



**Meeting of DISTRICT 10  
Local Emergency Planning Committee (LEPC)  
For Hazardous Materials**

Thursday, August 4, 2011 - 10:00 a.m.

Martin County Public Safety Complex  
Fire Rescue Training Room  
800 SE Monterey Road  
Stuart, FL 34994



**Please Note  
Meeting Location**

1. Call to Order
2. Roll Call/Pledge of Allegiance
3. Approval of Agenda
4. Approval of Meeting Minutes – May 5, 2011
5. Old Business
6. New Business
  - A. State Emergency Response Commission Meeting
    1. Fiscal Year 2011-2012 Audit/Inspection Work Plan – Risk Management Program
    2. SARA Title III Program Officials Annual Conference
    3. Single Reporting Point for Tier II Annual Reports Memorandum
    4. Hazardous Materials Incident Reports
  - B. Local Emergency Planning Committee Chairs Meeting Update
  - C. Training Task Force Update – Captain Nelson
  - D. Presentation – Methamphetamine Laboratories - Detective Ron Wentz
7. Reports
  - A. Planning Subcommittee
  - B. Public Information/Marketing Subcommittee
  - C. Local Emergency Planning Committee Activities
  - D. Contract Activities Update
  - E. Membership
8. Comments from the Chair and Staff
9. Comments from Committee Members
10. Public Comments
11. Next Meeting
12. Adjournment

**Notes:** [The next meeting of the District 10 LEPC is scheduled for Thursday, November 3, 2011.](#)  
Treasure Coast Regional Planning Council, 421 SW Camden Avenue, Stuart, FL 34994  
Ph: (772) 221-4060 \* Fax: (772) 221-4067 \* email: [kboer@tcrpc.org](mailto:kboer@tcrpc.org) \* web site: <http://www.tcrpc.org>

## MEMORANDUM

**TO:** District 10 Local Emergency Planning Committee  
**FROM:** Kathryn E. Boer, Staff  
**DATE:** August 4, 2011  
**RE:** Approval of Meeting Minutes – May 5, 2011

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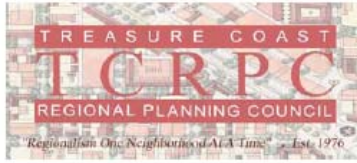
The draft minutes of the May 5, 2011 District 10 Local Emergency Planning Committee meeting are attached for approval.

### Recommendation

The Committee should approve the Minutes of the May 5, 2011 District 10 Local Emergency Planning Committee meeting.

Attachment

Action Required



**DRAFT  
SUBJECT TO  
MODIFICATIONS**



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**MINUTES OF THE DISTRICT 10 LOCAL EMERGENCY  
PLANNING COMMITTEE (LEPC) FOR HAZARDOUS MATERIALS  
May 5, 2011**

**Committee Members/Alternates Present**

Chris Bushman, Chairman  
Anthony DiFruscio  
Donald Freedland  
Larry Nadeau (Alternate)  
Steven Graff  
John Holman (Alternate)  
Harry Lux  
Paul Meding  
Jack McCartt  
Joe Nelson (Alternate)  
John O'Malley  
Dave Rawicz  
Glenn Schuessler (Alternate)  
Paul Seldes  
Barry Stewart  
Greg Thompson  
Carlos Valle  
Sally Waite  
Dan Wouters  
Dennis Zabel

**Members Absent**

Mark Anderson  
Cheryl Dunn  
Cheryl Dunne  
John Gojkovich  
Keith Holman  
Stephen Huntsberger  
Scott Johnston  
Nicholas Laryea  
Frank Lasaga  
Gloria Lopez  
Etta LoPresti  
Joseph Passanesi  
Tom Phillips  
Sharon Rayner  
Clint Sperber  
Lisa Wilson-Davis

**Occupational Category**

Firefighting (St. Lucie County Fire District)  
Health (Martin Memorial Health Systems)  
Emergency Management (City of Port St. Lucie)  
Emergency Management (City of Port St. Lucie)  
Law Enforcement (Stuart Police Department)  
Law Enforcement (Port St. Lucie Police Department)  
Interested Citizen (Hazmat & Safety Solutions, Inc.)  
Facility Operator (Cliff Berry, Incorporated)  
Interested Citizen  
Firefighting (Palm Beach County Fire Rescue)  
Health (Palm Beach County Health Department)  
Facility Operator (Cheney Brothers, Incorporated)  
Health (Indian River County Health Department)  
Interested Citizen (NTB Group, LLC)  
Local Environmental (Hazardous Waste Services)  
Interested Citizen (Sun Sentinel)  
Firefighting (Pratt & Whitney – Rocketdyne)  
Emergency Management (Palm Beach County)  
Firefighting (Martin County Fire Rescue)  
Local Environmental (Harbor Branch Oceanographic Institute)

**Occupational Category**

Firefighting (Palm Beach County Fire Rescue)  
Health (Indian River County Health Department)  
Facility Operator (Syngenta Crop Protection)  
Law Enforcement (Port St. Lucie Police Department)  
Emergency Management (Martin County)  
Interested Citizen (Indian River State College)  
Firefighting (City of Boca Raton)  
Facility Operator (Indiantown Cogeneration L.P.)  
Emergency Management (City of Stuart)  
Environmental (Department of Transportation)  
Emergency Management (Indian River County)  
Law Enforcement (Martin County Sheriff's Office)  
Firefighting (Palm Beach County Fire Rescue)  
American Red Cross (North Treasure Coast Chapter)  
Health (St. Lucie County Health Department)  
Non-Elected Local Official (City of Boca Raton)

**Staff**

Kathryn Boer  
Penny Myszkowski

TCRPC/LEPC District 10  
TCRPC/LEPC District 10

**Visitors**

John Sherry  
Jim Roberts

Firefighting (Palm Beach County Fire Rescue)  
Florida Department of Emergency Management

**APPROVAL OF AGENDA OF MAY 5, 2011 MEETING**

Mr. Greg Thompson moved approval of the May 5, 2011 District 10 Local Emergency Planning Committee (LEPC) meeting agenda. Mr. Herbert Waller seconded the motion, which carried unanimously.

**Motion:**

**APPROVAL OF MEETING MINUTES OF FEBRUARY 3, 2011**

Captain Joseph Nelson moved approval of the February 3, 2011 District 10 Local Emergency Planning Committee meeting minutes. Mr. Harry Lux seconded the motion, which carried unanimously.

**Motion:**

**OLD BUSINESS**

None.

**NEW BUSINESS**

**State Emergency Response Commission Meeting**

Staff reported the last meeting was held on April 8, 2011 in Tallahassee and was attended by Captain Joe Nelson, Chairman Christopher Bushman and LEPC staff.

*Single Reporting Point for Tier II Annual Reports*

Staff reported that the U.S. Environmental Protection Agency (EPA) specified that in order for LEPCs and local fire departments to utilize online sharing of Tier II reporting information, a formal agreement between the State Emergency Response Commission (SERC), LEPCs, and the fire departments will be necessary. It was determined that a Memorandum of Understanding (MOU) between these agencies would be sufficient to cover this requirement. A draft example of the MOU presented to the SERC for consideration at the April 8, 2011 meeting is in the agenda packet. Additional information can be found under "Reporting Options for Sections 311 and 312 and Interpretations" at <http://www.epa.gov/ceppo/web/content/epcra>

Captain Nelson said that each fire department in the Region has the right to request paper copies of the Tier II reports.

Captain Wouters mentioned that paper copy Tier II reports addressed to a specific person at the fire house often are lost in the shuffle. Staff said they are addressed to the LEPC Chair and also the

fire departments and occasionally the right persons are not receiving them. The web reporting has an issue with sorting Tier II reports in different counties. Staff said that this problem is currently being addressed with the software consultant.

*Memorandum of Understanding between Florida Division of Emergency Management and the Environmental Protection Agency*

A public meeting was scheduled on March 17, 2011 with representatives from multiple SERC disciplines in attendance. Examples of Memorandum of Understanding (MOUs) were reviewed.

*Hazardous Materials Incident Reports*

Staff stated the agenda packet included tables and graphs providing information on the release of and injuries from hazardous materials within the District 10 Region for the time period of December 1, 2010 through February 28, 2011. The entire report for all regions is available online at <http://www.hazmat.floridadiaster.org/meet.htm>.

**Local Emergency Planning Committee Chairs Meeting Update**

Chair Bushman reported the LEPC District Chairs meeting was held on April 7, 2011 in Tallahassee. The next meeting will be held on July 7, 2011 in Pensacola.

The updated Hazardous Materials Information System (HMIS) contains the latest Section 302 Facility data and entries. However, there are access issues regarding printing specific Tier II information from facilities by county. The software creator is working on resolving the issues for LEPC staff.

State point of contact for E-Plan maintenance has requested that staff review applicable regions data and confirm or request corrections of the data.

The Florida Division of Emergency Management (FDEM) will be sending staff to the annual E-Plan meeting to discuss use of newly acquired HMEP funds for Planning and Training Statewide. Staff has provided detailed information to the FDEM on the District 10 use of the funds received for HMEP Training and Planning, including salaries, classes, and number of students in each training. Staff reminded committee members to let her know of any specific training that they would like to request.

Captain Nelson said cleanup of methlabs will continue for a small quantity of chemicals. If it is a large quantity of chemicals, the owner of the property is responsible. Captain Sherry said that the Florida Department of Law Enforcement (FDLE) is finding out that there is often no one to go after because cars and trailers are often abandoned. If they could catch someone cooking the chemicals, they can prosecute.

**Training Task Force Update – Captain Nelson**

The State Training Task Force met on April 7, 2011 in Tallahassee. The next scheduled meeting is July 7, 2011 in Pensacola. The other main item discussed was the curriculum for Tox Medic classes.

A decision was made to form a subcommittee of members of the Training Task Force, the Bureau of EMS, and the State Fire College to develop a voluntary certification and a model curriculum. There will be voluntary certification and distribution of the 160 hour Technician curriculum. The Training Task Force are asking that the Hazmat FOG not be posted on any website because it has tactical information in it. Changes were made to operational evaluations of the State Hazmat teams. A few of the major changes will include allowing equipment that can perform the same function instead of requiring a specific piece of equipment and some of the required quantities of flare torches and squeeze clamps for gas will be lowered. The funds for the evaluations are no longer available to the state.

Captain Sherry added that self assessment will be done until funding is available.

## **REPORTS**

### **Planning Subcommittee**

The Planning Committee is currently planning the District 10 2011 Biennial Exercise that will be held June 23, 2011 from 8:30 a.m. to 12:30 p.m. Staff asked for volunteers to be evaluators for the exercise. Lunch will be included. The exercise locations will be the Indian River and St. Lucie County Emergency Operations Centers.

### **Public Information/Marketing Subcommittee**

There are no current projects in development at this time. Please forward staff any ideas for outreach projects and information for public dissemination.

### **Local Emergency Planning Committee Activities**

A list of the planning activities since the previous meeting of February 3, 2011 was included in the agenda packet. Also included was a list of other emergency management and preparedness activities staff has participated in through the Treasure Coast Regional Planning Council

### **Contract Activities Update**

The 2010/2011 Hazardous Materials Emergency Preparedness grant provides annual funding for hazardous materials-related training to the Region's first responders and for specific planning projects. Previously conducted classes during the last quarter and upcoming classes are noted below.

#### *Training*

During the second quarter of the 2010/2011 contract cycle, the District 10 LEPC sponsored the following classes:

- Two CAMEO ofn Software Refresher classes, January 3-4, 2011 at Boca Raton Fire Rescue offices in Boca Raton.
- One Hazwopper Refresher class, February 10, 2011, Martin County Public Safety in Stuart.

DRAFT SUBJECT TO MODIFICATIONS

- Six Chemical Suicide Response, March 22-24, 2011 – two classes per day. March 22<sup>nd</sup> at St. Lucie County Emergency Operations Center and March 23-24<sup>th</sup> at Palm Beach County Fire Rescue.
- One Incident Command System Advanced and General Staff for Complex Incidents (KCS-400), conducted March 31-April 1, 2011 at the Indian River State College Public Safety Complex in Fort Pierce.

*Planning*

The District 10 LEPC selected Planning Project Option #3, LEPC Plan Exercise, from the list of approved activities under the 2010/2011 Hazardous Materials Emergency Preparedness planning grant.

*Hazardous Analyses*

The LEPC staff conducted the St. Lucie County 2010/2011 Hazardous Materials Analysis which was submitted to the Florida Division of Emergency Management for review and recommendations.

**MEMBERSHIP**

On April 8, 2011, the SERC approved District 10 LEPC nominations for appointment. The District 10 LEPC welcomed Chief Scott Johnston, Boca Raton Fire Rescue, as a new Primary member, Occupational Category: Firefighting. Chief Johnston is currently serving as the District 10 LEPC Vice Chairman.

**COMMENTS FROM THE CHAIR AND STAFF**

Staff pointed out the handout from the Center for Biosecurity. Also staff had the catalog available for members to order LEPC monogrammed shirts.

**COMMENTS FROM COMMITTEE MEMBERS**

Chief McCartt said they are developing training for emergency vehicles responding to vehicles that use electricity and alternative energy. He will send the link to the training site.

**PUBLIC COMMENTS**

None.

**NEXT MEETING**

The next LEPC meeting is scheduled for August 4, 2011. Chief Wouters offered the Martin County Fire Rescue Administration Complex in Stuart for future LEPC meetings. Captain Sherry suggested rotating the meetings in different counties. The location for the August meeting will be determined.

**ADJOURNMENT**

The meeting was adjourned at 11:20 a.m.

## MEMORANDUM

**TO:** District 10 Local Emergency Planning Committee  
**FROM:** Kathryn E. Boer, Staff  
**DATE:** August 4, 2011  
**RE:** State Emergency Response Commission Meeting

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The State Emergency Response Commission (SERC) met on July 8, 2011 in Tallahassee. The following memoranda will brief the District 10 Local Emergency Planning Committee members on the SERC meeting agenda items.

No action required



## MEMORANDUM

**TO:** District 10 Local Emergency Planning Committee

**FROM:** Kathryn E. Boer, Staff

**DATE:** August 4, 2011

**RE:** Fiscal Year 2011-2012 Audit/Inspection Work Plan – Risk Management Program

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### Background

The Risk Management Planning (RMP) Program's Annual Audit/Inspection Work Plan prioritizes and identifies the facilities recommended for audits and inspections based on the audit selection criteria found in the Florida Accidental Release and Risk Management Planning (ARP/RMP) Act of 1998, Chapter 252, Part IV, Florida Statutes.

### Summary

Pursuant to the Florida ARP/RMP Act, the Florida Division of Emergency Management is the implementing agency for the Clean Air Act Amendments of 1990, Section 112(r) and is required to conduct audits and inspections of facilities that have been identified as "high priority" facilities regarding their potential to experience accidental releases of RMP regulated substances that could impact the public health and the environment. The FDEM annually develops a work plan identifying high priority facilities for the State Emergency Response Commission's review and consideration. Facilities are selected using the criteria set forth by the ARP/RMP Act. Selection criteria include: facility location and proximity to population centers, chemical characteristics and inventories, accident history, and compliance or inspection by allied agency programs and the results of self-conducted audits.

This year's Audit/Inspection Work Plan identifies twenty-three facilities as priority facilities within the State. Accompanying this memorandum is a list of priority facilities that have been selected for audits and inspections for Fiscal Year 2011-2012.

Attachment

No action required

FACILITY NAME	DATE	COUNTY
DAVIS SUPPLY, INC.	7/13/2011	GADSDEN
PEDDIE CHEMICAL COMPANY, INC.	8/17/2011	LEON
COCA COLA NORTH AMERICA BASE PLACE USA	9/13/2011	ORANGE
MID-FLORIDA FREEZER WAREHOUSES, LTD	9/14/2011	ORANGE
TANNER INDUSTRIES, INC. *	9/15/2011	ORANGE
CAMELOT WATER RECLAMATION FACILITY	10/11/2011	OSCEOLA
MCLANE DISTRIBUTION SUNEAST	10/12/2011	OSCEOLA
SOUTH BERMUDA WATER RECLAMATION FACILITY	10/13/2011	OSCEOLA
NORTH BEAL EXTENSION SITE	11/15/2011	OKALOOSA
QUANTUM RESOURCES MANAGEMENT-ST REGIS GAS PLANT *	11/16/2011	SANTA ROSA
CRIST ELECTRIC GENERATING FACILITY	11/17/2011	ESCAMBIA
BURRIS REFRIGERATED LOGISTICS	12/13/2011	DUVAL
ST JOHNS RIVER POWER PARK	12/14/2011	DUVAL
SYSCO JACKSONVILLE INC. *	12/15/2011	DUVAL
HOOD ROAD WATER TREATMENT PLANT	1/17/2012	PALM BEACH
HOOD ROAD WELL FIELD	1/18/2012	PALM BEACH
PGA WASTEWATER TREATMENT PLANT	1/19/2012	PALM BEACH
DAVIS SUPPLY, INC. *	2/7/2012	PASCO
WESTERN INTERNATIONAL GAS - TAMPA	2/8/2012	HILLSBOROUGH
AIRGAS SOUTH - TAMPA EAST	2/9/2012	HILLSBOROUGH
BUCKHEAD BEEF OF FLORIDA	3/13/2012	POLK
COCA-COLA NORTH AMERICA - MAIN STREET PLANT	3/14/2012	POLK
DOUGLAS H ALLEN WATER RECLAMATION FACILITY	3/15/2012	POLK

\* High Risk

## MEMORANDUM

**TO:** District 10 Local Emergency Planning Committee  
**FROM:** Kathryn E. Boer, Staff  
**DATE:** August 4, 2011  
**RE:** SARA Title III Program Officials Annual Conference

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### Background

The National Association of SARA Title III Program Officials (NASTTPO) is made up of members and staff of the State Emergency Response Commissions, Tribal Emergency Response Commissions, Local Emergency Planning Committees (LEPCs), various federal agencies and private industry. Members include state, tribal or local government employees with Emergency Planning and Community Right to Know program responsibilities such as health, occupational safety, first response, and environmental and emergency management agencies.

### Summary

The NASTTPO holds annual and mid-term conferences throughout the country attempting to evenly distribute the locations between the east and west coast of the United States. During the April 2011 conference, the Association President asked Florida representatives to provide proposals for Florida venues for the 2012 annual conference to be held the last week of April. The SERC staff solicited proposals throughout the State and submitted those to the NASTTPO for consideration.

At the July 8, 2011 SERC meeting it was recommended for approval the endorsement of the NASTTPO holding their 2012 national convention in the State of Florida. This was approved. If the proposal is accepted, the District LEPC will be called upon to print badges, assist with coordination and agenda items.

No action required

## MEMORANDUM

**TO:** District 10 Local Emergency Planning Committee

**FROM:** Kathryn E. Boer, Staff

**DATE:** August 4, 2011

**RE:** Single Reporting Point for Tier II Annual Reports Memorandum

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Currently, the State of Florida has three Memorandum of Understandings (MOUs) in various stages of development. These are: 1) between the State Emergency Response Commission (SERC), Local Emergency Planning Committees (LEPCs) and jurisdictional fire departments for a single point reporting location for Tier II; 2) between the United States Environmental Protection Agency (EPA) and the SERC to exchange Toxic Release Inventory (TRI) data; and 3) between the EPA and the State of Florida to coordinate compliance and enforcement activities.

- 1) During the 2009 Tier II reporting year, the State of Florida developed an electronic Tier II filing option for reporting facilities to meet the requirements of notification to the SERC, LEPCs and fire departments in a single filing point. The EPA conducted an internal policy review and determined that a MOU between these agencies would satisfy this requirement. Guidance from the EPA specifies that an online sharing partnership to facilitate a single point of electronic submittal of annual Tier II reporting requires a formal agreement between the SERC, LEPCs, and fire departments. Attached is a final draft of the MOU recommended to the SERC for consideration of approval at the July 8, 2011 meeting.
- 2) The agreement between the EPA and the SERC to exchange TRI data was approved by the EPA. The electronic TRI data the EPA receives is shared with the State of Florida via a CDX viewer. Facilities are not required to submit paper forms or diskettes of this information to the State if filing TRI data electronically. If facilities are filing paper forms with the EPA for this data, they must also submit copies to the State. Facilities were notified of this change with the annual TRI mail-out in May 2011.
- 3) The MOU between the EPA and the State of Florida Division of Emergency Management (FDEM) for the purposes of identifying and coordinating compliance and enforcement activities has been forwarded to the EPA for review. FDEM staff reported that currently there is very little cooperation, coordination or data sharing between the EPA and the State of Florida with respect to enforcement actions. The MOU was forwarded to the EPA in early May with no response to date.

Attachment

No Action Required

**\*\*\*DRAFT\*\*\***

**FLORIDA STATE EMERGENCY RESPONSE COMMISSION  
TIER II HAZARDOUS MATERIAL INVENTORY REPORTS  
DATA USE MEMORANDUM OF UNDERSTANDING**

THIS DATA USE MEMORANDUM OF UNDERSTANDING (“MOU”), is issued by the Florida State Emergency Response Commission for Hazardous Materials, (“SERC”), whose administrative office address is 2555 Shumard Oak Boulevard, Tallahassee, Florida 32399-2100, on behalf of Florida’s Local Emergency Planning Committees and all Florida’s local fire departments, as follows:

WHEREAS, On March 1 of each year, facilities that are subject to the Emergency Planning and Community Right-to-Know Act are required to file Tier II Hazardous Material Inventory Reports (“Tier II Reports”) on the regulated hazardous materials that were located on-site during the previous calendar year; and

WHEREAS, these reports are required to be filed with the SERC and a regulated facility’s Local Emergency Planning Committee (LEPC) and the local fire department; and

WHEREAS, the Division of Emergency Management serves as staff to the SERC and maintains the data in an informational database; and

WHEREAS, in an effort to alleviate this duplicative paperwork submittal and provide the data management necessary at LEPCs and local fire departments, the SERC directed the development of FloridaHMIS.org, an on-line Tier II reporting system, and authorized the use of E-Plan, a Hazardous Materials Emergency Management Information System, as the official means for sharing all chemical inventories collected by the SERC; and

WHEREAS, after these actions, the U. S. Environmental Protection Agency (EPA) published a clarifying interpretation in the Federal Register (75 FR 39852, 39855) which states that a formal agreement should be developed between a State’s SERC, its LEPCs and its local fire departments if the State desires to implement an electronic information sharing program.

Therefore, this MOU formalizes the relationships necessary to allow the Tier II data that is entered into the SERC’s on-line reporting system to sufficiently cover a facility’s reporting responsibilities to the LEPC and local fire department. The SERC hereby determines the following:

1. Pursuant to Section 119.07(2)(a), Florida Statutes, the SERC is authorized to provide access to public records by remote electronic means, provided exempt or confidential information is not disclosed.
2. The SERC will continue to provide regulated facilities the ability to submit Tier II Reports via the SERC’s FloridaHMIS.org system and provide the updated data to EPA’s E-Plan system on a monthly basis or more frequently when necessary.

3. The Tier II Reports may be accessed directly from the EPA's E-Plan by LEPCs and local fire departments. This access to E-Plan relieves a regulated facility's requirement to provide an additional copy of the Tier II Report to the LEPCs and local fire departments. The Tier II Reports contain the hazardous material related information utilized by first responders, emergency planners and the general public to determine the possible hazards located in their communities.
4. The SERC will have no responsibility to provide any formal training with respect to accessing and utilizing E-Plan. However, on-line training and technical assistance will be provided from the SERC and EPA.
5. Access to E-Plan will be supervised by the SERC. Local emergency management directors, fire department chiefs and LEPC Chairpersons will be given the opportunity to delegate that jurisdiction's master approval account. This account would then be granted the ability to approve any users to access E-Plan as they deemed appropriate within their jurisdiction.
6. If a LEPC or local fire department wishes to opt out of this MOU, they shall advise the SERC in writing prior to November 1 of each reporting year. Facilities will be notified of agencies that have opted out during the on-line reporting process and will be directed to ensure they provide a paper copy of their Tier II Report to the respective agency(ies).
7. This MOU does not preclude a local fire marshal or other authority from imposing stricter reporting requirements which fall under their regulatory authorities.
8. Pursuant to Section 119.07(2)(c), Florida Statutes, the SERC may charge a fee for remote electronic access including the direct and indirect costs of providing such access. However, since the LEPCs and local fire departments are public agencies, no fee will be charged pursuant to this MOU.
9. This MOU is non-exclusive and nothing herein shall be deemed to limit the ability of the SERC to provide the data referenced herein to other parties.
10. The LEPCs and local fire departments are permitted to share the information obtained from E-Plan data provided under this MOU, however they are prohibited from entering into MOUs that preclude any other party from entering into an MOU with the SERC.
11. The SERC will continue to respond to public information requests for Tier II chemical inventory data in accordance with Chapter 119, Florida Statutes.
12. All notices, communications and determinations between the parties hereto and those required by this MOU, including, but not limited to, changes to the notification addresses set forth below, shall be in writing and shall be sufficient if mailed by regular United States mail, postage prepaid, to the party at the following address:

**Florida Division of Emergency Management**

Technical Hazards Section Chief

2555 Shumard Oak Boulevard

Tallahassee, Florida 32399-2100

13. This MOU embodies the whole understanding of the parties with respect to the Tier II Reports. There are no promises, terms, conditions, or obligations other than those contained herein, and this MOU shall supersede all previous communications, representations, or MOUs, either verbal or written, issued by the SERC.
14. It is understood and agreed by the parties hereto that if any part, term, or provision of this MOU is by the courts held to be illegal or in conflict with any law of the State of Florida, the validity of the remaining portions or provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the MOU did not contain the particular part, term, or provision held to be invalid.
15. Any questions or matters arising under this MOU as to validity, construction, enforcement, performance, or otherwise, shall be determined in accordance with the laws of the State of Florida.
16. Venue for any and all actions arising out of or in any way related to the interpretation, validity, performance or breach of this MOU shall lie exclusively in a state court of appropriate jurisdiction in Leon County, Florida.
17. A modification or waiver of any of the provisions of this MOU shall be effective only if made in writing and issued by the SERC.

Approved By: \_\_\_\_\_  
Bryan W. Koon, Chairman  
State Emergency Response Commission

Date: \_\_\_\_\_

## MEMORANDUM

**TO:** District 10 Local Emergency Planning Committee  
**FROM:** Kathryn E. Boer, Staff  
**DATE:** August 4, 2011  
**RE:** Hazardous Materials Incident Reports

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### Summary

Attached Tables 1, 2 and 3 list incidents for the period of March 1, 2011 through May 31, 2011 and Graphs I and II provide information on hazardous materials incident reports received by the State Watch Office from January 1, 1999 through May 31, 2011.

Table 1 lists incidents that are potential Section 304 investigations. These are incidents involving the release of Extremely Hazardous Substance or a Comprehensive Environmental Response, Compensation, and Liability Act chemical at a fixed facility. Table 2 lists fixed facility hazardous materials incidents with evacuations, injuries or deaths. Note that incidents relating to traffic accidents are not shown in either table. This information is being captured and is available upon request from the State Watch Office. Table 3 lists transportation incidents with evacuations, injuries and deaths for the District 10 region.

Figures in Graph I indicate hazardous materials incident reports from 1999 to 2011. Figures in Graph II indicate petroleum versus non-petroleum incidents by Local Emergency Planning Committee District.

Attachments

No action required



**Hazardous Materials Incident Report - Table 1**

3/1/2011 Thru 5/31/2011

**Potential Section 304 Investigations**

**09 - Southwest Florida Regional Planning Council**

**Release Count 1**

**SARASOTA COUNTY Release Count 1**

Release Date	Chemical Name	Release Amt	Business Type	Action Date	Comment	Sector
03/03/2011	Poly chlorinated Biphenyls	Unknown	Electric Services	03/08/2011	Closed	Private

**10 - Treasure Coast Regional Planning Council**

**Release Count 4**

**INDIAN RIVER COUNTY Release Count 1**

Release Date	Chemical Name	Release Amt	Business Type	Action Date	Comment	Sector
05/23/2011	Sulfuric Acid	15029	RO Plant	05/24/2011	Closed	Public

**MARTIN COUNTY Release Count 1**

Release Date	Chemical Name	Release Amt	Business Type	Action Date	Comment	Sector
03/11/2011	Diphenal Oxide and Biphenyl	985	Electric Services	03/16/2011	Closed	Private

**PALM BEACH COUNTY Release Count 2**

Release Date	Chemical Name	Release Amt	Business Type	Action Date	Comment	Sector
03/11/2011	Sodium Hydroxide	3059	Sewerage Systems	03/15/2011	Closed	Public
05/05/2011	Pepper Spray	0	County Courthouse	05/06/2011	Closed	Public

**11 - South Florida Regional Planning Council**

**Release Count 4**

**DADE COUNTY Release Count 4**

Release Date	Chemical Name	Release Amt	Business Type	Action Date	Comment	Sector
04/27/2011	Anhydrous Ammonia	Unknown	Beverage Drinks	04/29/2011	Closed	Private
04/30/2011	Sodium Hydroxide	0	47156	05/02/2011	Closed	Private
05/02/2011	Sodium Hypochlorite	135	STP / WTP	05/02/2011	Closed	Public
05/13/2011	Tetrachloroethylene	0	Transportation Shop	05/17/2011	Closed	Public

**Hazardous Materials Incident Report - Table 2  
3/1/2011 Thru 5/31/2011**

**Hazardous Materials Incidents with Evacuations, Injuries, and Deaths**

**08 - Tampa Bay Regional Planning Council**

**PASCO COUNTY**

Release Date	Chemical Name	Release Amt	Business Type	Injured	Evacuated	Fatalities	Cause Of
04/11/2011	Phenol	.99	Pharmacy	1	0	0	
04/19/2011	Unknown Chemicals	Unknown	Meth Lab	2	0	0	

**PINELLAS COUNTY**

Release Date	Chemical Name	Release Amt	Business Type	Injured	Evacuated	Fatalities	Cause Of
04/15/2011	Natural Gas	Unknown	Office Complex	0	100	0	
04/17/2011	Hydrogen Sulfide or Carbon Dioxide	Unknown	Church	4	300	0	
05/30/2011	Natural Gas	Unknown	Private Residence	0	1	0	

**10 - Treasure Coast Regional Planning Council**

**PALM BEACH COUNTY**

Release Date	Chemical Name	Release Amt	Business Type	Injured	Evacuated	Fatalities	Cause Of
05/05/2011	Pepper Spray	0	County Courthouse	3	3	0	

**11 - South Florida Regional Planning Council**

**BROWARD COUNTY**

Release Date	Chemical Name	Release Amt	Business Type	Injured	Evacuated	Fatalities	Cause Of
05/24/2011	Freon	Unknown	School	0	890	0	

\* May take FDLE 30-90 days to report cause of death

**Hazardous Materials Incident Report - Table 3**  
**3/1/2011 Thru 5/31/2011**  
**Transportation Incidents with Evacuations, Injuries, and Deaths**

**07 - Central Florida Regional Planning Council (continued)**

**POLK COUNTY**

<b>Release Date</b>	<b>Chemical Name</b>	<b>Release Amt</b>	<b>Business Type</b>	<b>Injured</b>	<b>Evacuated</b>	<b>Fatalities</b>	<b>Cause Of Death</b>
03/16/2011	Diesel Fuel	740	Traffic Accident	1	0	0	

**08 - Tampa Bay Regional Planning Council**

**MANATEE COUNTY**

<b>Release Date</b>	<b>Chemical Name</b>	<b>Release Amt</b>	<b>Business Type</b>	<b>Injured</b>	<b>Evacuated</b>	<b>Fatalities</b>	<b>Cause Of Death</b>
03/24/2011	Gasoline	192	Traffic Accident	1	0	0	

**PASCO COUNTY**

<b>Release Date</b>	<b>Chemical Name</b>	<b>Release Amt</b>	<b>Business Type</b>	<b>Injured</b>	<b>Evacuated</b>	<b>Fatalities</b>	<b>Cause Of Death</b>
04/13/2011	Diesel Fuel/Hydraulic OIL	Unknown	Traffic Accident	5	0	0	

**09 - Southwest Florida Regional Planning Council**

**HENDRY COUNTY**

<b>Release Date</b>	<b>Chemical Name</b>	<b>Release Amt</b>	<b>Business Type</b>	<b>Injured</b>	<b>Evacuated</b>	<b>Fatalities</b>	<b>Cause Of Death</b>
04/27/2011	Diesel Fuel	148	Traffic Accident	2	0	0	

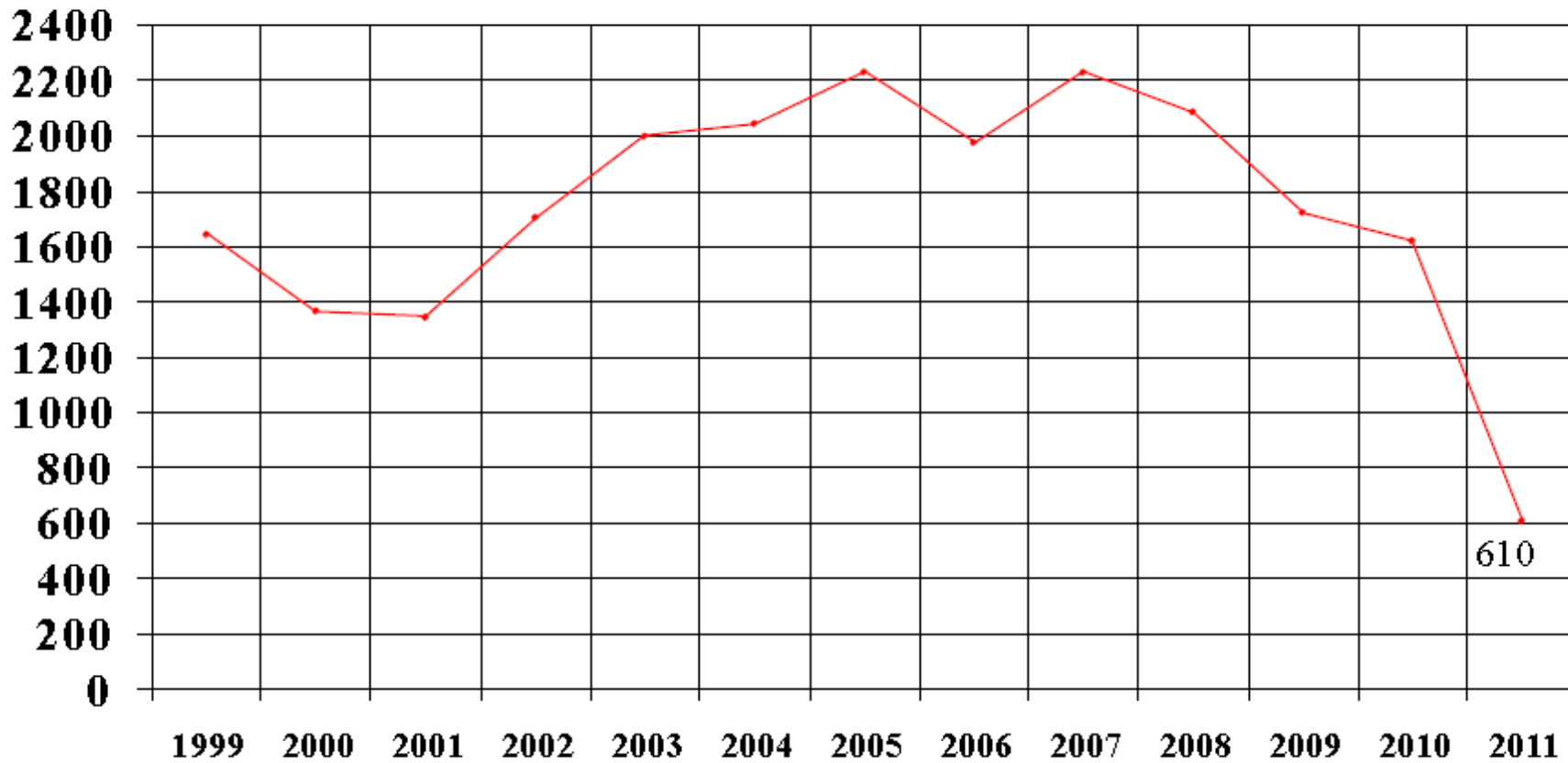
**10 - Treasure Coast Regional Planning Council**

**PALM BEACH COUNTY**

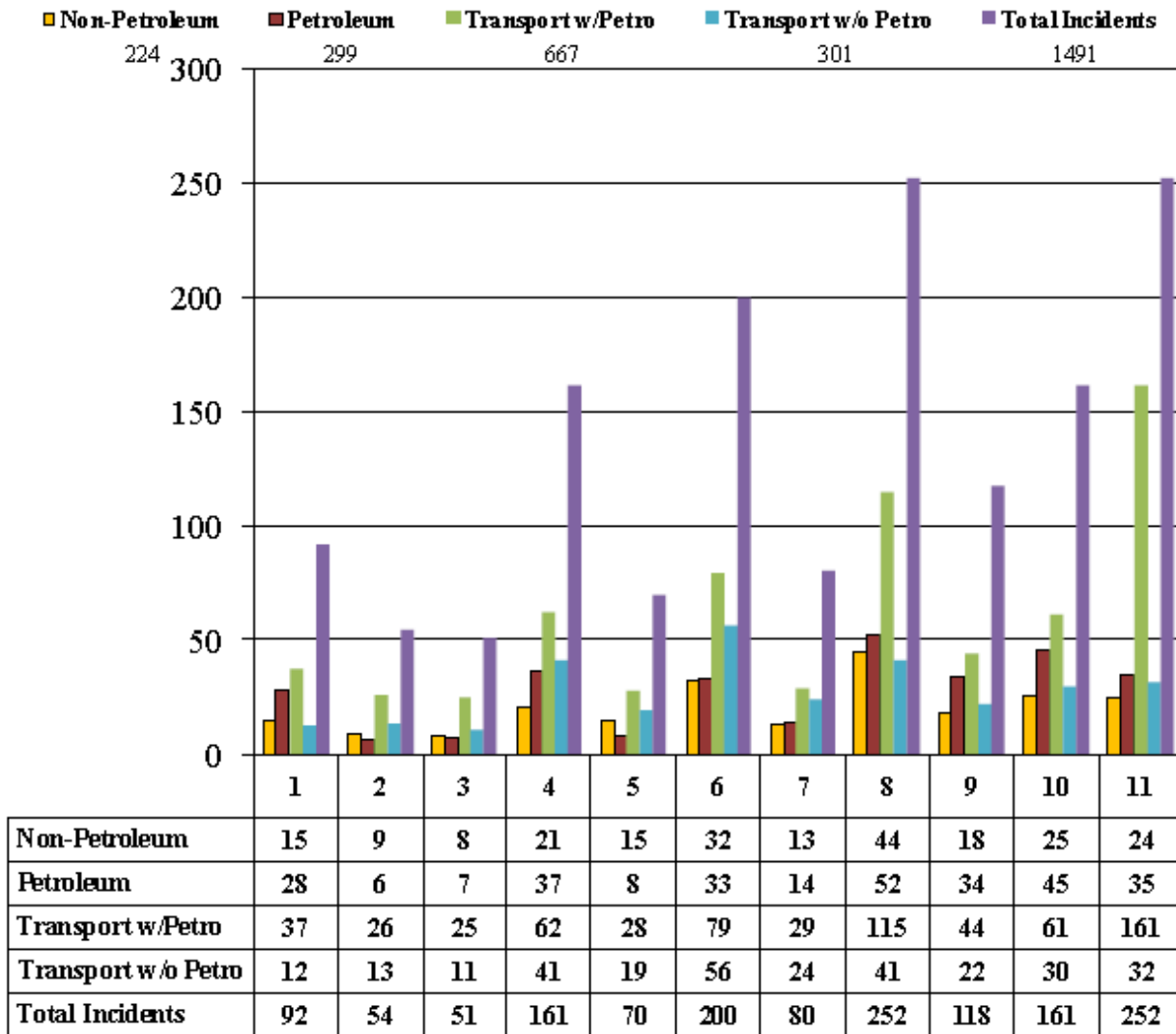
<b>Release Date</b>	<b>Chemical Name</b>	<b>Release Amt</b>	<b>Business Type</b>	<b>Injured</b>	<b>Evacuated</b>	<b>Fatalities</b>	<b>Cause Of Death</b>
03/31/2011	Zeta	Unknown	School/Crop Duster	2	0	0	
05/23/2011	Kerosene/JP-5	320	Transportation	2	1	0	

\* May take FDLE 30-90 days to report cause of death

**Graph I**  
**HAZARDOUS MATERIALS INCIDENT REPORTS**  
(January 1, 1999 through May 31, 2011)



**GRAPH II**  
**HAZARDOUS MATERIALS INCIDENT REPORTS**  
**BY LOCAL EMERGENCY PLANNING COMMITTEE DISTRICT**



June 1, 2010 through May 31, 2011

## MEMORANDUM

**TO:** District 10 Local Emergency Planning Committee

**FROM:** Kathryn E. Boer, Staff

**DATE:** August 4, 2011

**RE:** Local Emergency Planning Committee Chairs Meeting Update

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The eleven Florida Local Emergency Planning Committee (LEPC) District Chairs and staff meet one day prior to the State Emergency Response Commission meeting on a quarterly basis. The previous LEPC Chairs meeting was held on July 7, 2011 in Pensacola. The next meeting will be held on October 6, 2011 in Tallahassee. The following were points of discussion during the meeting:

- *Florida Hazardous Materials Information System (HMIS):* The updated Web HMIS containing the latest Section 302 Facility data and entries are now accessible to staff in electronic format via Web HMIS.
- *Florida Division of Emergency Management (FDEM) Update:* Deputy Director Dave Halstead stated that changes to the FDEM would take place October 1, 2011. The FDEM will retain its title and remain a division and not an office, and will be brought under the Governor's office reporting directly to the Chief or the Deputy Chief of Staff.

The Secretary of the Department of Community Affairs (DCA) is by statute the chair of the State Emergency Response Commission (SERC). However, since DCA has been dismantled and its divisions transferred to other departments, legal counsel is reviewing and will make recommendations as to who will chair the SERC.

- *E-Plan Update:* FDEM staff reported that compatibility issues with E-Plan have been solved. Staff is still working to clean up data to eliminate duplications and omissions as well as issues with the online submission processes.
- *Hazard Materials Awareness Week:* Dates have not been determined yet. Mercury was the chemical topic discussed for the focus of activities.

No action required

## MEMORANDUM

**TO:** District 10 Local Emergency Planning Committee  
**FROM:** Kathryn E. Boer, Staff  
**DATE:** August 4, 2011  
**RE:** Training Task Force Update – Captain Nelson

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### Background

In January 1993, the State Emergency Response Commission (SERC) created the Training Task Force (TTF) to address the requirements for the Hazardous Materials Transportation Act Grant Program. Since its inception, TTF responsibilities have been expanded to include the development of responder training guidelines; coordination with responder groups to ensure required hazardous materials training is available; and development of strategic planning projects to effectively deliver training and formal guidelines.

### Summary

The TTF met on July 7, 2011 in Tallahassee for the regular quarterly meeting. Conference calls were conducted May 25 and June 15, 2011. The next quarterly meeting is October 6, 2011 in Tallahassee. The following were points of discussion at the July meeting:

### **Current Business**

- Revisions to the Operational Evaluation Assessments for Type II and Type III Hazardous Materials Teams
- Discussions update on Tox-Medic training curriculum development
- Hazardous Materials Field Operations Guide review issues

### **New Business**

- Discussions on modification of the SERC Public Safety Sampling Standard Operating Procedures
- Department of Health (DOH) White Powder protocol Updates
  1. Language is being reinforced directing proper procedures for submission of biological samples to state labs.
  2. The DOH discourages presumptive testing, but provides guidance for incident commanders that use it to make decisions that do not include medical management and provided that the results of such testing is not released to the media.

No action required

## MEMORANDUM

**TO:** District 10 Local Emergency Planning Committee  
**FROM:** Kathryn E. Boer, Staff  
**DATE:** August 4, 2011  
**RE:** Planning Subcommittee

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### Regional Hazardous Materials Response Plan

The 2010/2011 technical assistance agreement scope of work for the District 10 Local Emergency Planning Committee requires that the District 10 Regional Hazardous Materials Response Plan be updated annually. Staff updated the Section 302 chemical facilities appendices, demographic data and training and exercise activities. The Plan was forwarded to the Planning Subcommittee members for review and update of agency response procedures information. The Plan was then submitted to the Florida Division of Emergency Management for review and approval.

### 2011 Biennial Exercise

The Planning Subcommittee began planning the 2011 District 10 Biennial Exercise with the initial planning conference held April 12, 2011. The Subcommittee developed objectives and scenarios for the tabletop/functional exercise held June 23, 2011 in two Emergency Operations Centers. The scenario involved several incidents in Indian River and St. Lucie Counties and included a methamphetamine lab explosion, a chemical hostage situation, public drinking water contamination and a chemical/incendiary terrorist attack on an elementary school. The exercise progressed through a time sensitive, module oriented discussion based scenario. Participants were prompted by message injects to respond as realistically as possible to the incidents by discussion, agency to agency coordination as well as county to county agency coordination. The participants commented that the exercise was winnable, useful and engaged agencies that are not always included in exercises.

The After Action Report will be available following the Subcommittee and evaluator review. The District 10 LEPC would like to thank Indian River and St. Lucie County Divisions of Emergency Management for providing the emergency operations centers for the exercise. Staff would like to thank and recognize the Planning Subcommittee members and LEPC members that volunteered to evaluate the exercise.

No action required



## MEMORANDUM

**TO:** District 10 Local Emergency Planning Committee  
**FROM:** Kathryn E. Boer, Staff  
**DATE:** August 4, 2011  
**RE:** Public Information/Marketing Subcommittee

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There are no current projects in development at this time. Please forward to staff any ideas for outreach projects. Please inform staff of information for public dissemination for mail out and/or addition to the LEPC website.

No action required

## MEMORANDUM

**TO:** District 10 Local Emergency Planning Committee  
**FROM:** Kathryn E. Boer, Staff  
**DATE:** August 4, 2011  
**RE:** Local Emergency Planning Committee Activities

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Attached is a list of the Local Emergency Planning Committee activities since the previous meeting of May 5, 2011. Also attached is a list of emergency management and preparedness activities staff is participating in as staff of the Treasure Coast Regional Planning Council.

Attachments

No action required

**Local Emergency Planning Committee Activities**  
**May 5, 2011 – August 3, 2011**

- May 5 District 10 Local Emergency Planning Committee meeting held at Martin County Fire Rescue.
- May 17-19 Attended the 2011 Governor's Hurricane Conference for training. Staff facilitated the Treasure Coast Region workshop on the implementation of the Treasure Coast Regional Evacuation Study. Presentation panel was conducted by Indian River, Martin, Palm Beach and St. Lucie County emergency management officials.
- June 9 Coordinated and attended 2011 District 10 Local Emergency Planning Committee Biennial Exercise mid-term planning conference held at the St. Lucie County Public Safety offices.
- June 23 Facilitated the 2011 District 10 Local Emergency Planning Committee Biennial Exercise held at the Indian River and St. Lucie County emergency operations centers.
- July 7-8 The District 10 Training Task Force representative attended the Local Emergency Planning Committee Chairs and Staff, State Training Task Force and State Emergency Response Commission meetings in Pensacola.
- July 13 Attended the St. Lucie County full-scale active shooter/nuclear power plant exercise as an evaluator at the St. Lucie County Emergency Operations Center. Sharon Rayner, American Red Cross, Chief Lori Sunderman, City of Stuart Fire Rescue, and Paul Seldes, ntb Group also volunteered to evaluate the exercise.

**Emergency Management/Preparedness Activities  
(Non-LEPC)  
May 5, 2011 – August 3, 2011**

- June 11            Coordinated Post-Disaster Redevelopment Plan project consultant proposal review and scoring meeting with the Selection Committee composed of Indian River, Martin and St. Lucie County representatives.
- June 13            Review of Hobe Grove Development of Regional Impact for evacuation, public sheltering, utilities and solid waste management impacts on Martin County local government resources.
- June 16            Review of Harmony Development of Regional Impact for evacuation, public sheltering, utilities and solid waste management impacts to Martin County resources.
- June 26            Provided technical assistance to Palm Beach County Emergency Management regarding modifications to the existing planning assumptions and storm surge/depth analysis for Lake Okeechobee to develop additional evacuation clearance times.
- June 28            Attended the Region 5 Domestic Security Task Force Planner meeting. Presented a brief lecture on exercise after action reporting and matrix improvement planning.

## MEMORANDUM

**TO:** District 10 Local Emergency Planning Committee  
**FROM:** Kathryn E. Boer, Staff  
**DATE:** August 4, 2011  
**RE:** Contract Activities Update

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### Hazardous Materials Emergency Preparedness

The 2010/2011 Hazardous Materials Emergency Preparedness grant provides annual funding for hazardous materials related training to the Region's first responders and for specific planning projects. Please submit any specific training requests to staff.

#### *Training*

During the third quarter of the 2010/2011 contract cycle the District 10 Local Emergency Planning Committee (LEPC) sponsored one person to attend an Intermediate Incident Command System (ICS-300) class in Orlando. Staff coordinated with Town of Palm Beach to schedule one Hazwopper class and scheduled a Field Chemical Analysis class for the City of Boca Raton for the fourth quarter.

#### *Planning*

The District 10 LEPC selected Planning Project Option #3, Local Emergency Planning Committee Plan Exercise, from the list of approved activities under the 2010/2011 planning grant. This exercise was combined with the LEPC Biennial exercise to evaluate the training needs for the next Hazardous Materials Emergency Preparedness 2011/2012 contract cycle. It also emphasized the transportation impacts of chemical releases on major intersections and highways. The Region would benefit from an updated commodity flow study. This is a planning project option in the HMEP planning portion of the contract scope of work.

### Hazardous Analyses

The St. Lucie County 2010/2011 Hazardous Materials Analysis was conducted, completed and submitted to the Florida Division of Emergency Management for review and recommendations. The analysis was approved and 302 facilities have been notified of the availability of individual hazards analyses.

No action required

## MEMORANDUM

**TO:** District 10 Local Emergency Planning Committee  
**FROM:** Kathryn E. Boer, Staff  
**DATE:** August 4, 2011  
**RE:** Membership

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On July 8, 2011, the State Emergency Response Commission approved the District 10 Local Emergency Planning Committee (LEPC) nominations for appointment. The District 10 LEPC would like to welcome aboard the following Primary and Alternate members:

PRIMARY

Mr. Edward Carberry  
Sysco Southeast Florida, LLC  
Occupational Category: Transportation

ALTERNATE

Mr. David Brennan  
Sysco Southeast Florida, LLC  
Occupational Category: Transportation

No Action Required

## MEMORANDUM

**TO:** District 10 Local Emergency Planning Committee  
**FROM:** Kathryn E. Boer, Staff  
**DATE:** August 4, 2011  
**RE:** Next Meeting

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The next scheduled meeting of the District 10 Local Emergency Planning Committee is Thursday, November 3, 2011. The Martin County Fire Rescue training rooms have been offered as a permanent location for the LEPC meetings.

If your company or agency would like to host the next meeting please notify staff.

The quarterly meeting dates for 2011 and 2012 are provided below for your convenience:

November 3, 2011  
February 2, 2012  
May 3, 2012  
August 2, 2012

No action required