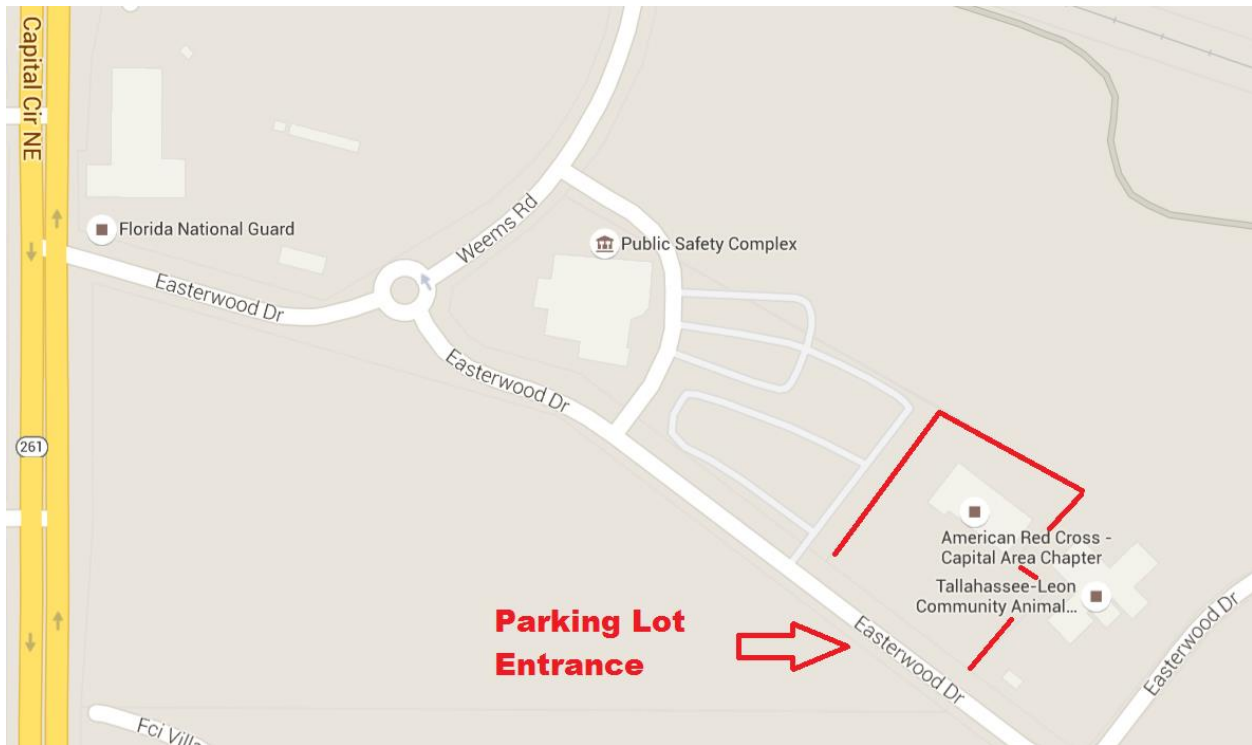




***Apalachee Local Emergency Planning Committee
Quarter 2 Meeting***

November 29, 2017 @ 10 AM ET

**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

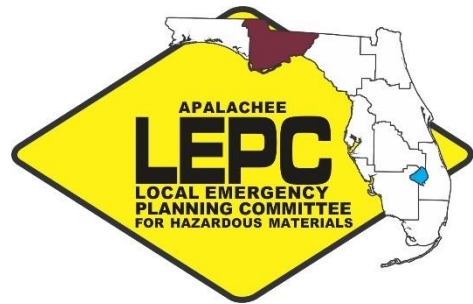
2507 Callaway Road, Suite 200, Tallahassee, Florida 32303
Office (850) 488-6211 ext. 107 Fax: (850) 488-1616

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
Wednesday, November 29th, 2017
10:00 AM Eastern

AGENDA

- 1. Call to Order, Roll Call, and Introductions**
- 2. Approval of Minutes* - See page 5**
- 3. Chairman's Report – Kevin Peters**
 - a. Recap of State Emergency Response Commission (SERC); LEPC Chairs and Staff; and SERC Training Task Force (TTF) Meetings*
 - b. Domestic Security Update: North Florida Regional Domestic Security Task Force (NFRDSTF)*
- 4. Staff Updates – Zach Annett**
 - a. New member updates and introductions – See page 11*
 - b. HMEP Planning Project – Updating SOPs for Hazardous Materials*
 - i. Deadline pushed back to end of December*
 - c. HMEP Training*
 - i. 8-Hour Refresher course December 4th*
 - ii. 24-hour Operations level course December 5th-7th (Seats Available)*
 - iii. 3-hour Gasoline Tanker Response course December 14th and 15th (Seats Available)*

- iv. www.thearpc.com to view course offerings and registration links
- d. *HMEP Contract for FY 17-18*
 - i. Planning project
- e. *Future training needs and outreach opportunities*
 - i. 4-hour awareness courses
 - ii. Hazardous Materials Symposium, January 16-19, 2018
- f. *FSU Magnet Lab Tabletop*

5. Other Business

6. Public Comment

7. Next Meeting Date - TBD

8. Adjournment*

* = Action Item

Apalachee Local Emergency Planning Committee
Capital Area Chapter of the American Red Cross
1115 Easterwood Drive
Tallahassee, FL 32311
August 24th, 2017 – 10:00 AM Eastern
Meeting Minutes

1. Call to order, Roll Call, and Introductions

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

Members and Alternates:

Leiva, Nancy	Florida Department of Health
Brownell, Pam	Franklin County Emergency Management
Nagy, Jennifer	Leon County Emergency Management
King, Nicole	American Red Cross
Stewart, Gail	Florida Department of Health
Wheeler, Melissa	Florida Department of Environmental Protection
Ellerbe, Carol	Jefferson County Emergency Management
Gray, Laymon	FSU Environmental Health and Safety
Rainey, Eve	Florida Emergency Preparedness Association
Lewis, Rhonda	Liberty County Emergency Management
Phillips, Mike	Florida Department of Health
Younger, Michael	Tallahassee Community College
Lupton, G.W.	Tallahassee Community College
Gay, John	Leon County Emergency Medical Services
Peters, Kevin	Leon County Emergency Management

Guests:

Newsome, Lee	Emergency Response Educators and Consultants
Islam, Tiffany	Emergency Response Educators and Consultants
MacDonell, Sam	Florida Department of Health
Daniels, Jennifer	Franklin County Emergency Management
Davison, Judi	Tallahassee Fire Department
Bradshaw, Brian	Florida Division of Emergency Management
Batts, Howell	Florida Department of Health
Ozbun, Greg	City of Tallahassee
Shuler, Lisa	Liberty County Emergency Management
Imbler, Denise	Apalachee Regional Planning Council
Hatcher, Emily	Wakulla County Sheriff's Office

Taylor, Randall
Baker, Ivy
Guthrie, Ben
Thomas, Sara

Wakulla County Sheriff's Office
Florida Department of Health
Gulf County Emergency Management
Apalachee Regional Planning Council

Staff:

Annett, Zachary

Apalachee Regional Planning Council

2. Approval of the Minutes

Nacy Leiva motioned to approve the minutes for the June 19th, 2017 Apalachee Local Emergency Planning Committee Meeting. Eve Rainey seconded the motion and the minutes were passed unanimously.

3. Chairman's Report

a. SERC Training Task Force (TTF) and LEPC Chairs and Staff Meeting Recap, St Pete, FL – July 20th, 2017.

i. Training Task Force Meeting Summary

1. FDEM SharePoint – Hazardous Materials Training Portal
 - a. DEM is in the process of updating SharePoint to create a portal for hazmat specific trainings and grants available throughout the state. This will serve as a place for first responders and other interested parties to locate free trainings to help improve their response capabilities.
2. Old Documents
 - a. Several plans and curriculums are currently out of date or are in need of updating. The TTF will conduct a needs assessment then either a RFP will be made or the LEPCs will be contacted to help update these plans.
3. Negotiated rates for common trainings
 - a. The LEPCs discussed with the TTF the possibility of working with common training vendors to establish a negotiated rate for certain courses held throughout the state by the LEPCs.
4. Opioid Outbreak
 - a. Due to recent opioid outbreaks, TTF subject matter experts will look at existing peer review white papers and provide approved documents to first responders / receivers. These documents will be able to provide recommendations to first responders / receivers when handling incidents involving drug overdoses, drug arrests and drug labs. These documents will be sent to the LEPCs once they are determined.
5. 6th Annual HazMat Symposium

- a. Registration opens September 1st, 2017. Limited to 12 teams of 4. Actual dates of the symposium are January 16-18th of 2018. The competition was moved to Tuesday of that week and there will be classes held before the symposium for the teams to go over best practices and pointers for the competition.
- b. Staff mentioned the possibility of sponsoring individuals from the region to attend the Symposium as they did last year.

ii. LEPC Chairs and Staff Meeting

1. DEP Notification Rule

- a. The rule is now officially in effect as of July 2017. Under SS 403.077, The rule states that facilities that experience spills which meet the reportable quantity must submit a Public Notice of Pollution. These releases will be posted to the DEP website for public availability and awareness.
- b. Regulated entities must ~~not~~ now report to the DEP, the State Watch Office and the National Response Center to meet all requirements.

2. LEPC Voting Rights

- a. To avoid any conflict with the Sunshine Law, it was voted on that the LEPC Coordinator will be the alternate vote to the Chairman or Vice Chairman, respectively, giving each district only 1 vote. This allows staff and chairpersons to have open discussions about policy issues without violating the Sunshine law.

3. SQG/LQG rule was pushed back until either 2018 or 2019.

4. RMP rule was pushed back to 2019

iii. SERC Meetings

1. St Pete, FL – July 21st, 2017

- a. Updates were given regarding the HazMat Symposium, TTF Meeting, and LEPC Chairs and Staff Meeting.
- b. Kevin Peters mentioned the Change in leadership from Paul to Rob at DEM. Brian Bradshaw confirmed this change was permanent.

b. Domestic Security Update

- i. The NFRDSTF is currently in the process of acquiring new funding as they try to develop new projects to increase capabilities. These projects will also help to bring in more funding for the NFRDSTF.
- ii. A planning meeting is scheduled for Oct 3-6th to begin the process of rewriting the State Regional Domestic Security Plan. Changes to be made will involve the plans core capabilities.

4. Staff Updates

a. New LEPC Contract – FY 2017-18

- i. Staff discussed the new contract with the committee and went over the new items in the Scope of Work. There was discussion regarding the emphasis on outreach and the possibility of giving presentations throughout the region to interested parties. There were also discussions of the increased budget and ideas of how the new funding can be used.

b. HMEP Planning Project – Updating SOPs for Hazardous Materials

- i. Staff is continuing to meet with County EM Directors and Fire Chiefs to discuss current capabilities and either update or create SOPs tailored to their county. The deadline is September 30th, 2017.

c. HMEP Training

- i. 8-hour Technician Level Refresher Course – Sept 12th, 2017 – Class is currently Full
- ii. 24-hour Operations Level Course – Sept 13th-15th, 2017 – Seats are still available
- iii. 40-hour Technician Level Course – November 13-17th, 2017 – Registration opening soon
- iv. 4-Hour Awareness Courses
 - 1. Staff emphasized the need for local instructors to teach the course throughout the region. The focus would be to hold many of these trainings outside of Tallahassee in an effort to increase local volunteer firefighting capabilities.
- v. Future Training Needs and Desires
 - 1. There is a desire to hold Chemical Suicide response classes with the increase of chemical suicides happening throughout the state. Lee Newsome with the EREC mentioned they have classes available but are waiting to see if the curriculum will be approved by DEM.

d. FSU Magnet Lab TTX – Sept 14th, 2017

- i. The LEPC is currently working with the FSU Magnet Lab to facilitate a tabletop exercise. Laymon Gray with FSU mentioned the need for evaluators to attend and provided details on the exercise.

e. LEPC Website Updates

- i. Staff discussed the updated website. The website will now be updated more frequently and will serve as a portal to find information, registration links and dates for upcoming trainings and events throughout the region.

f. LEPC Member and Alternate Updates

- i. Many changes to members and alternates are taking place as some individuals are needed to be recategorized within the LEPC. The changes will be presented to the SERC at the next meetings. Staff also mentioned that if anyone wanted to become a member they should reach out to the LEPC Coordinator and fill out the proper forms.

g. Potential Volunteer Firefighting Workshops

- i. Staff discussed the possibility of putting together workshops throughout the region to help volunteer firefighters and departments become familiar with working together when responding to incidents.

h. PERI Follow-up Meetings

- i. Staff attended the follow-up meetings for the PERI in Panama City. A statewide steering committee is being formed to try and help push the implementation of the program. The program will put an emphasis on training both first responders and pipeline operators so they can become familiar with working together.
- ii. Eve Rainey with FEPA mentioned the possibility of FEPA getting involved with PERI and stated there may be opportunities for them to present at the next conference.

5. Other Business

a. Emergency Planning Update – Denise Imbler

- i. This was pushed back to after the meeting for interested parties. Not LEPC related.

b. FEPA – Eve Rainey

- i. The Intermediate Academy will take place in the first week of March at Camp Blanding.
- ii. Annual FEPA Meeting will take place Feb 2-5th in St Augustine. Visit FEPA.org to get information and submit potential calls for presentations for the meeting.

c. Earth Ex

- i. Gail Stewart attended the Earth Ex and mentioned it was a very eye-opening experience and was happy to have attended.

d. Sound the Alarm Save a Life

- i. Nicole King with the American Red Cross mentioned the Sound the Alarm campaign to take place from Sept 23rd – Oct 14th. Goal is to install 500 smoke alarms in 2.5 weeks. Alarms can be requested to be install by visiting the website redcross.org/northflorida.

6. Public Comment

7. Next Meeting Date -TBD

- a. Potential meeting date set for the week of November 14th, 2017.

8. Adjournment

- a. The meeting was adjourned at 11:10 AM.

Signed:

Kevin Peters

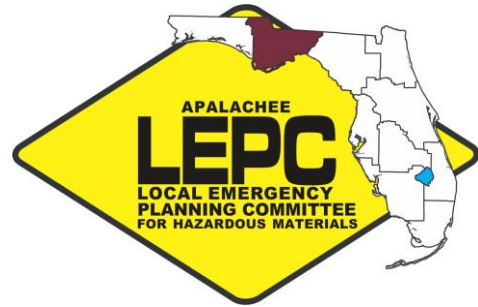
Attest:

Zachary Annett

Supporting Documents

APALACHEE LOCAL EMERGENCY PLANNING COMMITTEE

2507 Callaway Road, Suite 200, Tallahassee, FL 32303
Office (850) 488-6211 ext. 107 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

September 19, 2017

Anhar Al-Asadi
Contract Specialist and SERC/LEPC Liaison
Bureau of Response, Technological Hazards
Florida Division of Emergency Management
2555 Shumard Oak Blvd.
Tallahassee, Florida 32399

Dear Ms. Al-Asadi

On behalf of the Apalachee LEPC, I would like to make the following changes and recommendations regarding the individuals applications for membership:

Please add the following members:

- Randall Taylor – Emergency Management Category – Replacing Scott Nelson
- Lt. David Odom – Law Enforcement Category – Replacing Cpt. Jason Laursen

Please recategorize the following members as their occupational category has changed:

- Scott Nelson – Change occupational category from Emergency Management to Facility Operator

Please add the following alternate members:

- Judi Davison – Firefighting Category – Alternate to Todd Notley
- Emily Hatcher – Emergency Management Category – Alternate to Randall Taylor

We would also like to remove the following memberships based on inactivity or changes in career:

- Robby Powers – Primary Member
- Brad Taylor – Alternate Member
- Cpt. Jason Laursen – Primary Member

If there are any issues or concerns with this or future membership nominations and category expansions please feel free to contact myself or the LEPC Coordinator, Zachary Annett.

Sincerely,

Kevin Peters
Apalachee LEPC Chairman

