



**MINUTES OF THE DISTRICT 10 LOCAL EMERGENCY
PLANNING COMMITTEE (LEPC) FOR HAZARDOUS MATERIALS
February 4, 2010**

Committee Members/Alternates Present

Chris Bushman, Chairman
Anthony DiFruscio
Cheryl Dunn
John Gojkovich
John Holman (Alternate)
Keith Holman
Larry Hughes (Alternate)
Scott Johnston
Harry Lux
Jack McCartt
Joe Nelson (Alternate)
John O'Malley
Paul Meding
Clint Sperber (Alternate)
Sally Waite
Danny Wells
Dennis Zabel

Members Absent

Hassan Al-Buhaisi

Bill Amador
Mark Anderson
Richard Daniels
Cheryl Dunne
Steven Graff
Stephen Huntsberger
Nicholas Laryea
Frank Lasaga
Etta LoPresti
Dave Maloney
Joseph Passanesi
Tom Phillips
Paul Seldes
Barry Stewart
Greg Thompson
Carlos Valle
Lisa Wilson-Davis, Vice Chairman
Dan Wouters

Occupational Category

Firefighting (St. Lucie County Fire District)
Health (Martin Memorial Health Systems)
Health (Indian River County Health Department)
Law Enforcement (Port St. Lucie Police Department)
Law Enforcement (Port St. Lucie Police Department)
Emergency Management (Martin County)
American Red Cross (North Treasure Coast Chapter)
Firefighting (City of Boca Raton Fire Rescue)
Interested Citizen (Hazmat & Safety Solutions, Inc.)
Interested Citizen (Dania Beach Fire Rescue)
Firefighting (Palm Beach County Fire Rescue)
Health (Palm Beach County Health Department)
Facility Operator (Cliff Berry, Incorporated)
Health (St. Lucie County Health Department)
Emergency Management (Palm Beach County)
Facility Operator (Cheney Brothers, Inc.)
Local Environmental (Harbor Branch Oceanographic Institute)

Occupational Category

Local Environmental (Florida Department of Environmental Protection)
Firefighting (Town of Palm Beach)
Firefighting (Palm Beach County Fire Rescue)
Emergency Management (City of Port St. Lucie)
Facility Operator (Syngenta Crop Protection)
Law Enforcement (Stuart Police Department)
Interested Citizen (Indian River State College)
Facility Operator (Indiantown Cogeneration L.P.)
Emergency Management (City of Stuart)
Emergency Management (Indian River County)
Transportation (Florida Department of Transportation)
Law Enforcement (Martin County Sheriff's Office)
Firefighting (Palm Beach County Fire Rescue)
Interested Citizen (NTB Group, LLC)
Local Environmental (Hazardous Waste Services)
Interested Citizen (Sun Sentinel)
Firefighting (Pratt & Whitney – Rocketdyne)
Non-Elected Local Official (City of Boca Raton)
Firefighting (Martin County Fire Rescue)

Staff

Kathryn Boer
Penny Myszkowski

TCRPC/LEPC District 10
TCRPC/LEPC District 10

Visitors

David Crowe
John Sherry

Health (Emergency Operations)
Firefighting (Palm Beach County Fire Rescue)

Chairman Chris Bushman called the meeting to order at 10:15 a.m. and led the pledge of allegiance. Chair Bushman requested roll call and staff announced a quorum was present.

APPROVAL OF AGENDA OF NOVEMBER 12, 2009 MEETING

Lieutenant John Gojkovich moved approval of the agenda. Mr. Keith Holman seconded the motion, which carried unanimously.

Motion

APPROVAL OF MEETING MINUTES OF AUGUST 6, 2009

Captain Joseph Nelson moved approval of the November 12, 2009 District 10 Local Emergency Planning Committee meeting minutes. Lieutenant John Gojkovich seconded the motion, which carried unanimously.

Motion

OLD BUSINESS

2009 Thomas Yatabe Award and Certificates of Appreciation

This year the State Emergency Response Commission (SERC) received several nominations for the annual Thomas Yatabe Award. Division Chief Daniel Wouters, Martin County Fire Rescue, was awarded the 2009 Thomas Yatabe Award at the SERC meeting in January at Singer Island, Palm Beach County. Chief Dan Wouters has been a member of the District 10 LEPC since July 2004 and has been an invaluable resource to the LEPC staff on compliance and planning information, serving as the LEPC representative to the State Subcommittee on Training. Chief Wouters has served as a planning member of several biennial exercises as a primary member of the LEPC.

A Certificate of Appreciation was awarded to Mr. Stephen Huntsberger, Dean of the Public Service Education Complex at Indian River State College (IRSC) in Fort Pierce. Mr. Huntsberger has been a primary member of the LEPC since 2004 and has consistently provided training space for LEPC sponsored classes throughout the year.

A Certificate of Appreciation was awarded to Captain Joseph Nelson, Palm Beach County Fire Rescue. He has attended the LEPC meetings for many years and just became an alternate member for Chief Jack McCartt, Dania Beach Fire Rescue. Captain Joseph Nelson has worked on training exercises and has served as a firefighter and paramedic with Palm Beach Fire Rescue since 1981. Captain Nelson provides support to the LEPC in exercise planning and training space for classes.

Mr. Bronson McClary, Florida Gas Transmission Company, was also awarded a Certificate of Appreciation. Mr. McClary and agency representatives participated in the LEPC exercise that was held

June 29, 2009 which involved four major incidents, including a major breach in a gas line. Mr. McClary was unable to attend the LEPC meeting and his certificate was mailed to him.

NEW BUSINESS

State Emergency Response Commission Meeting

Hazards Analysis Working Group

The SERC quarterly meeting was held on January 8, 2010 on Singer Island in Palm Beach County. The next SERC meeting will be on April 2, 2010 in Tallahassee.

Recommended Changes to the Hazards Analysis Scope of Work are attached to the LEPC agenda. The working group decided to modify future Hazards Analysis contracts to exempt/exclude the requirement for site visits of all cell phone towers that store sulfuric acid batteries, except for new installations and/or when the tower is located within 1000 feet of habitable structure(s) or a school facility. The revised provision does not affect the scope of work for the 2009/2010 contracts.

Biological Sampling Protocol

The Biological Sampling Protocol is a model procedure developed by the State Subcommittee on Training (SOT). It was finalized in November 2009. Cheryl Dunn pointed out an outdated Department of Health form on page 22 (Appendix E) of the SERC Public Safety Sampling for Hazardous Materials Response Procedure. Mr. Clint Sperber said he has a correct copy of this form and will forward information to appropriate persons to update the protocol.

E-Plan Status Report

Staff stated E-Plan has been expanded to all 36 State Emergency Response Commission (SERC) recognized HazMat Teams, all 11 LEPCs, and 61 of the 67 county emergency management directors or their designees. E-Plan is managed by the University of Texas, Dallas (UDT). At the annual users meeting at the University of Texas, all eight Florida representatives were voted subcommittee chairpersons or members of four newly formed subcommittees. John Sherry, Palm Beach County Fire Rescue, jsherry@co.palm-beach.fl.us is on the Outreach Committee and is also the Southeast Florida Trainer.

Lieutenant Sherry gave an overview of E-Plan and distributed a PowerPoint developed by the state DEM staff. E-Plan began in 2000 and was funded by EPA, Region IV. It was turned over to the University of Texas, Dallas for administration and maintenance. E-Plan is a web based information database for emergency responders and planners. Tier IIs will be reported online and downloaded on a weekly basis to E-Plan. All Tier II notices were sent electronically this year. The state will recommend that within 72 hours of a hurricane landfall area, all information in E-Plan must be updated. CAMEO information is transferred to E-Plan on a monthly basis. Emergency managers can validate who in their county should have access to this information. There is an access demo available in which you type "demo-in" with the password "training". Lieutenant Sherry explained how to use E-Plan and what chemical information is available within it.

Staff asked how LEPC members might gain access to E-Plan if it were necessary and Lieutenant Sherry said it would be through their county emergency management office. Each state hazmat team has an approver and each Emergency Operations Center has an approver. Every year each approver has to validate everyone on their list for access. Lieutenant Sherry is available to conduct training for new E-Plan users.

Harry Lux suggested that perhaps some of the Title II money could be put aside to insure maintenance of the E-Plan. Chairman Bushman suggested Shanti Smith, Florida Division of Emergency Management, be notified of this suggestion.

In Palm Beach County, 911 calls are filtered through the information in E-Plan so if it is coming from or near a particular facility, it registers that there is a Tier II facility near the call. Orange County has the identical procedure.

Captain Joseph Nelson said that fire departments will soon get Tier II information electronically, so E-Plan access will be necessary to get facility chemical information. Staff will be doing outreach to fire departments on E-Plan training.

Hazardous Materials Incident Reports

Staff provided information through reports and graphs on the release of hazardous materials within the District 10 Region for the time period of December 1, 2008 through November 30, 2009. Staff noted the entire report is available on-line at <http://www.hazmat.floridadisaster.org/meet.htm>.

Local Emergency Planning Committee Chairs Meeting Update

Staff attended the Local Emergency Planning Committee Chairs Meeting on January 7, 2010 on Singer Island, Palm Beach County, one day prior to the SERC meeting. The updated Hazardous Materials Information System (HMIS) is now accessible to the staff in electronic format via Web HMIS.

All 36 SERC recognized hazmat teams have now registered for E-Plan as well as emergency management directors in sixty one of the sixty seven counties in Florida. The FDEM Tech Hazards Section Chief and eight members of Florida hazmat teams and county emergency management staff attended the annual users meeting at the University of Texas, Dallas last November and were all named as chairpersons and members of the four new subcommittees.

The SERC approved the LEPC chairs decision to designate Hazardous Materials Awareness Week February 14-20, 2010. Notification on training opportunities, clarification on compliance, and information on Hazmat and E-Plan will be sent to all facility operators and owners in our district. Kieth Holman suggested that we expand education to different community groups such as crime watch groups. A proclamation by the Governor and the LEPC Resolution #2010-01 for the designation regarding Florida Hazardous Materials Awareness Week was included in the agenda packet. A motion was made by John Gojkovich to support the LEPC Resolution and seconded by Keith Holman. Motion was approved.

Motion

Subcommittee on Training Update

Captain Joe Nelson said Doug Wolfe will tender his resignation as Chairman of the Subcommittee on Training (SOT) and there will be nominations for a new chairperson.

Hazardous Materials Medical Care Protocols are being developed to provide standard of training recommendations for responders to facilitate rapid medical identification and intervention of victims of chemical exposure.

The draft Hazardous Materials/Weapons of Mass Destruction Sampling Protocols were recommended to be adopted as a final product by the SERC. The SERC approved and adopted the protocols at the January 2010 meeting.

REPORTS

Planning Subcommittee

The Planning Subcommittee will begin reviewing the Regional Hazardous Materials Response Plan for revisions for the 2010 annual update.

Public Information/Marketing Subcommittee

Outreach to facilitate the use of Web HMIS for facilities reporting annual Tier II filing will be conducted for LEPC members and facility operators and owners. Staff will be conducting compliance outreach workshops to enhance understanding of electronic Tier II filing. The Florida Division of Emergency Management has developed a training PowerPoint that outlines Tier II online filing compliance and instructions.

Any information for public dissemination can be delivered to staff for mail out and/or addition the LEPC website.

Local Emergency Planning Committee Activities

A list of the LEPC planning activities since the previous meeting of November 12, 2009 was included in the agenda packet. Also included is a list of other emergency management and preparedness activities staff is participating in through the Treasure Coast Regional Planning Council.

Contract Activities Update

Training

During the fourth quarter, the LEPC sponsored the following classes:

- Four Incident Commander for Hazardous Materials Incidents (Town of Palm Beach)
- One HazMat IQ Smart Charts (City of Delray Beach)
- Two Hazardous Materials Awareness Level (City of Stuart)
- One Advanced Incident Command System (ICS-400) (Martin County)

Mr. Barry Stewart, LEPC member, taught a Hazwoper class recently and that class may be offered again later in the year.

Planning

The Hazardous Materials Emergency Preparedness (HMEP) Grant facilitated the Regional Public Joint Information Exercise conducted on September 28, 2009 at the Martin County Public Safety Complex. The exercise built on the results of the LEPC Biennial Exercise conducted June 29, 2009 and focused on regional information dissemination through Joint Information Centers in cases of regional disasters or incidents.

Hazards Analyses

The Treasure Coast Regional Planning Council LEPC staff has completed the 2008/2009 Hazardous Materials Analyses on behalf of St. Lucie and Martin Counties. The analyses were submitted to and approved by the Florida Division of Emergency Management. Staff will conduct the St. Lucie County Hazards Analysis for the 2009/2010 cycle.

Membership

On January 8, 2010, the SERC approved nominations and appointed two new alternate members to the District 10 LEPC: Captain Joseph Nelson, Palm Beach County Fire Rescue, alternate for Chief Jack McCart; and Mr. Larry Hughes, North Treasure Coast Chapter of the American Red Cross, alternate for Ms. Sharon Rayner.

COMMENTS FROM THE CHAIR AND STAFF

Staff will take a poll to determine if LEPC members are comfortable with traveling to the Fort Pierce IRSC campus for the meetings at the Public Safety Complex or whether they would like to move back to the Stuart IRSC campus for future meetings.

COMMENTS FROM COMMITTEE MEMBERS

Lieutenant John Gojkovich reported that there is a St. Lucie County nuclear power plant exercise in St. Lucie County in late February and first responder awareness level classes being planned.

PUBLIC COMMENTS

None.

NEXT MEETING

The next Local Emergency Planning Committee meeting will be held May 6, 2010 at Indian River State College Fee High Liability Building, Fort Pierce, Florida.

The LEPC Quarterly meeting dates for 2010 are: May 6, August 5, and November 4, 2010.

ADJOURNMENT

The meeting was adjourned at 11:45 a.m.