

# LOCAL EMERGENCY PLANNING COMMITTEE, DISTRICT II

2507 Callaway Road, Suite 200, Tallahassee, Florida 32303  
Office (850) 488-6211 ext. 102 Fax: (850) 488-1616

*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, July 30, 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..... 8
  - B. Domestic Security Update: North Florida Regional Domestic Security Task Force (NFRDSTF)
4. Staff Updates – Chris Rietow
  - A. Hazardous Materials Training..... 10
  - B. HMEP Planning Project Update
  - C. Hazards Analysis Update
  - D. LEPC Emergency Plan Update
5. Other Business – Carl Edmiston CIV, U.S. Coast Guard
6. Public Comment
7. Next Meeting Date and Location – proposed **October 15, 2014** (Public Safety Complex).

\*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  
April 9, 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. The following members were present:

Members and Alternates

Barry, Scott	Leon County EMS
Ellerbe, Carol	Jefferson County Emergency Management
Gray, Laymon	FSU, Environmental Health and Safety
Leiva, Nancy	Florida Dept. of Health
Lieberman, Eric	FDOH, Bureau of Radiation Control
McCloud, Jacar	American Red Cross
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

Cavicchia, Philip	Florida Department of Health
Downey, Kathleen	City of Tallahassee, Water Quality
Evans, Jeff	National Weather Service
Nagy, Jennifer	Leon County Division of Emergency Management
Pescatore, Tom	Tallahassee Fire Department
Powers, Robby	City of Tallahassee/Emergency Management
Spettel, Wayne	Volunteer Leon

Staff

Rietow, Chris	Apalachee Regional Planning Council
---------------	-------------------------------------

**2. Approval of Minutes**

A motion to approve the minutes of the February 12, 2014 District 2 Local Emergency Planning Committee meeting was made by Gail Stewart and seconded by Carol Ellerbe. The vote was unanimous.

## **A. SERC Training Task Force (TTF) & LEPC Chairs/Staff Meeting Recap Tallahassee, FL – April 3, 2014**

### HazMat Symposium Report - Jonathan Lamm

- Hotwash Notes and Evaluation Summary available
- Consensus to move Symposium from January to April
- Would likely get more value for the dollar at another venue
- Spend around \$35K for 4 low visibility classrooms over two days with a registration table that was difficult to find
- 200 people registered (many people at Fire Rescue East also attended)
- Many site constraints at the Daytona Beach location (difficult to stage props such as tankers or rail cars)
- Will determine outcome via conference call with the Florida Fire Chief's Association on April 30th
- May consider hiring an event planner this time around for registration (funding available per Paul, budget authority is the issue)

### Reduction on 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)
- Entering 2015 funding conference calls for identifying priorities
- Still making an issue that the 10 teams lost (unfunded), need to be brought back on
- Still getting shot down b/c the overarching risk assessment is not completed
  - looking at end-of-the-year completion date
  - will be using an out-of-Florida consultant to keep things neutral

### Executive Order 13650 Handout - Paul Wotherspoon

- Still no consensus on what actions will be taken
- Rapidly approaching deadline
- LEPCs may play a larger role nationally (no mention of funding) - Forest Willis U.S. Coast Guard
- Florida's regional LEPC structure is being discussed as a good model by PHMSA (Tim Date)
- No movement on funding for E-Plan

### Update on Public Safety Operations Training Field Guide

- 2 quotes have been received
- Will be reviewed by committee of TTF

### EPA Supplemental Environmental Projects (SEP) – Richard Butgereit

- 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
- DEM is working on an online database that will accommodate needs
- Once completed, DEM will need the LEPCs to populate the database
- Looking at Fall completion date

### TRANSCAER Update - P. Wotherspoon

- 4 trainings across the State (Pensacola, Jacksonville, Tampa, Ft. Lauderdale)

- 539 attendees trained
- Safety train at all 4 sites (ethanol, chlorine and anhydrous ammonia)
- Very well received and will continue efforts for more training next year
- Will also be held in conjunction with HazMat Symposium
- Will try to emphasize nights and weekends next year to help with VFD participation

Hazards Analysis Contract Working Group Report – Dwayne Mundy

- HA Workgroup recommendation presented to LEPC Chairs and Staff
- LEPC Chairs and Staff endorsed recommendation with two changes (see handout)
  - RPCs take on contracting responsibilities this year
  - HA contract combined with LEPC Support Staff contract to further reduce contracting responsibilities of DEM
  - All contingent upon approval of DFS an acceptable deliverable
- Staff emphasized that the LEPCs are eager to take this task on and to make improvements to the existing program

Rural Summit Presentation - Major Shawn Wood  
 - Preview on the 3rd Annual Rural County Summit

**State Emergency Response Commission (SERC) Meeting Recap  
 April 4, 2014 – Tallahassee, FL**

New Primary Member LEPC Appointments were approved

1. Chief Scott Haire, Quincy Fire Dept. (Firefighting Occupational Category)
2. Eric Lieberman, FDOH, Bureau of Radiation Control (Health Occupational Category)

New Alternate Member Tress Dameron, Franklin County Emergency Management (Emergency Management Occupational Category) was also approved

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

- Operation Deep Freeze – RDSTF TTX and FSX
  - Final planning meeting is scheduled for April 11<sup>th</sup> at the Public Safety Complex
  - TTX – April 23<sup>rd</sup>; FSX Tallahassee – April 28<sup>th</sup>; FSX Live Oak – May 1<sup>st</sup>

**4. Staff Update**

A. Section 304 Emergency Release Notification (see page 8)

B. *Regional Hazardous Material Response Training*

Training Summary

Date	Course	Location	Hours	Participants
1/22/14	HazMat Symposium	Daytona Beach	N/A	4
2/27/14	HazMat Awareness	Monticello VFD	4	30
3/26/14	4-hr Awareness	FSU	4	21

Upcoming Training

- Holding three 8-hr HazMat Incident Commander Training Courses for the A, B and C shifts for the TFD HazMat Teams on April 14-16 (see page 10 for flyer)
- Working to schedule an 8-hr Technician/HAZWOPER Refresher
- Funding for FY 2013-14 almost fully obligated
- HMEP Training Costs
  - New US DOT Requirements on HMEP application
  - Can't exceed 25% on HMEP training
  - Need estimates by April 14th

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

- Completed and submitted the first deliverable on Jan. 1<sup>st</sup> to DEM for Calhoun, Franklin, Gadsden, Gulf, Jefferson and Liberty Counties
- Submitted Leon County's first deliverable on March 1<sup>st</sup>
- Submitted a letter for 30-day extension on prior to April 1<sup>st</sup> deadline
- March 1<sup>st</sup> is reporting deadline for facilities
  - Received numerous calls for technical assistance on reporting

*C. HazMat Incidents in District 2*

- See page 11 in the agenda package for District data
  - 2 release reports involved a chlorine gas release as well as a meth lab
- Graph I shows continued decline in hazmat incident reports since 2007

Additional items for staff update – LEPC Biennial Exercise tentatively scheduled for June 4, 2014 with CSX

Staff reviewed the six eligible LEPC Planning Projects and discussed the current one (Hazards Analysis Facility Summary). Staff requested for members to contact him by April 14<sup>th</sup> with input if they have a preference on one of the projects that they would like to see completed by the LEPC.

Other Business – Chairman Peters announced that the Region 2 Multi Year Training and Exercise Planning (MYTEP) Workshop will be held on May 7<sup>th</sup> at 10am in the Leon County EOC.

Jeff Evan announced that the NWS is sponsoring another Hurricane Expo at the Tallahassee Regional Airport on May 22<sup>nd</sup> and invited organizations to participate.

Eric Lieberman asked the group if there was any interest in the LEPC sponsoring another 40-hr HAZWOPER course. Staff explained that he would contact agencies that have participated in the past to gauge demand.

Gail Stewart announced that Madison County was holding a nighttime Full Scale Exercise on April 10<sup>th</sup> that will evaluate decontamination procedures.

Public Comment – No public comment given.

**Next Meeting** – Proposed for Wednesday, July 30, 2014 at the Leon/Tallahassee Public Safety Complex.

**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**

## Building Productive Relationships with First Responders

In the event of an incident at your facility, a coordinated and effective emergency response plan is essential to limit the potential consequences of a fire, explosion, spill or other accident. Developing a relationship with local first responders, communicating your emergency plan and integrating their recommendations before an accident occurs are critical components to successful emergency response management.

Establishing a proactive and positive relationship between your retail facility, the Local Emergency Planning Committees (LEPCs), and local responders will foster a better understanding of your facility and ensure that, in the event of an accident, first responders know how to approach your facility, reduce risk and limit the potential for more significant damage.

The following steps offer an avenue to development of a coordinated emergency response plan.



### Extend an Invitation:

- Send Invitations to local fire departments and LEPC members requesting them to tour your ag retail facility. This could be an invitation developed by ARA, or joint effort with first responders.

### Review a Pre-Tour Checklist:

- Provide a background about what ag retailers sell and your services.
- Provide a one-page handout on how you handle chemicals.
- Discuss your fire prevention and emergency action plans for your retail site and chemical warehouses or storage facilities.
- Provide a site map indicating the recommended isolation zones and protective action zones, as recommended by the Department of Transportation (DOT).
- Communicate the level and type of training your employees have undergone.
- Offering to be a resource if need for transportation accidents first responders responder to or your tankers to haul water if need by fire department – need to address the alternatives to water (ventilation and containment)
- Describe what package pesticides are onsite, how they are handled and when they are stored in high and low volumes.
- Explain the Material Safety Data Sheet (MSDS) is only a good reference document, if two or more products become mixed in a fire situation; there is no MSDS for mixes because there are too many variables, products and quantities.
- Know the safety and fire hazards associated with dry bulk pesticides, if applicable.
- Know the safety and fire hazards associated with bulk pesticides, if applicable.
- Discuss situations when first responders should take a defensive position, order an evacuation or let the fire burn out.
- Know the safety and fire hazards associated with liquid fertilizers and dry fertilizers, if applicable.
- Know the safety and fire hazards associated with anhydrous ammonia (NH<sub>3</sub>), if applicable.
  - Review NH<sub>3</sub> Plant Leak procedures.
  - What to do in the event of a NH<sub>3</sub> nurse tank roll over.
  - Review NH<sub>3</sub> Personal Protective Equipment (PPE).
  - Review correct usage of water with NH<sub>3</sub> including a clear understanding about containing run-off if water is used.
- No water on liquid or aerosol releases, only on vapor, IF absolutely needed.

- Understanding how pressure and temperature are related – venting vapor will cool the liquid.
- Understanding the dynamics of the four types of release – aerosol stream, aerosol dense gas, vapor and liquid.
- Containment and control options (using fans to back up responders as they tarp and cover option).
- Rapid entry rescue methods.
- Proper methods of doing decontamination for vapor (fan) and for aerosol burns (full-body wash).
- Methods of moving away from an ammonia release – lateral and upwind.
- Benefits of shelter-in-place and inside safe refuge locations.
- Use of alternative mitigations (wet wash cloth/shower) to decontaminate/treat individuals exposed to ammonia.
- Review why and when, because of the nature of the products, sprinklers are not used in retail facilities (e.g. reacting with water, water from sprinkler mixing with the chemical would be a contamination issues going into drains and storm drains).
- Ensure emergency/cell phone numbers of ag retailer, site maps, and first-in response recommendations are clearly posted at plant entrances.

### Tour the Ag Retail Facility:

- Point out fire hydrant locations, storm sewer drains, surface water direction flow, etc.
- Assist first responders in understanding the layout of buildings.
- Inform about construction type and building materials used [steel, wood, concrete roofing material, etc.].
- Find and mark locations of electrical disconnects, natural gas or liquid propane shut-offs.
- Share information about products stored in each building.
- Determine which buildings house particular chemicals, grains and equipment
- Check for physical hazards in the area.
- Ask for ideas on correcting any potential fire hazards.
- Determine prevailing wind direction and downwind life safety and environmental concerns.
- Determine the best response routes and first responder meeting point(s).

### Post-Tour:

- Ask first responders for any suggestions on how your ag retail facility could be safer and when they can get together again.



# EMERGENCY RESPONSE ANALYSIS

FloridaDisaster.org GATOR  
Geospatial Assessment Tool for Operations and Response

USNG: 16RGU5751569726 | Lat: 30° 25.93' N Lon: 84° 19.13' W | Lat: 30.4321539 Lon: -84.3187883 | Map Scale: 1:72,223

16RGU6581064865

Emergency Response Analysis

Emergency Response Analysis

Draw Area To Search Layers

- AIRPORTS
- BOAT RAMPS
- BRIDGES
- COLLEGES
- COMMUNICATIONS
- COMMUNITY CENTERS
- CORRECTIONAL FACILITIES
- DAY CARES
- EMERGENCY MEDICAL SERVICES



## FREE HAZARDOUS MATERIALS TRAINING

### District 2 LEPC

Presents



## FREE 8-hour OSHA HazMat Technician Level Refresher Course

The District 2 Local Emergency Planning Committee is sponsoring a one-day (8-hour) **HAZWOPER Refresher Training** for public safety responders, public works, public health, and utilities employees. This course provides OSHA Technician Level trained personnel first-on-the-scene with refresher information needed to recognize, evaluate, and control an incident involving the release or potential release of hazardous materials. It is intended for members of a hazardous materials response team, teams that are being formed, or for others who may be called upon to respond to a chemical emergency.

The focus of the course is on recognizing and evaluating a hazardous materials incident, organizing the response team, protecting response personnel, identifying and using response resources, implementing basic control measures, decision-making and protecting the public.

Topics to be discussed are: chemical and physical properties of hazardous materials; toxicology; recognition and identification of hazardous materials; direct-reading instruments; standard operating guides, personnel protection and safety; and sources of information.

This program will concentrate on response to hazardous materials emergencies at the Technician Level using the criteria established by Florida State Emergency Response Commission.

**Date:** July 31, 2014

**Time:** 8:00 am – 5:00 pm

**Location:** Tallahassee FD Training Division – Standards Room  
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 [crietow@theapc.com](mailto:crietow@theapc.com).