

# MINUTES

## NORTH CENTRAL FLORIDA REGIONAL HAZARDOUS MATERIALS RESPONSE TEAM POLICY BOARD MEETING

Gilchrist County  
Emergency Operations Center,

February 15, 2018  
Bell, FL, 1:00 pm

### **MEMBERS PRESENT**

David McIntire, Gainesville  
Shayne Morgan, Acting Chair,  
Chris Bonds, Columbia County  
Luke Waldron, Columbia County  
Bobby Garbett, Suwannee County  
Bruce Jordan, City of Madison  
John Dowling, Gainesville  
James Campbell, Gilchrist  
Ralph Smith, Gilchrist

### **MEMBERS ABSENT**

Alachua County  
Bradford County \*  
Dixie County\*  
Lafayette County\*  
Union County \*  
City of Lake City  
City of Starke \*  
\* Inactive Status

### **GUESTS PRESENT**

Chris R. Williams, Madison County Fire  
Alan Whigham, Madison County EM

### **STAFF PRESENT**

Dwayne Mundy

The meeting was called to order at 1:03 pm.

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

Acting Chair Shayne Morgan skipped introductions and gave a brief Chair report.

### **II. APPROVAL OF AUGUST 10, 2017, MEETING MINUTES**

**Action: It was moved by David McIntire and seconded by Bruce Jordan to approve the minutes as written. Motion passed unanimously.**

### **III. ONGOING PROJECTS**

The group reviewed the documents included in the packet on the revision of the inter-local agreement and changing the definition on the region defining the Regional Response Team. It was reported that the old agreement was

distributed to local government contacts as well as the new agreement upon request.

The assembly of the leaking pipe tree was discussed.

#### **IV. PIPELINE TECHNICAL ASSISTANCE GRANT**

The group reviewed the draft After Action Report for the tabletop exercise conducted with Sabal Trail. The exercise, “What Would Dan Do?” was reviewed as well as the recommendations in the After Action Report. Any suggestions for changes to the report should be submitted to Dwayne Mundy.

The group discussed purchasing at least 24 four-gas detectors, and 12 calibration kits consisting of a pressurized bottle of calibration gas and a flow regulator. The winning bid of 33 four-gas detectors, 12 regulators and 12 58-liter bottles of calibration gas was reviewed. A discussion followed on possible 12 recipients of the meters and calibration kits. It was decided that to receive air monitoring equipment that the recipients should agree to attend training, respond to natural gas leaks, and agree to keep the meters calibrated and ready for service.

It was noted that Dixie County is the only county in our region that does not have a gas pipeline. The memorandum of understanding should include the amount of time that the recipient commits to maintaining and attending training to know how to use the monitors.

While on the topic of the response trailers, It was decided that Gilchrist County will transfer its trailer to Columbia County. The status of the decontamination trailer in Dixie County is also unclear at this time, but it was concluded that the decontamination trailer should be in service.

Next, the group discussed holding three full scale exercises initially planned with Florida Gas Transmission Pipeline. Dwayne Mundy reported he had talked with Emergency Management and Responders in Taylor County and they are interested in hosting an exercise possibly during 2018. Gilchrist County expressed an interest in also participating in an exercise.

Next, the group reported on the Pipeline Emergency Response Initiative being carried out in Florida. It was reported that the first statewide meeting would be held on April 11, 2018, in the St. Johns County Emergency Operations Center.

Dwayne Mundy stated that he believes that the PERI would be most valuable if it not only looked at training needs, but also exercising and planning needs as well as gaps to fill the needs in response capabilities. He said that this conclusion was based upon the 2015 technical assistance

grant as well as the approved activities for the next step and the ongoing grant.

**Action: It was moved by Ralph Smith and seconded by Bobby Garbett to authorize the North Central Florida Regional Planning Council Executive Director to establish a bank account in the name of the North Central Florida Regional Hazmat Response Team with Scott Koons as the signatory. The motion passed unanimously.**

**V. OTHER BUSINESS AND NEXT MEETING**

The group discussed the upcoming training classes including a hundred and sixty hour hybrid classes being held in both Suwannee County, and Columbia County. It was reported that the online portion should entail eight weeks to complete the first eighty hours and that the hands on activities should start after March.

It was decided that the next meeting would follow the Local Emergency Planning Committee Meeting on May 14, 2018, being held at the Nutrien Conference Center, formerly known as PCS Phosphate.

The meeting was adjourned at 1:50 p.m.

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Chair

\_\_\_\_\_  
Date

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