedar Key, Florida 32625
August 16, 2018  
10:00 a.m.

I. Welcome, Introductions, and Chair’s Report

II. Approval of May 24, 2018, Meeting Minutes *

III. Biennial Appointments for July 1, 2018 - June 30, 2020 *

IV. Election of Officers: Chair; Vice-Chair, First Responders and Vice-Chair, Public Information

V. Business Items
   1. County Reports on Hazardous Materials Incidents and Activities *
   2. Possible New Fixed Fee Format for Local Emergency Planning Committee Support Contract
   3. Updates: Tier II Reporting, and Hazards Analyses *

VI. Public Information Issues
   1. Update of Emergency Response Plan
   2. Promoting Shelter In-Place Public Education *
   3. Nominations for Thomas Yatabe Outstanding Service Awards *
   4. Other Public Information Issues

VII. First Responder Issues
    1. Decontamination Trailer and Regional Decon Strategy
    2. Drones and Hazmat Response
    3. Hazmat First Responder Training Classes and Assessments *
    4. Distribution of Four-Gas Detectors by Regional Hazmat Team *
    5. Full-Scale Exercises with Pipeline Companies
    6. Regional Hazmat Team Meeting, 1:00 pm Today *

VIII. Other Business and Information Requests

IX. Next Meeting Date and Location

* Included in Packet

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2009 NW 67th Place, Gainesville, FL 32653 - 1603 • 352.955.2200.
MINUTES
NORTH CENTRAL FLORIDA
LOCAL EMERGENCY PLANNING COMMITTEE

Location: Hamilton County
Nutrien Conference Center, White Springs, FL
May 24, 2018
10:00 a.m.

MEMBERS PRESENT
Shayne Morgan, Chair
Tim Alexander
Darian Brown
Tim Westbury
Robert Garbett
Scott Garner
Kevin Carr
J.L. Waldron
Christopher Bond
Bruce Jordan
Michael Laycock
David McIntire
David Peaton, Vice-Chair
Ralph Smith
Sharon Hingson
Ed Ward

MEMBERS ABSENT
Frank Armijo
Cassidy Carlile
Sandi Courson
Dave Dickens
Matt Dotty
Michael Fowler
Mitch Harrell
Michael Holmes
Scott Holowasko
Jeff Huffman
Paul Kremer
Henry Land
Marc Land
John MacDonald
Augustin Olmos

GUESTS PRESENT
Gracie Kennedy
Dan Cassel
Ebbin Spellman
Chris Hearth
Robin Peiffer
Adam McCook
Mike Williams

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. Mike Williams representing Nutrien welcomed everyone to the Conference Center and provided a background on the history of the facility including the new owner Nutrien. Everyone introduced themselves and Shayne Morgan gave a brief Chair’s report. Chair Morgan reported on the most recent State Emergency Response Commission Meeting.

II. APPROVAL OF FEBRUARY 15, 2018 MEETING MINUTES

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

III. PRESENTATION: NUTRIEN WHITE SPRINGS EMERGENCY RESPONSE TEAM

Adam McCook, Nutrien, reviewed the response capabilities of the Nutrien White Springs Emergency Response Team. Skills include hazardous materials, confined space, high angle rescue, emergency medical technicians, wildland fires and industrial fire brigades. Mr. McCook described the response vehicles parked outside of the Conference Center and invited the group to examine them during the day.
IV. BUSINESS ITEMS

Next, Chair Morgan presented the Yababe Awards Certificates of Appreciation to Bobby Garbett, Chief Bruce Jordan and himself.

Counties were asked to report on Hazardous Materials Incidents and Activities that have occurred in their counties. Columbia County Fire Rescue reported attending training in Pueblo, Colorado on railcar response and said it was excellent training and recommended it. It was noted that a technician class is being conducted in Columbia County this month. Levy County reported that they are fortunate that they have not had any hazardous materials incidents and that they have a situation leader class scheduled in the near future. Dixie County reported interest in a Hybrid 160-hour class and reported recently completing awareness and operation classes conducted by Scott Holowasko. Gilchrist County reported no hazardous materials as did Madison County. Taylor County reported no hazardous materials incidents.

Chair Morgan welcomed new Suwannee County Emergency Management Director Sharon Henson and reported that Kimberly Thomas has retired and moved to Georgia. Taylor County Fire Rescue described their new special operations truck. Gainesville Fire Rescue reported no incidents. Florida Department of Transportation reported that Federal Highway debris management training was being conducted for emergency response personnel.

The Florida Department of Environmental Protection reported that they have a new truck and will be visiting emergency operations centers throughout the region. Shands Hospital discussed an upcoming tabletop exercise involving a natural gas leak. Shands also reported that decontamination equipment stored at the Local Emergency Planning Committee office was being returned to Shands Hospital.

Next, the group discussed the initial Florida Pipeline Emergency Responder Initiative meeting held in St. Augustine on April 11, 2108. Dwayne Mundy, Director of Public Safety and Regulatory Compliance, reported that part of the U.S. Department of Transportation, Pipeline and Hazardous Materials Safety Administration Technical Assistance Grant is to assist in the formation of a Florida Pipeline Network and that the next meeting will be held on July 11, 2018 in Cocoa Beach prior to the Local Emergency Planning Council Staff and Chairs meeting. It was reported that the North Central Florida Regional Hazardous Materials Response Team will be giving a presentation prior to the start of the Pipeline Emergency Responder Initiative meeting.

V. PUBLIC INFORMATION ISSUES

Vice-Chair of Public Information David Peaton reported on the election of officers at the August 16, 2018 Local Emergency Planning Committee meeting. It was reported that the Biennial Local Emergency Planning Council appointments are being renewed for two-year terms starting July 1, 2018.

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 are currently being reviewed by the Florida Division of Emergency Management.
VI. FIRST RESPONDER ISSUES

The group reviewed the hazardous materials 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. Remaining classes include two air monitoring classes and the online one-half of the technician class for Levy County. Next, the group discussed the North Central Florida Regional Hazardous Materials Response Team meeting being held at 12:30 p.m. today with topics including the distribution of four-gas detectors and full scale exercises with pipeline companies.

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 Levy County at the Cedar Key Community Center on August 16, 2018 at 10:00 a.m.

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

Chair

Date
Lt. Allen Willis
Tallahassee Fire Department
Occupational Category: Firefighting

Mr. Adam Johnson
Calhoun County
Occupational Category: Emergency Management

Ms. Kristina Holliday
Florida Department of Law Enforcement
Occupational Category: Law Enforcement

Mr. Michael Younger
Tallahassee Community College
Occupational Category: Local Environmental

Mr. Christopher J. Leavitt
Hospital
Occupational Category: Hospital

Mr. Paul Lanus
Sabal Trail Transmission
Occupational Category: Transportation

Mr. Dan Cassel
Taylor County Fire Rescue
Occupational Category: Firefighting

Mr. Tim Westberry
Lake City Fire Department
Occupational Category: Firefighting

Ms. Sharon Hingson
Suwannee County Division of Emergency Management
Occupational Category: Emergency Management

Mr. Luke Waldron
Columbia County Fire Rescue
Occupational Category: Firefighting

Mr. James Ray
Nassau County Emergency Management
Occupational Category: Emergency Management

Mr. Bill Litton
Osceola County Office of Emergency Management
Occupational Category: Emergency Management

Mr. Jose Gonzalez
Palm Beach County Fire Rescue
Occupational Category: Firefighting
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<td>Ms. Gail Stewart</td>
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<td>Mr. Rodney Andreasen</td>
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<td>Ms. Nancy Leiva</td>
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<td>Ms. Sara Thomas</td>
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<td>Ms. Emily Hatcher</td>
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<td>Ms. Eve Rainey</td>
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<td>Mr. Wayne Spettel</td>
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<td>Major Shawn Wood</td>
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*North Central LEPC Biennial Roster 2018*
Mr. Ed Ward  
Mr. Henry Land  
Mr. Jahn OwUrnz  
Mr. John McDonald  
Mr. John Shaw  
Mr. Mark Land  
Mr. Michael Fowler  
Mr. Michael Laycock  
Mr. Michael P. Holmes  
Mr. Mitch Harrell  
Mr. Paul Kramer  
Mr. Ralph Smith  
Mr. Robert Garbett  
Ms. Sandi Courson  
Mr. Scott Garner  
Mr. Scott Holowasko  
Mr. Shayne Morgan  
Mr. T.F. "Tim" Smoak  
Mr. Matthew Dotty  
Transportation  
Emergency Management  
Firefighting  
Emergency Management  
Emergency Management  
Emergency Management  
Facility Operator  
Transportation  
Local Environmental  
First Aid  
Interested Citizen  
Emergency Management  
Firefighting  
Health  
Emergency Management  
Non-Elected Local Official  
Emergency Management  
Law Enforcement  
Education  
Mr. John Wright  
Mr. Jeff Biebling  
Mr. Matt Harris  
Mr. Sam McDonald  
Mr. Robert Klemans  
Mr. Steven Ladendorf

Northeast LEPC Biennial Roster 2018

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<td>Mr. Jason Higginbotham</td>
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<td>Mr. Ken Wilkey</td>
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<td>Mr. Steven W. Millican</td>
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<td>Facility Operator</td>
<td>Ms. Ryan Simpson</td>
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<td>Mr. John Scott, Ill</td>
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<td>Mr. Chris Carney</td>
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<td>Mr. Quin Romay</td>
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<td>Chief Richard Knoff</td>
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North Central Florida Local Emergency Planning Committee  
(Florida LEPC District 3)  
2018 Officer Nomination Form

**Instructions:** If you would like to nominate a member to serve as an officer for the North Central Florida Local Emergency Planning Committee, please fill out the below form with your nomination. You may nominate someone for each officer position but you may not nominate an individual for more than one position. Nominations must be limited to current LEPC Region 3 members, including members from Levy and Marion counties. If you have a question on a current member you may contact Dwayne Mundy at mundy@ncfrpc.org.

Please return completed nomination forms to davidpeaton@levydisaster.com by Friday August 10th 2018.

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**LEPC Chair Nomination:**

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**Vice Chair, Public Information:**

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**Vice Chair, First Responder:**

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**Nominated by:**

---
Alert wrecker operator prevents chemical spill

Above: “When they began to lift the tanker up, it started to buckle,” said Shuford, “so they alertly stopped.”

Right: Both the truck driver: Garrett Wier and a passenger: Jessica Hutto of Kingsland were transported to UF Health Shands Hospital with non-life-threatening injuries.

BY DAN HILDEBRAN
Managing Editor

Bradford County’s emergency management director said the operator of a wrecker prevented a chemical spill Saturday morning, after a semi-truck tanker overturned on U.S. 301 north of Lawtey.

EMS Director Ray Shuford said that firefighters and law enforcement responding to the 1:15 a.m. single-vehicle traffic crash were first notified that the tanker was empty and called Miracle Towing and Recovery of Macclenny to lift the trailer. However, soon after the wrecker operator began to upright the tanker, he saw a problem.

“When they began to lift the tanker up, it started to buckle,” said Shuford, “so they alertly stopped.”

A second call revealed that the tanker was carrying aluminum sulfate, a chemical used in paper manufacturing. According to the chemical’s material data sheet, aluminum sulfate is a non-flammable skin irritant.

A second tanker was brought in to take on the chemical before Miracle Towing and Recovery put the tanker back on its wheels.

The Florida Highway Patrol re-opened all lanes of traffic around 3:30 p.m.

According to FHP, the traffic crash occurred when the driver of the rig: 48-year-old Garrett Wier of Kingsland, Georgia veered off the roadway and overcorrected, causing the tanker to overturn. Both Wier and a passenger: Jessica Hutto of Kingsland were transported to UF Health Shands Hospital with non-life-threatening injuries.

FHP ticketed Wier with careless driving.
<table>
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<th>Chemical Name</th>
<th>CAS Number</th>
<th>Max Daily Qty</th>
<th>Number of Facilities</th>
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<th>Filing Type</th>
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<th>Section 302?</th>
<th>Filing Type</th>
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<td>Paraquat dichloride [Gramoxone Inteon]</td>
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<td>Sulfuric Acid (Lead Acid Batteries)</td>
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<td>Nicotine, [liquid]</td>
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<td>Diborane</td>
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Source: Eplan, July 2018
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<td>Sulfur dioxide</td>
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<td>Hydrogen Fluoride</td>
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Source: Eplan, July 2018
Shelter In-Place Resources

1. Shelter In-Place Flyer
2. Shelter In-Place PowerPoint
3. Additional Information and Workplace Guide
4. Local Resources
5. State Resources

Download the LEPC Shelter In-Place flyer: Click here for flyer.pdf *** Click here for flyer Microsoft Publisher

Pre-Planning Check List
Be Prepared to Shelter In-Place

☐ Identify an interior room to be used to shelter in-place.
☐ Identify how to close and lock all windows and exterior doors, and how to shut off all heating and air conditioning units.
☐ Prepare a shelter in-place kit that contains duct tape, plastic sheeting, tape measure, and scissors. The kit should also have other family or office emergency supplies.
☐ Identify how you will receive emergency information from local safety officials in the event of a chemical spill.
☐ Develop a family or business emergency plan for all hazards.
☐ Visit http://ncflepc.org/sip.html for additional information.

Should I Stay or Should I Go? Evacuate or Shelter In-Place

If there is a chemical spill, you will be advised by local public safety officials which areas need to evacuate and which need to shelter in-place. This depends on many factors including wind direction and speed, the chemical properties and the amount released, and the time available.

Many releases are short in duration and it can be safer to stay inside and not be exposed to the full strength of a chemical plume by trying to evacuate through it.

This information is approved by the North Central Florida Local Emergency Planning Committee (LEPC). The LEPC has the responsibility to increase chemical emergency preparedness in our communities. This is accomplished through increasing response capability, promoting accident prevention, and educating the public.

Staff support is provided by the North Central Florida Regional Planning Council, 2009 NW 67 Place, Gainesville, FL 32653.

Adopted: February 16, 2017

Sheltering In-Place:
Emergency Procedures to Protect You and Your Family During a Chemical Spill

North Central Florida Local Emergency Planning Committee

http://ncflepc.org/sip.html
How to Shelter In-Place During a Chemical Spill

Often the Safest Choice to Protect You and Your Family is Going Inside and Staying Out of the Plume

1. Move people and pets indoors immediately. Retrieve your Shelter In-Place kit if you can.

2. Close and lock all windows and exterior doors.

3. Turn off Ventilation System including all fans, heating and air conditioning systems. Close a fireplace damper.

4. Go to an interior room preferably without windows. An above-ground location is preferable because some chemicals are heavier than air, and may seep into basement windows.

5. Seal the room using duct tape and plastic sheeting (heavier than food wrap) to seal all cracks around the door and any vents into the room.

6. If you smell a chemical odor, use a wet towel to cover your nose and mouth. If your door is not sealed with plastic and duct tape, place a wet, clean towel under the door to block harmful vapors.

7. Stay off the telephones. Do not use the telephones unless it is a life threatening situation. This includes cell phones. Do not call 9-1-1 unless it is an emergency. Your county may have a rumor control number that you can call for non-emergency information.

8. Monitor the news for emergency instructions. Depending on your community, this could include television, radio, or social media outlets. Keep monitoring for updates in emergency instructions. Local officials may call for evacuation or sheltering In-place in specific areas depending on the situation.

9. Continue sheltering in-place until you are told all is safe or you are told to evacuate. When you are notified the threat is over, open doors and windows to ventilate your home or office. Replace any used supplies in your shelter in-place kit.

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Download the LEPC Shelter In-Place PowerPoint presentation:

Click Here for PowerPoint **** Click here for PDF handout

http://ncfllepc.org/sip.html
Sheltering In-Place:
Emergency Procedures for Public Protection During a Chemical Spill

North Central Florida
Local Emergency Planning Committee

Additional Shelter In-Place Resources - Workplace Plan and Guidebook

- A general guide for preparing a shelter in place plan in the workplace from the National Institute for Chemical Studies
- Shelter In-Place Protective Action Guide Book - Chemical Stockpile Emergency Preparedness Program

Local Resources

- Alachua County Emergency Management
- Bradford County Emergency Management
- Columbia County Emergency Management
- Dixie County Emergency Management
- Gilchrist County Emergency Management
- Hamilton County Emergency Management
- Lafayette County Emergency Management
- Madison County Emergency Management
- Suwannee County Emergency Management
- Taylor County Emergency Management
- Union County Emergency Management
- Gainesville Fire Rescue
North Central Florida Regional Planning Council -- Staff to the LEPC

Florida Resources

- Florida Division of Emergency Management - FloridaDisaster.org
- Florida’s Ten LEPC Districts: geographic boundaries, counties, addresses, and contacts.
- Florida State Emergency Response Commission - Includes reporting forms for both EPCRA and RMP/ARP/CAA 112(r), and information on the next SERC meeting. A phone list for Division of Emergency Management hazmat staff is also available.

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Last Update: Thursday 4 January, 2018
Pre-Planning Check List
Be Prepared to Shelter In-Place

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

Category: (Choose One)

SERC Member _____
LEPC Member _____
Other _____

Name: __________________________________________

Occupation: _____________________________________

Address: _______________________________________

City: _______ State: __ FL ___ Zip: _____________

Telephone: _______ Email: __________

Reason for Nomination: __ Recognition of excellence ____________

________________________________________________________________

Brief Description of Accomplishments: Assisted with the series of tabletop exercises co-sponsored by the LEPC ____________

________________________________________________________________

Other Comments: ______ Certificate of Appreciation _____________

________________________________________________________________

________________________________________________________________

________________________________________________________________

________________________________________________________________

For Staff Use Only:

Date Nomination Received: ________________

Date Acted Upon By
Membership Committee: ___________________
The North Central Florida Local Emergency Planning Committee (LEPC) provides free hazardous materials emergency response training to emergency responders. Please indicate any requested classes and the estimated number of students. Also, please name a hazardous materials training contact for your department. If there are any questions, do not hesitate to contact LEPC Director Dwayne Mundy at 352.955.2200 x108. Please complete and return this survey within 21 day of receipt by either: email: mundy@ncfrpc.org, mail: LEPC, 2009 NW 67 Place, Gainesville, FL 32653 or fax: 352.955.2209.

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<td>Decontamination Procedures (8 hr)</td>
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<td>CAMEO and ALOHA: Modeling Chemical Releases, Explosions and Fires (8 hr)</td>
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<td>Technician Level Refresher (8 to 40 hrs)</td>
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Department Hazardous Materials Contact

(Name) ____________________________

(Title) __________________________

(Organization) ____________________

(County) _________________________

(E-mail) _________________________

(Telephone) ______________________

(Mailing Address) __________________

n:\projects 2018\hmepe 2018\training needs assessment aug2018.docx
Request for Four-Gas Detectors to Enhance Natural Gas Pipeline Response
North Central Florida Regional Hazardous Materials Response Team

Background: The North Central Florida Regional Hazardous Materials Response Team (Team) has received a Pipeline Safety Technical Assistance Grant from the U.S. Department of Transportation, Pipeline and Hazardous Materials Safety Administration. The Team will distribute 33 MSA Altair 4XR four-gas detectors with calibration gas to 12 departments to enhance pipeline response.

The Team is looking for one department in each of the 12 counties in the North Central Florida LEPC district to partner with us on this public safety project. The department that receives the detectors needs to commit to the following:

- Attend training on how to properly use the detectors. Training will be offered by the Local Emergency Planning Committee.
- Keep the detector calibrated and available for response.
- Respond to natural gas pipeline incidents in their county.
- Participate in training and exercises which focus on natural gas pipeline safety. It is anticipated that three full-scale exercises will be held during the next year.
- Optional: Include a narrative of why your department should receive this award.

Department Hazardous Materials Contact

<table>
<thead>
<tr>
<th>(Name)</th>
<th>(Title)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Organization)</td>
<td>(County)</td>
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<tr>
<td>(E-mail)</td>
<td>(Telephone)</td>
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(Mailing Address)

I certify that if awarded four-gas detectors that my department will abide with the above requirements to the best of its ability and that I am authorized to make this commitment.

<table>
<thead>
<tr>
<th>(Name)</th>
<th>(Title)</th>
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Complete and return to Dwayne Mundy at email: mundy@ncfrpc.org by 3:00 pm, August 15, 2018. Call 352-955-2200 x108 or email: mundy@ncfrpc.org if you have any questions. It is anticipated that departments will be selected during the next Regional Hazardous Materials Response Team Meeting, Thursday, August 16, 2018, 1:00 pm, Cedar Key Community Center, 809 6th St Cedar Key, Florida 32625.
AGENDA

NORTH CENTRAL FLORIDA
REGIONAL HAZARDOUS MATERIALS TEAM POLICY BOARD

Cedar Key Community Center
809 6th St Cedar Key, Florida 32625

August 16, 2018
1:00 p.m.
Thursday

I. Introductions and Chair Report

II. Approval of May 24, 2018, Meeting Minutes *

III. Ongoing Projects
   a) Revision of Interlocal Agreement by Member Local Governments and Expansion of Team
   b) Training Needs and Gaps for Fiscal Year starting October 1, 2018
   c) Assembly of Leaking-Pipe Tree(s)

IV. Pipeline Technical Assistance Grant
   a) Selection of 12 Recipients to Receive 33 four-gas detectors and Agreement with Team Regarding Pipeline Response
   b) Locations of Response and Decontamination Trailers
   c) Florida Pipeline Emergency Response Initiative (PERI)
   d) Request Extension of Time Frame for Grant
   e) Three Full-Scale Exercises with Florida Gas Transmission and Perhaps Other Pipeline Operators

V. Other Business and Next Meeting

* Included in Packet