

# 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*



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***District II Local Emergency Planning Committee Meeting***  
**Wednesday, April 9, 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. Section 304 Emergency Release Notification..... 8
  - B. Hazardous Materials Training..... 10
  - C. Hazards Analysis Update
  - D. Hazardous Materials Incidents in District 2..... 11
5. Other Business
6. Public Comment
7. Next Meeting Date and Location – proposed **August 6, 2014** (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/Leon Public Safety Complex  
Room 112  
911 Easterwood Drive  
Tallahassee, FL 32311  
February 12, 2014 – 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 everyone for coming to the meeting in the new Tallahassee/Leon Public Safety Complex and asked for self-introductions from those individuals present. He reminded all present to sign the attendance roster that had been passed out. Chairman Peters also noted that he would provide a tour of the facility at the conclusion of the meeting for those interested. The following members were present:

**Members and Alternates**

Andreasen, Rodney	Jackson County Emergency Management
Barry, Scott	Leon County EMS
Brownell, Pam	Franklin County Emergency Management
Doyle, Phillip	Tallahassee Memorial Healthcare
Eastman, Hal	Tallahassee Fire Department
Gray, Laymon	FSU, Environmental Health and Safety
Ifft, Sylvia	Florida Department of Law Enforcement
Leiva, Nancy	Florida Dept. of Health
Nelson, Scott	Wakulla County S.O. – Emergency Management
Paris, Jenifer	Tallahassee Community College
Peters, Kevin	Leon County Division of Emergency Management
Quillin, Tom	Leon County Emergency Medical Services
Rainey, Eve	Florida Emergency Preparedness Association
Schmid, Paul	City of Tallahassee, Water Quality
Stewart, Gail	DOH – Leon County Health Department

**Guests**

Bradshaw, Brian	Florida Division of Emergency Management
Cavicchia, Philip	Florida Department of Health
Dameron, Tress	Franklin County Emergency Management
Downey, Kathleen	City of Tallahassee, Water Quality
Lieberman, Eric	FDOH, Bureau of Radiation Control
MacDonell, Sam	FDOH, Leon County

**Staff**

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

A motion to approve the minutes of the October 16, 2014 District 2 Local Emergency Planning Committee meeting was made by Eve Rainey and seconded by Nancy Leiva. The vote was unanimous.

### **A. SERC Training Task Force (TTF) & LEPC Chairs/Staff Meeting Recap Daytona Beach, FL – January 21, 2014**

Chairman Peters provide a quick overview on the meetings and deferred to staff to provide additional details.

#### 2014 HazMat Symposium Update - Jonathan Lamm

- Was held on January 23-24, 2014 in conjunction with Fire-Rescue East
- Command staff structure greatly improved planning efforts compared to previous year
- Would like to start planning efforts for a 3rd symposium in February
- HMEP funding from LEPC was eligible to pay for travel and registration fee
  - District 2 sent 3 TFD personnel and one rep (Jennifer Paris) from TCC
  - Chief Eastman and Jennifer Paris stated their positive reviews on the Symposium
    - Chief Eastman noted that some additional publicity would help in adding more attendees
    - He also added that a break from Fire Rescue East would not likely hurt attendance and may help reduce the registration costs

#### Domestic Security Funding - Reduction of Statewide HazMat Assets (John Khonke)

- 10 teams were lost due to the DSOC imposed reduction (effective March 2015)
- Total of about \$115,000 (\$15k per team)
- Lost the vote 15 - 13 (7 of FDLE SACs and 6 Sheriffs), LE outnumbered the other disciplines
- J. Khonke is still working to get the funding back by continuing to push the risk analysis to educate DSOC and stakeholders
- TTF formed the HazMat Capabilities group to assist with this effort

#### 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 had proposed the database creation as a potential SEP project to a facility that is facing fines for a release
  - The fine was reduced to \$1,000 which was not enough to pursue this project

#### Executive Order 13650 Update

- EO 13650 on Chemical Facility Safety with ongoing listening sessions as a result of the West, Texas incident
- President Obama wants draft completed by May 1
- [www.govevents.com](http://www.govevents.com)
- OSHA, DHS and EPA involved
- Florida stakeholders (M. Marshal) have been promoting the funding of E-Plan

- Passed motion to recommend the SERC send a letter to the Executive Order 13-650 group promoting the use of the variety of unfunded existing tools for first responders
- EO group is looking at everything, including EPCRA, CERCLA, 112r, CFATS, List of Lists in this current fact-finding phase

#### TRANSCAER Update – Paul Wotherspoon

- Currently holding training in 3 locations across State (Jacksonville, Ft. Lauderdale, Tampa and Pensacola)
- Sessions include chlorine, ethanol and anhydrous ammonia
- Will hold in conjunction with HazMat Symposium next year
- May consider doing some night training next year to allow for more attendees
- Can bring on additional short rail lines next year
- Tremendous hands-on training based on feedback so far

#### Hazards Analysis Contract Working Group Report – Dwayne Mundy

- Report on different proposed alternatives regarding moving the HA programs to the LEPCs/RPCs
- Still in discussions on how the reviews would be handled (DEM, LEPC, or both)
  - Issue tabled until work group has time to meet and come back with workable recommendations
- Chris Rietow noted that the potential movement of the HA contracts to the RPC/LEPCs has been a delicate situation as several counties have expressed concerns about a reduction in funds if this happens
- Chris Rietow also explained that the LEPC Plan, which references the HA data, is required to be updated annually and approved by the SERC, so it may make sense for the LEPCs to ultimately be responsible for the HA data as opposed to DEM
- The members discussed at length the strengths and weaknesses of CAMEO and E-Plan and staff promised to keep the LEPC posted

### **State Emergency Response Commission (SERC) Meeting Recap January 22, 2014 – Daytona Beach, FL**

New Primary Member LEPC Appointments were approved

1. Philip Doyle, Tallahassee Memorial Healthcare (Hospital Occupational Category)
2. Paul Schmid, City of Tallahassee, Aquifer Protection (Local Environmental Occupational Category)

New Alternate Member Jennifer Paris, Tallahassee Community College (Local Environmental Occupational Category) was also approved

Thomas Yatabe Award and Certificates of Appreciation

- Chief Hal Eastman – Yatabe
- Scott Barry, Gail Stewart and Robby Powers – Certificates of Appreciation
- Chairman Peters and Chris Rietow handed out the awards to the award winners
- Denise Imbler asked Eve Rainey to provide some information on Thomas Yatabe and the history of the award

*Domestic Security Update: North Florida Regional Domestic Security Task Force Update*

- Operation Deep Freeze – RDSTF TTX and FSX
  - Next planning meeting is scheduled for February 27<sup>th</sup> at the Public Safety Complex
  - TTX – April 23<sup>rd</sup>; FSX Tallahassee – April 28<sup>th</sup>; FSX Lake City – May 1<sup>st</sup>

**4. Staff Update**

A. West, Texas AN Presentation – Staff gave a PowerPoint presentation that had been compiled by Eric Anderson, District 3 LEPC Staff

- Denise Imbler provided flyers on the upcoming 3<sup>rd</sup> Annual Rural Summit which will host several ‘players’ for the West, Texas incident as well as many other speakers from recent emergency events

B. *Regional Hazardous Material Response Training*

FY 2013-14 Training Summary

Date	Course	Location	Hours	Participants
11/20 /13	New HMEP Training Laptop Purchase	N/A	N/A	N/A
1/22/14	HazMat Symposium	Daytona Beach	N/A	4
11/21/13	8-hr OSHA HazMat Technician Level Refresher Course	TFD Training Division Facility	8	27

Upcoming Training

- Holding 3 8-hr HazMat Incident Commander Training Courses for the A, B and C shifts for the TFD HazMat Teams on April 14-16
  - Chief Eastman noted that there will be approximately 10 extra slots per class available
  - Staff noted that he would send out a flyer after DEM approves the course
- Monticello VFD Awareness Level Course on Feb. 27
- Awareness Level Courses for the FSU First Responder Unit
- 4 District 2 paid for registration/travel of personnel sent to the training component of the 2014 HazMat Symposium
- Funding for FY 2013-14 almost fully obligated

C. *Hazards Analysis Update (page 9 of agenda)*

- Completed and submitted the first deliverable on Dec. 1<sup>st</sup> to DEM for Calhoun, Franklin, Gadsden, Gulf, Jefferson and Liberty Counties
- Working to complete Leon County’s first deliverable
- March 1<sup>st</sup> is reporting deadline for facilities
  - Receiving calls for technical assistance
  - Better communication from DEM (reminder letter and emails)

B. *HazMat Incidents in District 2*

- See page 9 in the agenda package for graphical info

- No summary of District 2 release reports as no incidents reported
- 1 transportation incident with evacuations, injuries and deaths in Jackson with 3 injured
- Graph I shows continued decline in hazmat incident reports since 2007
- Graph II for incidents by LEPC District (fixed vs. transportation)

Additional update – LEPC Biennial Exercise tentatively scheduled for June 4, 2014 with CSX; LEPC Planning Project (Hazards Analysis Facility Summary)

Other Business – No other business noted.

Public Comment – No public comment given.

**Next Meeting** – Tentatively May 7, 2014 (location TBD). Rodney Andreasen explained that he would be happy to host the next meeting in Marianna. Chairman Peters that staff could poll the members via email to see what works best for everyone.

**Meeting Adjournment**

Chairman Peters thanked everyone for their attendance and participation. He asked for those interested in the facility tour to meet him upstairs after the meeting. There being no further business, the meeting adjourned at 11:30 AM Eastern Time.

**SIGNED:**

**ATTEST:**

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

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

## **Section 304 Emergency Release Notification**

Section 304 requires certain releases of chemicals to be reported by the facility owner or operator. There are two types of chemicals that require reporting under this section:

- 1) Extremely Hazardous Substances (EHSs); and
- 2) Comprehensive Environmental Response, Compensation and Liability Act (CERCLA) hazardous substances.

Both the EHSs and the CERCLA hazardous substances are found in the "Title III Consolidated List of Chemicals."

If an amount equal to, or greater than, the reportable quantity (RQ) is released or spilled from a fixed facility, notification must be made immediately (within 15 minutes) to the SERC and LEPC by calling the Florida State Warning Point (SWP) at **(850) 413-9911 or (800) 320-0519** (this telephone is answered 24 hours a day and is an EMERGENCY number only). An RQ is the amount which requires notification if released into the environment (air, water or land). In addition, CERCLA spills must also be reported to the National Response Center at **(800) 424-8802**. In the event that the incident is transportation related, Section 304 requirements can be met by calling 911 or, in the absence of a 911 system, contacting the local telephone operator.

This emergency notification must include:

- 1) the chemical name;
- 2) an indication of whether the substance is an EHS;
- 3) an estimate of the quantity released into the environment;
- 4) the time and duration of the release;
- 5) the medium into which the release occurred;
- 6) any known or anticipated acute or chronic health risks associated with the emergency and, where appropriate, advice regarding medical attention necessary for exposed individuals;
- 7) proper precautions, such as evacuation; and
- 8) the name and telephone number of a contact person.

EHS/CERCLA releases of greater than or equal to the RQ that occur under normal operations and are stable in quantity and rate are to be reported under "Continuous Release" reporting guidelines only if the release does not qualify as a "Federally Permitted Release."

The Section 304 Reporting Form was developed by the SERC to familiarize a facility with the information that will be needed when reporting a release over the telephone. Use of the form is not mandatory, and the form should not be mailed in. It is recommended that the form be reviewed and then filed for use if a release occurs.

As soon as practicable (within seven days) after a release which requires notification, the owner or operator of the facility must provide one or more written follow-up emergency notice(s). The Section 304 Reporting Form must not be used for the written follow-up notice. The written follow-up emergency notice(s) must include:



- 1) information setting forth and updating the information required for the initial emergency notification;
- 2) actions taken to respond to and contain the release;
- 3) any known or anticipated acute or chronic health risks associated with the release; and
- 4) advice regarding medical attention necessary for exposed individuals.

This follow-up notice must be sent to:

- 1) the SERC; and
- 2) the appropriate Community Emergency Coordinator for the LEPC, at the LEPC mailing address.

The map which shows the boundaries of the LEPCs and their addresses is located above.

The SERC's address is:

State Emergency Response Commission  
2555 Shumard Oak Boulevard  
Tallahassee, Florida 32399-2100  
Fax: (850) 488-1739

**EXEMPTION:** Section 304 does not apply to any release of an EHS which results in exposure to persons solely within the site on which the facility is located. However, caution dictates that notification be made anyway, unless you are certain that the release will not result in exposure to persons outside the site.

**NOTE:** Releases of CERCLA hazardous substances are also subject to the release reporting requirements over their respective RQs of CERCLA Section 103 (40 CFR, Part 302).

EPA regulations implementing Section 304 are set out in 40 CFR Part 355.



## FREE HAZARDOUS MATERIALS TRAINING

### District 2 LEPC

Presents



# Hazardous Materials Incident Commander Training Street Level Command and Control (8-Hours)

### Course Description

District 2 LEPC is sponsoring a total of three 8-hour HazMat Incident Commander “Street Level Command and Control” Courses. This interactive course was designed with first responders in mind. It is a practical approach towards street level command and control activities, addressing the theory and practical application of the first level of command during a HazMat scene. Offering a straightforward approach to the response science, referencing, communication practices while combining basic concepts with real world application and operational insight.

The course meets the National Fire Protection Association’s (NFPA) 472 *Standard for Competencies for Hazardous Materials Responders to Hazardous Materials/Weapons of Mass Destruction Incidents* (Edition 2013) core competencies found in Chapter 8 *Competencies for Incident Commanders*.

### Target Audience:

Any operational responder that has first level command responsibilities, reference, hazard/risk assessment, scene management and monitoring responsibilities at a HazMat/WMD event. To Include: Operational Level with Mission Specific; Technician Level; Hazardous Materials Officer; Hazardous Materials Safety Officer; and Hazardous Materials Incident Commander.

### Course Highlights:

Scenario Based Street Level Command and Control is intended to help response personnel respond quickly to incidents involving HazMat/WMD. Training is designed to enhance the safety and protection of response personnel and components of the HazMat/WMD response. The program allows students’ discovery of the command and control influences that have basis within the HazMat incident and to principles that are consistent with all incidents. Participants will work on scenarios in organizing the ICS response team, protecting response personnel, identifying and using response resources, decision-making and protecting the public. Training will cover both transportation and fixed facility incidents.

**Dates:** April 14, 15, or 16, 2014

**Times:** 8:00 am – 5:00 pm

**Location:** Tallahassee FD Training Division – Classroom 2  
2964 Municipal Way, Tallahassee, FL 32304

For more information, please contact: Chris Rietow, LEPC Staff at (850) 488-6211 ext. 102 or e-mail at [chris.rietow@thearpc.com](mailto:chris.rietow@thearpc.com).

## Hazardous Materials Incident Report - Table 1

12/1/2013 Thru 2/28/2014

### Potential Section 304 Investigations

02 - Apalachee Regional Planning Council

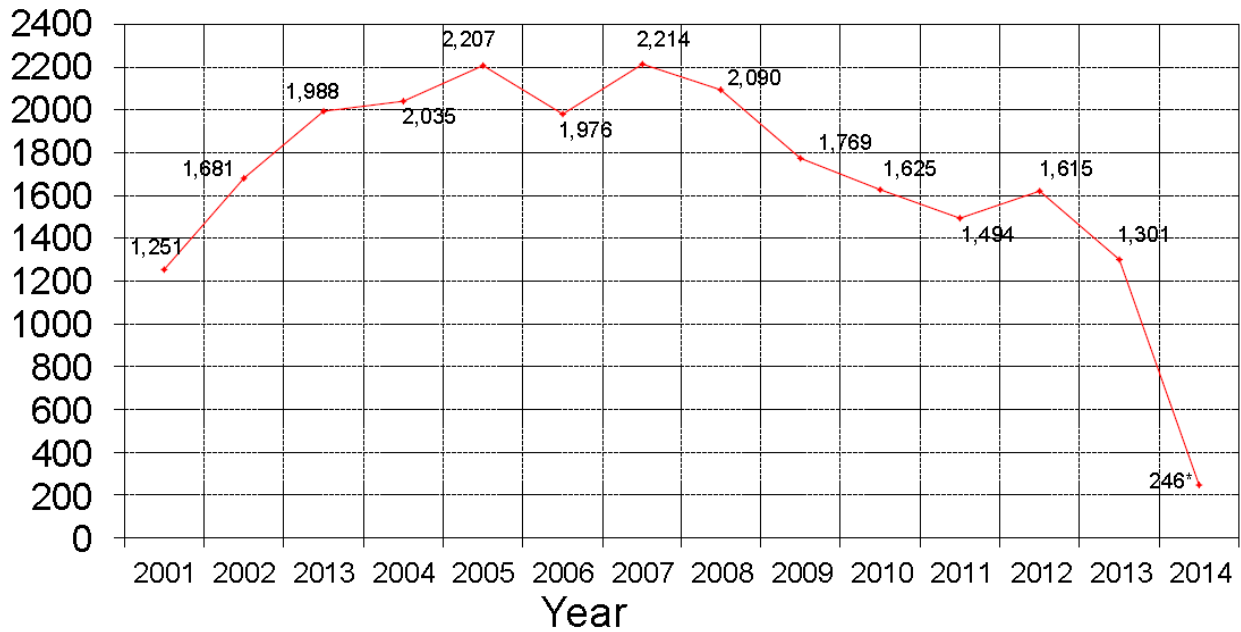
**JACKSON COUNTY**

Release Date	Chemical Name	Release Amt	Business Type	Action Date	Comment	Sector
02/27/2014	Chlorine Gas	<9	WTP	02/27/2014	Received 7-day follow-up report	Public

**LEON COUNTY**

Release Date	Chemical Name	Release Amt	Business Type	Action Date	Comment	Sector
02/04/2014	Unknown	Unknown	Meth Lab @ Apartment	02/13/2014	Closed	Private

**Graph I**  
**HAZARDOUS MATERIALS INCIDENT REPORTS**  
(January 1, 2001 through February 28, 2014)



\*Year 2014 releases through February 28.