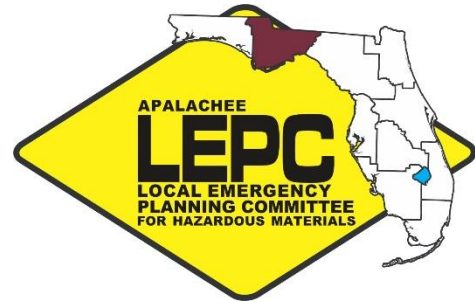


APALACHEE LOCAL EMERGENCY PLANNING COMMITTEE

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

Chairman: Kevin Peters
Vice Chairwoman: Gail Stewart
Training Task Force Member: Melissa Woehle

Staff to the Committee: Apalachee Regional Planning Council



Apalachee Local Emergency Planning Committee Meeting

Tuesday, July 26, 2016

10:00 AM Eastern

*****Capital Area Chapter of the American Red Cross*****

1115 Easterwood Drive

Tallahassee, FL 32311

AGENDA

1. Call to Order, Roll Call, and Introductions
2. Approval of Minutes
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 – Gina Mendicino
 - a. Hazardous Materials Training
 - b. HMEP Planning Project – HazMat Commodity Flow Study
5. Other Business
 - a. Presentation from Department of Transportation
6. Public Comment
7. Next Meeting Date and Location – To Be Determined.

*Requires a Motion from the Committee

**Capital Area Chapter of the American Red Cross
1115 Easterwood Drive
Tallahassee, FL 32311**



The Capital Area Chapter of the American Red Cross is located adjacent to the Tallahassee/Leon Public Safety Complex. The parking lot entrance is on Easterwood Drive. You are not required to sign in upon entering the facility.

**Apalachee Local Emergency Planning Committee
Capital Area Chapter of the American Red Cross
1115 Easterwood Drive
Tallahassee, FL 32311
April 26, 2016 – 10:00 AM Eastern
Meeting Minutes**

1. Call to Order, Roll Call, and Introductions

Before calling the meeting to order, Chairman Kevin Peters took a moment to thank outgoing staff person Chris Rietow for his years of service to the Apalachee LEPC and introduced his replacement, Gina Mendicino.

Chairman Peters called the meeting to order, welcomed those in attendance, thanked those that traveled to the meeting at the Capital Area Chapter of the American Red Cross, and asked for self-introductions from those individuals present. Chairman Peters also thanked Jacar McCloud for hosting the meeting. Staff indicated that a quorum was present. He reminded all present to sign the attendance roster that had been passed out. The following members were present:

Members and Alternates

| | |
|-------------------|--|
| Andreasen, Rodney | Jackson County Emergency Management |
| Brownell, Pamela | Franklin County Emergency Management |
| Ellerbe, Carol | Jefferson County Emergency Management |
| Gay, John | Leon County Emergency Medical Services |
| Lara, Jonathan | Florida Department of Environmental Protection |
| Lewis, Rhonda | Liberty County Emergency Management |
| Lupton, GW | Tallahassee Community College |
| McCloud, Jacar | American Red Cross |
| Nagy, Jennifer | Leon County Division of Emergency Management |
| Nelson, Scott | Wakulla County Emergency Management |
| Notley, Todd | Tallahassee Fire Department |
| Rainey, Eve | Florida Emergency Preparedness Association |
| Peters, Kevin | Leon County Division of Emergency Management/Chair |
| Taylor, Brad | Wakulla County Emergency Management |
| Woehle, Melissa | Florida Department of Environmental Protection |
| Younger, Michael | Tallahassee Community College |

Guests

| | |
|----------------------|--|
| Bradshaw, Brian | Florida Division of Emergency Management |
| Corbin, Steve | Florida Department of Transportation |
| Downey, Katie | City of Tallahassee – Water Quality |
| McDonnell, Sam | Florida Department of Health |
| Runo, Ray | Big Bend Healthcare Coalition |
| Shuler, Lisa | Liberty County Emergency Management |
| Steele-Claridge, Sue | North Florida Fusion eXchange |
| Tammisetti, Sri | City of Tallahassee |

Staff

Rietow, Chris
Mendicino, Gina

Apalachee Regional Planning Council
Apalachee Regional Planning Council

2. **Approval of Minutes**

A motion to approve the minutes of the February 16, 2016 Apalachee Local Emergency Planning Committee meeting was made by Eve Rainey and seconded by Carol Ellerbe. The vote to approve the minutes was unanimous.

3. **Chairman's Report**

A. **SERC Training Task Force (TTF) and LEPC Chairs and Staff Meeting Recap** **St. Petersburg, FL – April 7, 2016**

Training Task Force Meeting Summary

Summary of Conference Calls including meeting with Coast Guard's Forest Willis

- Use of Coast Guard's helicopters would be ideal for moving equipment, but not people
- HazMat personnel would need to be transported by boat
 - Would be almost impossible for personnel in Level A to board a ship
 - More plausible to dress on the ship
- Will need to build a relationship through training and exercises for HazMat and shipboard firefighting

HazMat Symposium 2016 Update – Jonathan Lamm

- 68% increase in attendance this year with 287 participants compared to 192 last year
- Participants completed 181 hours of training
- Included 12 trainers from out of state
- HazMat competition included a hands-on exercise in Volusia County where awards were given to the team with the Best Risk Assessment, Best Leak Control, and Best Overall (all 3 went to WPBFD)
- Had lots of support from sponsors this year, but would like to expand the symposium next year, causing registration fees to increase but a yet to be determined amount
- More information can be found at www.flhazmatsymposium.org

TTF Recommended Items for HazMat Training Trailer

- TTF is looking to establish a standard set of equipment inventory for HazMat training trailers
 - ABC Chlorine kits (\$9,000), rollover prop (\$13,000), trailer (\$4,500), etc.
 - Costs are around \$25,000 total
 - Trailer can be pulled with a half-ton truck
- Ideally would like everyone to purchase items from the same vendors
- Currently, RPCs are working with two companies. One is less expensive, while the other is expensive but provides train-the-trainer courses and will service the equipment after purchase

HazMat FOG Update – Joe Nelson

- Subcommittee still working on update
- There are a few corrections that need to be made to the draft, which will be available at the July TTF meeting.
 - DEP has some recommended changes that need to be addressed

160-hour HazMat Tech Course Update – Scott Chappell

- Florida State Fire College is moving forward with the development of a hybrid training class, completing the second iteration 80-hour online and 80-hour hands-on. It was very successful
- IAFF can provide 80 of the 160 required hours for free, decreasing the overall cost
- TFD is currently attempting to utilize the hybrid course

LEPC Staff and Chairs Meeting Summary

HA Working Group

- The working group has updated some wording on the Tier 2 form (asking for container descriptions instead of codes, number of occupants instead of number of employees, threat zone instead of vulnerable zone, etc.)
- Updating CAMEO with graphical representations of potential HazMat releases and more realistic “plumes” instead of circles
- New sites can be swapped out with old sites instead of waiting for two years
- The working group is almost done with the annual report.

Final Draft of LEPC Policies

- The LEPC policies need further revision
- Will be ready for approval at the July meeting

Major Chemicals Worksheet/Chemical Response Worksheet – Burt McKee

- Burt McKee presented worksheets that can be made to highlight the major chemicals in each county, their chemical properties, and main hazards associated with each chemical
- Can be used for public outreach and education, as well as to distribute to facilities storing these chemicals

Thomas Yababe Award Discussion

- Discussed how to add more significance to the presentation of the Yababe award
- Suggestions included taking a professional picture with a nice backdrop, creating PowerPoint presentation highlighting the recipient, and revamping the certificate itself
- It was also suggested to present the award at the HazMat Symposium in order to bring more attention to the presentation of the award, but this might not be feasible

B. SERC Meeting St. Petersburg, FL – April 8, 2016

Financial Status Report

- It has been determined that the Hazardous Materials Planning Program is self-sustaining and therefore, the SERC sees no reason to increase fees.

Hazardous Materials Incidents Report

- The HazMat incidents report has been useful in identifying vulnerable populations near HazMat facilities
- Can request queries for certain chemicals, counties, and timeframes
- Paul Wotherspoon will begin forwarding significant release reports to the SERC members it will effect

SERC Adding DOE to Commission

- SERC is in progress of getting a representative from the DOE on the Commission
- Waiting for final approval

RMP Rule Update

- The proposed RMP rule adds a lot of extra responsibilities onto the LEPCs
- Requires RMP facilities to hold a tabletop exercise each year and a full scale exercise every 5 years
- SERC agreed to make a public comment on the proposed rule that this rule imposes an unnecessary burden on the LEPCs.

C. Domestic Security Update: North Florida Regional Domestic Security Task Force (NFRDSTF)

NRRDSTF terrorism exercise will be held on May 16. It will include SWAT, Rad/Nuc, EOD, and HazMat components and will also count towards the LEPC biennial exercise requirement.

4. Staff Updates

2016 ERGs

- Will not be receiving as many 2016 ERGs as we ordered (about 20% reduction)
- Currently working on the most fair way to distribute the limited supply of ERGs

Hazardous Materials Training

| | | | | |
|----------|--------------------------------------|-----------------------|----|----|
| 5/3-5/16 | 24-hr OSHA HazMat Operations | TFD Training Division | 24 | 17 |
| 6/8/16 | 8-hr OSHA Technician Level Refresher | TFD Training Division | 8 | |

- May 3rd class – 17 participants
- June 8th class – 23 registered students already
- Upcoming Training
 - Purchased online access to 160-hour training for TFD
 - CSX Safety Train in Tallahassee on April 29-21 (all courses full)
 - Working to spend the remainder of the HMEP funds, preferably on Awareness level training which has been requested

HMEP Planning Project – HazMat Commodity Flow Study

- Selected HazMat Commodity Flow Study for 2015-16 Planning Project (last completed in 2009)
 - Data collection began in late January and will go through June
 - Final report will include CSX Density Study data and will be available in July to first responders (will not be a public document)
- Submitted proposal for FY 2016-17 Planning Project: Develop District Response Procedures (SOPs) For Incidents Involving the Transportation of Flammable Liquids, Chlorine, and Anhydrous Ammonia to Include in County CEMP and District Response Plan

County Hazards Analysis Summary Presentation (Franklin and Liberty)

- LEPC staff will provide HA summary for the region’s counties throughout the year
- Franklin and Liberty County summaries were presented

- 2015-16 HA data approved by DEM and sent to counties
- Regional data disk prepared for TFD HazMat

5. Other Business

- Tallahassee Fire Department has received funding for a tractor trailer with a command module on the back
- Department of Health holding an exercise at the Civic Center on May 4 to test dependent and interdependent relationships within the coalition
- Red Cross Disaster Institute held Wednesday through Thursday
- Kevin Peters has been officially appointed to the SERC as the representative for FEPA
- Chairman Peters asked the Department of Transportation to speak at the next LEPC meeting
- Scott Nelson motioned for a letter to be written from the Apalachee LEPC in support of the Regional HazMat response teams to obtain a chlorine recovery containment vessel for regional response.
 - The motion was seconded by Eve Rainey. The vote passed unanimously.
- Scott Nelson motioned for a letter to be written from the Apalachee LEPC to the DEM urging staff to explore funding options in order for the Regional HazMat response teams to obtain a chlorine recovery containment vessel for regional response and training purposes based on discussion from the hazard staff.
 - The motion was seconded by Rodney Andreasen. The vote passed unanimously.
- Scott Nelson motioned for the Apalachee LEPC bring to the next LEPC Chairs and Staff Meeting a discussion concerning the definition of a “notification” and request that notifications be made in the form of a phone call to the EM director, County Warning Point, and other appropriate response agencies.
 - The motion was seconded by GW Lupton. The vote passed unanimously.

6. Public Comment

There was no public comment.

7. Next Meeting Date and Location

The next Apalachee LEPC meeting will take place tentatively on July 26, 2016 at the Capital Area Chapter of the American Red Cross.

8. Adjournment

Chairman Peters thanked everyone for their attendance and participation. There being no further business, the meeting adjourned at 12:17 P.M. Eastern Time.

SIGNED:

ATTEST:

KEVIN PETERS

GINA MENDICINO

