

# LOCAL EMERGENCY PLANNING COMMITTEE, DISTRICT II

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*Chairman: Kevin Peters*  
*Vice Chairman: Chief Tom Quillin*  
*Training Task Force Member: Lt. Tom Pescatore*

*Staff to the Committee: Apalachee Regional Planning Council*



***District II Local Emergency Planning Committee Meeting***  
**Wednesday, February 12, 2014**  
**10:00 AM Eastern**

**\*\*\*Tallahassee/Leon Public Safety Complex (Room 112)\*\*\***

911 Easterwood Drive  
Tallahassee, FL 32311

## AGENDA

1. Call to Order, Roll Call, and Introductions
2. Approval of Minutes\* ..... 1
3. Chairman's Report – Kevin Peters
  - A. Recap of State Emergency Response Commission (SERC); LEPC Chairs & Staff; and SERC Training Task Force (TTF) meetings
  - B. Domestic Security Update: North Florida Regional Domestic Security Task Force (NFRDSTF)
4. Staff Updates – Chris Rietow
  - A. West, Texas Incident Presentation
  - B. Hazardous Materials Training
  - C. Hazards Analysis Update ..... 8
  - D. Hazardous Materials Incidents in District 2..... 9
5. Other Business
6. Public Comment
7. Next Meeting Date and Location – tentatively **May 7, 2013** (location TBD).

\*Requires a Motion from the Committee

**Tallahassee/Leon Public Safety Complex (PSC)  
911 Easterwood Drive  
Tallahassee, FL 32311**

***PLEASE PARK IN THE PUBLIC PARKING LOT OFF OF WEEMS ROAD AND  
SIGN IN AT THE FRONT DESK***



**District II Local Emergency Planning Committee  
Tallahassee Fire Department  
Training Division Classroom  
2964 Municipal Way  
Tallahassee, FL 32304  
October 16, 2013 – 10:00 AM Eastern  
Meeting Minutes**

**1. Call to Order, Roll Call and Introductions**

Chairman Kevin Peters called the meeting to order, welcomed those in attendance, thanked the Tallahassee Fire Department for hosting the meeting and asked for self-introductions from those individuals present. He reminded all present to sign the attendance roster that had been passed out. The following members were present:

Members and Alternates

Barry, Scott	Leon County EMS
Brownell, Pam	Franklin County Emergency Management
Connell, Chris	Tallahassee Police Department
Eastman, Hal	Tallahassee Fire Department
Leiva, Nancy	Florida Dept. of Health
Lupton, G.W.	Tallahassee Community College
Paris, Jenifer	Florida Dept. of Environmental Protection OER
Peters, Kevin	Leon County Division of Emergency Management
Rainey, Eve	Florida Emergency Preparedness Association
Stewart, Gail	DOH – Leon County Health Department

Guests

Bellamy, Mike	Tallahassee Fire Department
Bradshaw, Brian	Florida Division of Emergency Management
Dilks, John	Tallahassee Fire Department
Doyle, Phillip	Tallahassee Memorial Healthcare
Fitzpatrick, Tim	Florida Dept. of Environmental Protection - Labs
Pescatore, Tom	Tallahassee Fire Department
Perry, Michelle	Tallahassee Police Dept/ North Florida Fusion Exchange
Schmid, Paul	City of Tallahassee, Water Quality

Staff

Rietow, Chris	Apalachee Regional Planning Council
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**2. Approval of Minutes**

Brian Bradshaw announced that Charles Brinkley has retired and will no longer be a member on the LEPC. Chris Rietow noted that he had made some minor corrections to the minutes. A motion to approve the minutes of the July 31, 2013 District 2 Local Emergency Planning Committee meeting was made by Nancy Leiva and seconded by Eve Rainey. The vote was unanimous.

**3. Chairman's Report**

Chairman Peters deferred to staff to provide the Chairman's report as he was unable to attend the meeting due to EOC preparations with respect to Tropical Storm Karen.

## **A. SERC Training Task Force (TTF) & LEPC Chairs/Staff Meeting Recap Tallahassee, FL – October 3, 2013**

### Review of Recent TTF Conference Calls

- Working on the planning of the HazMat Symposium, project tracking chart, TTF Coast Guard MOU for oil spill response and revision of existing protocols update
  - Revised appendices to HazMat FOG should be available for review by the January 2014 meeting

### 2014 HazMat Symposium Update - Jonathan Lamm

- January 23-24, 2014 in conjunction with Fire-Rescue East
- HazMat competition at front end (afternoon of SERC meeting - Jan. 22)
- Classes include Implementing at ToxMedic Program in Your Dept.; Grounding & Bonding; Emergency Response to a Radiological Dispersal Device; HazMat Tactics; Gas Detection; HazMat – Bomb Squad Integration; Ethanol Response; Mercury Spill Response; Propane Response; HazMat Medical Response; and Meth Lab Awareness
  - Request schedule from staff
- HMEP funding from LEPC eligible to pay for travel
- Flyer forthcoming

### DSOC Funding Update - John Khonke

- Letter of endorsement sent to DSOC asking for an actual comprehensive threat & vulnerability assessment before determining the reduction to 3 Type I WMD/HazMat teams per region (as recommended by the ad hoc funding committee)
- No impacts on Region 1 (only 3 teams) and Region 2 (only 2 teams)
- Would still be a hazmat team, but no longer recognized as a WMD team
  - Once this designation is removed, it is gone forever with the way it is written
- Amounts to about \$15K per team
- Fire discipline is just asking for some flexibility (very political as to what teams were chosen for reduction)
- Issue is being revisited at Oct. 15 DSOC meeting
- Will be sending out follow up letters to request the freedom to use the funding to keep additional teams thru increased coordination
- Eve Rainey noted that the request had been voted down again at the October 15<sup>th</sup> meeting 15-13
- Hal Eastman noted that he attended the meeting and that the issue really amounted to \$15K for every current team vs. enough funding adequately support three teams per region
- Chris Connell emphasized that the concept of regional assets should actually lend to sharing limited resources

### EPA Supplemental Environmental Projects (SEP) Discussion

- SERC member, Mike Murphy has been requesting DEM to develop of a Florida SEP database after he personally renewed the EPA-Florida MOU for SEPs

- No progress after 18 months of requests
- District 8 will propose the database creation as a potential SEP project to a facility that is facing fines for a release
- G.W. Lupton noted that when he could provide a link to the EPA database that contains many of the EPS SEPs
- Staff noted that there is still some confusion as to the role of the LEPC once a facility selects a local SEP
- Eve Rainey noted that it may be worth looking into the possibility of going around FDEM and to allow the EPA to directly coordinate with the LEPC
  - Staff noted that he would call Chris Russell of the EPA for additional information

#### Hazards Analysis Work Group Update

- Sept. 23 at FDEM
- Discussed additional options in reducing workload at LEPC/County and DEM staff levels
- Staff suggested a quality vs. quantity approach to reduce the number of visits each and an emphasis on the high risk facilities
- DEM attorney Jennifer Hinson will investigate opportunities to reduce the work load based on the bare minimum federal HA guidance
- Director Koon also met with FEPA President Ron Mills and Executive Director Eve Rainey to discuss HA issues

#### HA Contract Update (Paul Wotherspoon)

- Several unanticipated problems with issuing the HA contracts this year after the switch to E-Plan
  - Difficulty identifying active Section 302 facilities for HAs using E-Plan
- Building a spreadsheet to construct a comprehensive list of Section 302 facilities to accurately show active facilities in each county/region
  - E-Plan is not a good tool for this
- D. Mundy discussed his vision for the role of the LEPC as a reviewer of the HAs using a multi-disciplinary approach
- M. Murphy encouraged better coordination with other agencies that would result in a single visit and a comprehensive HA to reduce the burden on the facility

#### How-to-Comply Handbook Update (Kathy Ahlen)

- Last version was updated in 2008
- No pdf version available online (have to print by section)
- Great document to hand to facilities during site visits and several sections are in need of an update
- DEM will look into their options for an update

#### HMEP Contract Spending Requirement

- Discussion on reverting back to Oct. 1 - Sept. 30 100% system
- Will have to address the July - September 2015 gap
- Will address at the January 2013 LEPC Chairs & Staff meeting

## **State Emergency Response Commission (SERC) Meeting Recap**

**October 4, 2013 – St. Petersburg, FL**

New Primary Member LEPC Appointments were approved

1. Chief Mark Matthews, Jefferson County Fire Rescue (Firefighting Occupational Category)
2. Chief Wes Roberts, Tallahassee Fire Department (Firefighting Occupational Category)
3. G.W. Lupton, Tallahassee Community College (Local Environmental Occupational Category)

New Alternate Member Robert Hall, Jefferson County Emergency Management (Emergency Management Occupational Category) was also approved

SERC Approved all 11 LEPC Emergency Plans

- District 2 LEPC Plan approved and available upon request
- Staff noted that the LEPC Plan is normally viewed as a hazmat guidance document that can be used to update County Comprehensive Emergency Management Plans

SERC Approved District 2 Thomas Yatabe Award and Certificates of Appreciation nominees

- Chief Hal Eastman – Yatabe
- Scott Barry, Gail Stewart and Robby Powers – Certificates of Appreciation
- Staff noted that he was remiss in not applying for a Certificate of Appreciation for Training Task Force member Chief John Dilks who will be retiring from the Tallahassee Fire Department in November
  - Chairman Peters requested that staff develop a District 2 LEPC certificate for Chief Dilks' services

Additional Items of Interest

- Lengthy discussions on financials and (\$100K in HMEP being sent back last year)
- Will try to bring a DFS auditor to the next LEPC Chairs and Staff meeting to explain to changes coming down
- Requested that all facilities actually receive a letter reminder to report in addition to an email
- Discussion on E-Plan MOU as the single point of reporting as recommended in Federal Register
  - On hold until Fire Marshall is more comfortable that the data in E-Plan is accurate
- In negotiations with E-Plan as reporting tool for next year

### **B. Domestic Security Update: North Florida Regional Domestic Security Task Force Update**

- Regional Full Scale Exercise planning has begun
  - Concept & Objectives (C&O) Meeting held on October 9<sup>th</sup>
  - Initial Planning Conference (IPC) scheduled for October 24<sup>th</sup> at the FSU Mag Lab
  - Jennifer Paris suggested involving the DEP Environmental Response Team
- Readiness: Training Identification and Preparedness Planning (RTIPP) workshop in Daytona Beach on October 1-2
  - Retooling the Multi-Year Training and Exercise Plan (MYTEP) process
  - Workshop served as a brainstorming session to streamline efforts

#### 4. Staff Update

##### A. Regional Hazardous Material Response Training (page 7 of agenda)

FYY 2012-13 Training Summary

Date	Course	Location	Hours	Participants	Total Hours
10/22/12	160-hr HazMat Tech Training DVD purchase	Tallahassee Fire Dept.	N/A	N/A	N/A
1/16-18/13	Intro to CAMEO by LSU	Tallahassee Fire Dept.	24	15	360
2/18-20/13 and 2/25-27/13	(3) Clandestine Drug Lab Operations Level Courses	Tallahassee Fire Dept.	16 x 3	34	544
3/18-22/13	40-hr HazMat Tech* (partially funded w/HMEP)	Jackson Co. EOC	40	15	600
4/25/13	4-hr Awareness Level Course	Monticello VFD Training Room	4	16	64
7/9/13	8-hr Technician Refresher	Tallahassee Fire Dept. Training Division	8	31	248
7/17/13	4-hr Awareness Level Course	Gretna Police Department	4	8	32
9/24/13	4-hr Awareness Level Course	Jefferson County EOC	4	13	52
9/25/13	4-hr Awareness Level Course	Jefferson County EOC	4	19	76
<b>TOTALS</b>			<b>136</b>	<b>151</b>	<b>1,976</b>

##### Upcoming Training

- TRANSCAER Training was postponed due to unforeseen circumstances
- Scheduling an 8-hr Technician Level Refresher and some Awareness classes in coming months
- Will hold an additional 8-hr Technician Level Refresher in June
- Met with Chief Eastman to discuss potential training needs on Oct. 14<sup>th</sup>
- Please send staff any transportation-related hazmat training requests ASAP

##### B. HMEP Planning Project Update (page 9 of agenda)

- LEPC Full Scale HazMat Exercise was held July 21, 2013
- After Action Report/Improvement Plan has been completed
- WCOT will run a special on Tallahassee Matters in August
- Potential 2013-14 projects include Commodity Flow Study; Educational & Safety Workshops; Facility Hazards Analysis Summary; Section 302 Facility Outreach (recently completed Shelter-in-Place Seminars and LEPC Exercise)
- Staff announced that video was shown at the Region 2 RDSTF meeting and that he would make DVD copies available upon request

- Mike Bellamy noted the video was available on Youtube.com by googling WCOT Play

#### B. *Hazards Analysis Update*

- New contracts have been delayed due to some issues with E-Plan
- ARPC has received the contract for Calhoun, Gadsden, Gulf, Franklin, Liberty and Jefferson
- Deliverable dates have been pushed back due to the delays

#### C. *HazMat Incidents in District 2*

- See page 8 in the agenda package for a summary of District 2 release reports
  - 1 transportation incident with evacuations, injuries and deaths in Jackson with 3 injured
- See Graph II for incidents by LEPC District

#### Other Business

- Chief Hal Eastman introduced Lt. Tom Pescatore who briefed the LEPC on the recent chlorine release in Madison County
  - At Madison Water Treatment Plant
  - 1-ton cylinder valve issue
  - 45-min. response time
  - \$3,000 - \$4,000 in costs for response (low cost due to suits that were deemed salvageable)
  - Chairman Peters requested that staff coordinate with District 3 to obtain CAMEO data for Region 2
  - Staff asked Chief Eastman about cost recovery/mutual aid agreements with Region 2 counties
    - Chief Eastman explained that this incident has triggered discussion on that subject
    - Staff noted that he would send over some of the agreements that were developed as part of the Tri-State HazMat Mutual Aid Agreement efforts
- Chief Hal Eastman then reported on the tanker rollover response on Geddie Road
  - Gasoline and diesel spilled in ditch, but quickly contained with assistance from Forestry
- Jennifer Paris facilitated a discussion on the recent white powder event at the Collins Building (letter to Attorney General) to better understand DEP's role
  - Chris Connell, Hal Eastman, Scott Barry, Gail Stewart and Michele Perry discussed the different disciplines' roles and responsibilities
  - Mike Bellamy discussed some best management practices for dealing with the media during white powder events
- Jennifer Paris also passed out an information DEP Emergency Response brochure/card
- Chairman Peters announced that with the upcoming retirement of Chief John Dilks, a new Training Task Force representative from District 2 would need to be selected.
  - Staff provided some additional background on the expected responsibilities and explained the position should likely be filled by someone with a hazmat-centric background
  - Staff noted that Chief Dilks recommended Lt. Tom Pescatore and asked if there were any other interested parties

- Hearing none, Chairman Peters entertained a motion to make Lt. Tom Pescatore the TTF rep. The motion was made by Gail Stewart and seconded by Major Connell. The vote was unanimous.

Public Comment – No public comment provided.

**Next Meeting** – Chairman Peters was informed by Eve Rainey that FEPA Mid-Year would conflict with the proposed February 5, 2014 date. Chairman Peters noted that the next meeting would be held at the Tallahassee/Leon County Public Safety Complex and that new date would be scheduled as soon as possible.

**Meeting Adjournment**

Chairman Peters thanked the Tallahassee Fire Department for the use of their facility and for providing the coffee. There being no further business, the meeting adjourned at 11:35 AM Eastern Time.

**SIGNED:**

**ATTEST:**

\_\_\_\_\_  
**KEVIN PETERS**

\_\_\_\_\_  
**CHRIS RIETOW**

## **Florida EPCRA Sections 302 / 312 Reporting for Calendar Year 2013:**

This is a reminder that the time to file your year 2013 EPCRA Sections 302 & 312 Tier II chemical inventory data is fast approaching. The reports must be filed by March 1, 2014. This filing is required per Florida's Emergency Planning and Community Right-to-Know Act (EPCRA). As in prior years, you still have the option to either file online or submit paper.

Please note that we strongly encourage everyone to file online using the E-Plan's Tier II Online Reporting System. Most Florida sites currently have year 2012 chemical data already in E-Plan. You can access that data with your assigned Access ID & Password. **If you are receiving this email, then do not go into E-Plan and create a new Access ID & Password. Use your existing Access ID & Password. If you do not know your Access ID & Password, then please call 850-413-9970.** Note that the E-Plan Tier II Online Reporting System accepts electronic submissions from both EPA's Tier 2 Submit and Tier II Manager. Also, those that file online using E-Plan will not be required to file a paper report with the SERC or local LEPC. Those filing online using E-Plan will also need to check with their local fire department for their specific reporting preference (electronic vs. paper submission).

Florida Tier II filers will be able to file their year 2013 Tier II reports in E-Plan beginning on December 27, 2013. You will be able to submit your Tier II Chemical Inventory reports online as well as pay your annual registration fee. E-Plan's Tier II Online Reporting System web site is available at: <https://erplan.net>.

E-Plan Online training videos are available for viewing at the following web site: <http://eplannews.utdallas.edu/Training.htm>.

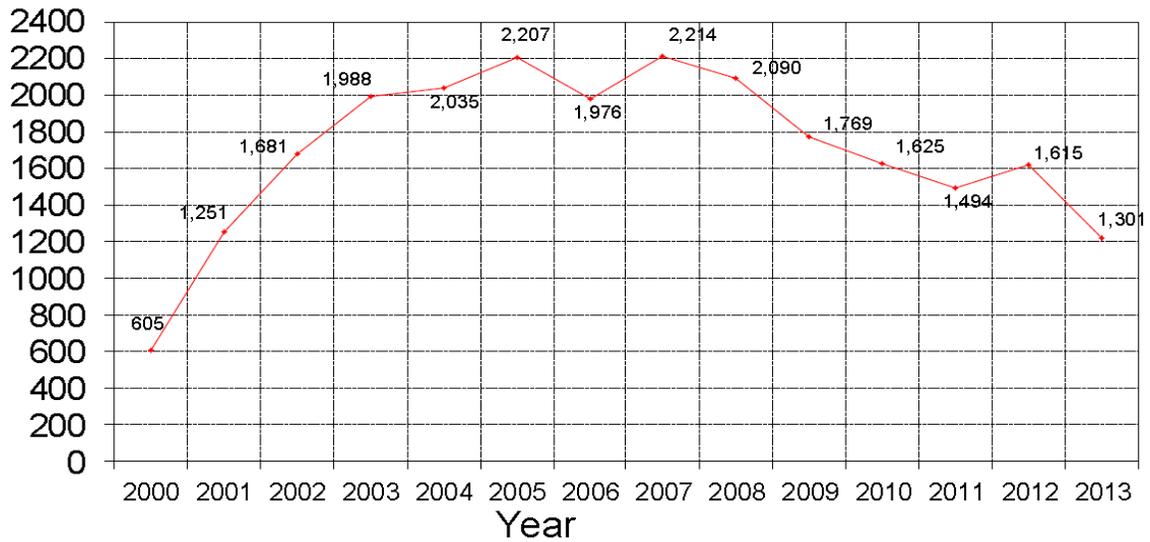
The United States Environmental Protection Agency's Tier 2 Submit software is available at: <http://www.epa.gov/osweroe1/content/epcra/tier2.htm>.

Guidance for Tier 2 Submit is available in question and answer format at the following site: <http://www.epa.gov/emergencies/content/epcra/tier2submitfaq.htm>.

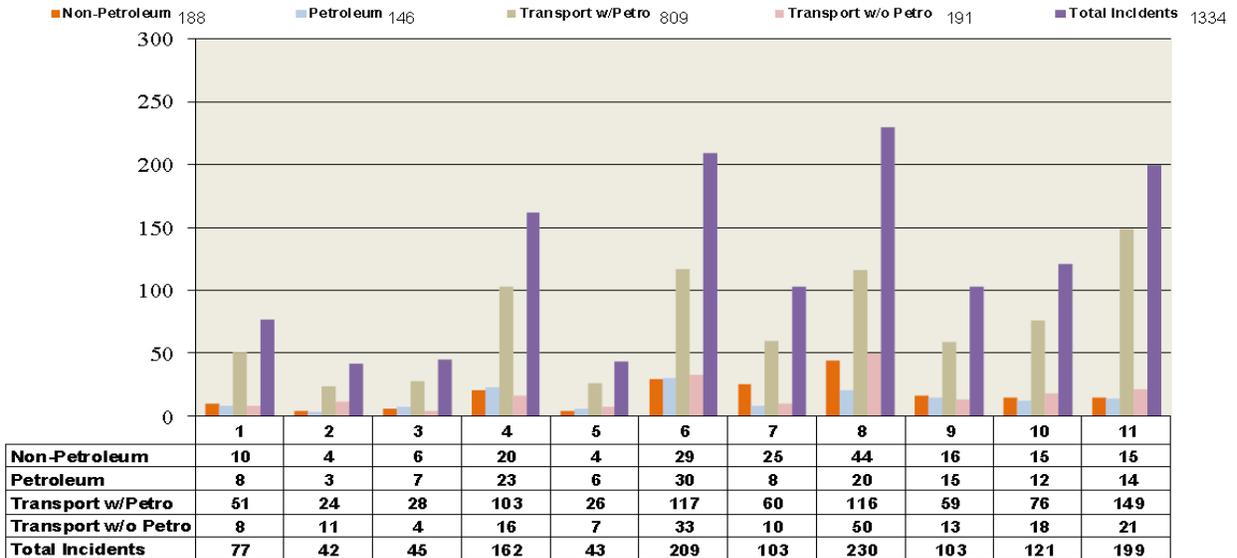
For the current reporting year (**2013**), paper forms will still be accepted. However, note that the United States Environmental Protection Agency has passing rule making which has added many new data elements to the form. More information can be found at: <http://www2.epa.gov/epcra-tier-i-and-tier-ii-reporting>.

Those that opt to file paper Tier II reports will need to send copies to the State Emergency Response Commission, the Local Emergency Planning Committee (LEPC) and to the fire department. Florida specific forms are available at: <http://www.floridadisaster.org/HazMat/SERC/morformz.htm>.

**Graph I**  
**HAZARDOUS MATERIALS INCIDENT REPORTS**  
 (January 1, 2000 through December 31, 2013)



**GRAPH II**  
**HAZARDOUS MATERIALS INCIDENT REPORTS**  
 BY LOCAL EMERGENCY PLANNING COMMITTEE DISTRICT



The figures in Graph II compare incidents that occurred at fixed facilities to those involving transportation-related incidents during the same time period (Dec. 1, 2012 – November 30, 2013). Incidents in Graph II have been further refined to list petroleum vs. non-petroleum incidents for both fixed and transportation-related incidents.