



**DRAFT MINUTES OF THE DISTRICT 10 LOCAL EMERGENCY
PLANNING COMMITTEE (LEPC)
FOR HAZARDOUS MATERIALS
November 6, 2014**

Committee Members

Nelson, Joseph, Chair
Carberry, Edward
Engel, Norm
*Harshburger, Daniel
Herndon, Kevin
Holman, John

Koener, David
Lasaga, Frank
Lo Presti, Etta
Lux, Harry

McCartt, Jack
McCaughey, Debra
Meding, Paul
Norris, Peter
Ortado, Derek
Perkins, Richard
Thompson, Greg
Stewart, Barry
Valle, Carlos
*Vogt, Charles
Waite, Sally
Zabel, Dennis

Excused

Anderson, Mark
Brown, Kenton

Daly, Tom
Joseph, Glenn
Rawicz, Dave

Occupational Category

Firefighting (Palm Beach County Fire Rescue)
Transportation (Sysco Southeast Florida, LLC)
Firefighting (City of Boca Raton Fire Rescue)
Fire Rescue (Martin County)
Firefighting (St. Lucie County)
Law Enforcement
(City of Port St. Lucie Police Department)
Health (St. Lucie County Health Department)
Emergency Management (City of Stuart Fire Rescue)
Emergency Management (Indian River County)
Interested Citizen (Hazardous Materials & Safety Solutions, Inc.)
Interested Citizen (Dania Beach Fire Rescue)
Emergency Management (Martin County)
Facility Operator (Cliff Berry, Inc.)
Facility Owner and Operator (Scripps Research Institute)
Law Enforcement (City of Stuart)
Facility Operator (City of Port St. Lucie Utility Systems)
Interested Citizen (Sun Sentinel)
Local Environmental (Zenith Environmental)
Firefighting (Pratt & Whitney)
Health (Indian River County Health Department)
Emergency Management (Palm Beach County)
Local Environmental
(Harbor Branch Oceanographic Institute)

Occupational Category

Firefighting (Palm Beach County Fire Rescue)
Local Environmental
(FL Dept. of Environmental Protection)
Emergency Management (St. Lucie County)
Non-Elected Official (City of Boca Raton)
Facility Operator (Cheney Brothers, Inc.)

Absent

Echazabal, Tony
Jones, Derrell
Laryea, Nicholas
Mayer, Timothy
Passanesi, Joseph
Peterson, Vince
Phillips, Tom
Sanders, Nick
Seldes, Paul

Absent Occupational Category

Health (Martin Memorial Health Systems)
Law Enforcement (Palm Beach)
Facility Operator (Indiantown Cogeneration L.P.)
Health (Palm Beach County Health Department)
Law Enforcement (Martin County Sheriff’s Office)
Emergency Management (Tropicana Products, Inc.)
Interested Citizen
Hospital (Select Specialty Hospital Palm Beach)
Interested Citizen (ntb Group, LLC)

Staff

Kathryn Boer
Kim Koho

TCRPC/LEPC District 10, Coordinator
TCRPC/LEPC District 10, Staff

Visitors

Barrett, Rick
Crowe, David

Florida Gas Transmission Company
Florida Department of Health, Region 5, Emergency
Response Advisor and Regional Domestic Security Task
Force Health Co-Chair

Ron Zeigler
Evilio Torres

Allied Universal, Regional Operation Manager
Allied Universal, Branch Manager

** denotes Alternate was present in Primary member’s seat*

Ms. Boer asked to recognize the fallen Road Ranger, Arnold Metellus who was a member of the Incident Management Team and was killed on I-95 as he assisted a motorist.

Ms. Boer welcomed visitors and future District 10 LEPC members Mr. Ziegler and Mr. Torres, Allied Universal. She also welcomed Mr. David Crowe, Florida Department of Health, Region 5, Emergency Response Advisor and Regional Domestic Security Task Force Health Co-Chair.

APPROVAL OF AGENDA OF NOVEMBER 6, 2014 MEETING

Chairman Nelson stated that Mr. Rick Barrett, Florida Gas Transmission Company, would be making a presentation titled “Natural Gas Pipeline Emergency Response” which would be an addition to the agenda.

Mr. Thompson moved approval of the November 6, 2014, agenda as amended. Chief Engel **Motion** seconded the motion, which carried unanimously.

APPROVAL OF MEETING MINUTES – AUGUST 7, 2014

Mr. Thompson moved approval of the August 7, 2014, minutes. Chief Herndon seconded the **Motion** motion, which carried unanimously.

NEW BUSINESS

Presentation: Natural Gas Pipeline Emergency Response – Rick Barrett, Florida Gas

Ms. Boer introduced Mr. Richard Barrett, Florida Gas Transmission Company. Mr. Barrett stated that he is part of a damage prevention team that is involved with a public awareness program. His company provides presentations to emergency responders and construction industries regarding gas pipeline safety.

Mr. Barrett opened with saying the pipeline is the safest way to transport high pressured natural gas. Its largest threat is excavation. His company is one of the largest natural gas transmission pipeline operators in Florida. He said Florida Power and Light (FP&L) also had gas pipelines and they were building a pipeline from Alabama to Florida. The Riviera Beach plant was rebuilt to handle strictly gas. The Florida Gas Transmission facilities in Fort Pierce are located mostly on the north bound side of the turnpike right-of-way and into the southern counties.

Mr. Barrett said that because it is important that this information reach first responders, he could tailor his presentation to accommodate fire fighters' different shifts.

Mr. Barrett said his company are proponents of the "Call before you dig." campaign. They want to be involved in all digs that are considered a high priority subsurface installation. Compressor stations are located approximately every 75 miles.

Mr. Barrett reviewed the following: Compressor stations which pressurize the gas and move gas through pipelines; Meter stations where a distribution company receives gas from a transmission pipeline; Mainline shut-off valves are devices designed to stop the flow of gas and should only be operated by qualified persons; Lateral line blocks valves that are approximately 15 miles apart and allow blow down "venting."; and Pipeline markers that contain the name of the operator and emergency contact information and are located near road, rail, fence, water crossings and curbs.

Mr. Barrett said that the company assists excavators in marking locations of underground pipelines, as well as buried cable, telephone, electric and other utilities. The service is free. Failure to notify the gas company could result in fines. It is a State law and requires two full business days notification prior to excavations.

Mr. Barrett reviewed the composition of natural gas stating that it was non-toxic and flammable. It is 40 percent lighter than air and suffocation can occur when natural gas displaces oxygen in an enclosed area. Natural gas is colorless and odorless. The smell associated with natural gas is caused by injecting an odorant. Its combustion byproducts can result from an incomplete combustion which may produce carbon monoxide and warrant the use of self-contained breathing apparatus by first responders. Its ignition temperature is twice as high as that of gasoline and a flame or spark must reach about 1200 degrees Fahrenheit to be ignited.

Mr. Barrett said that due to the large volumes and high pressures of natural gas, pipeline accidents can be dangerous. There are primary hazardous conditions that first responders should be aware of such as encroachment (excavation activities), leak, and rupture. Nearly two thirds of fatalities involving pipelines are due to damage from outside forces. He reviewed the signs of a natural gas pipeline leak and that of a rupture. If there is a rupture, there could be an explosion producing flames

burning at high temperatures along with secondary fires. The area surrounding a rupture needs to be isolated. The response to a leak or rupture is critical in its management so always notify the pipeline company of a natural gas leak or rupture by calling the emergency phone number that listed on the closest marker.

Mr. Barrett reviewed the proper protocols for responding to a leak or rupture of natural gas. He said the best method to control a gas-fed fire is to stop the flow of gas. Water should never be used to extinguish a gas fire but it can be used to wet down exposed flammable areas. He reminded everyone that pipeline personnel are trained for pipeline emergencies and can supply responders with information regarding the facilities involved in the incident; they can stop the flow of gas to the accident site, and can close valves on either side of the rupture. Florida Gas Transmission's response protocol is based on the National Incident Management System.

Mr. Barrett recapped by saying the 24-hour emergency gas control center's number was 1-800-238-5066. Stopping the flow of gas is the best method of controlling a gas-fed fire and that no one should attempt to operate pipeline valves. First responders should always know what pipelines are operating in their area and should refer to their agency's policies and guidelines for emergency response. Florida Gas Transmission also provides software that locates the Florida Natural Gas's entire pipeline system. The company works on trying to strengthen their relationship with emergency responders.

Ms. Boer asked Mr. Barrett to provide his contact information. Chief Engel asked if the Florida Gas Transmissions' pipelines ran along the CXS tracks. Mr. Barrett said that since he was not from the area he could not say for sure. Chairman Nelson stated that the pipelines that run next to the CSX tracks and go to Florida Power and Light (FP&L) belong to FP&L. Mr. Barrett asked if there were any other questions, having none, he concluded his presentation.

2013 Thomas Yatabe Award and Certificates of Appreciation

Ms. Boer said the 2013 Thomas Yatabe Awards and Certificates of Appreciation were announced at the State Emergency Response Commission (SERC) Meeting, October 2, 2014. Mr. Greg Thompson, who has been a long time member of the District 10 LEPC, was awarded the 2013 Thomas Yatabe award. He serves District 10 and 11 simultaneously and assists staff with evaluations, planning, and exercises. Ms. Boer thanked him for all of his help and participation in the LEPC and congratulated him on the award. Mr. Thompson will be presented the Thomas Yatabe award at the next SERC meeting in January 21, 2015, in Daytona Beach.

Ms. Boer announced that The Thomas Yatabe Certificates of Appreciation were awarded to Mr. Brown, Mr. Stewart, and Mr. Lux. She thanked them their help and participation in the District 10 LEPC. The certificates will be presented at the next District 10 LEPC meeting on February, 5, 2015.

State Emergency Response Commission Meeting

Ms. Boer reviewed the Hazardous Materials Incident Reports. The attached tables provide information on all hazardous materials incident reports received by the State Watch Office (SWO) for periods from June 1, 2014 through August 31, 2014. Table I lists incidents that are potential Section 304 Investigations at fixed facilities listed by LEPC District. These are incidents that involved release of an extremely hazardous substance. Tables 2 and 3 cover hazardous materials

incidents for which evacuations, injuries, and/or deaths were reported. Table 2 lists fixed facility hazardous materials incidents with evacuations, injuries, and deaths. Table 3 details incidents with evacuations, injuries and deaths during the period of June 1, 2014 through August 31, 2014. A complete list for the entire State of Florida can be obtained through the SWO and the Department of Emergency Management (DEM) website.

Ms. Boer stated that Graph I (January 1, 2001 through August 31, 2014) reflected the total number of hazardous materials incidents per year reported to the SWO. Graph II (September 1, 2013 through August 31, 2014) compares incidents that occurred at fixed facilities to those involving transportation-related incidents and represents Hazardous Materials Incident Reports by LEPC District 10. The tables and graphs only reflect LEPC Region 10. There was discussion among the members as to the reasons for a downward trend in incidents from previous years.

Chairman Nelson mentioned that the SERC discussed the Environmental Protection Agency's Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) 103. Under section 103, facilities have 15 minutes to report hazardous materials releases to the SWO and the Commission thought it was important to highlight that detail for first responders.

Chairman Nelson said that the SERC discussed a new program called "Kids in Danger Zones." The program focuses on children that are exposed to hazardous materials such as schools that are built near hazardous materials facilities such as water treatment plants. He said that it was reported that Florida is third highest in the nation for number of children that are exposed to these dangerous materials. Ms. Boer said that she would find the report and send a copy to the members. Chairman Nelson suggested that District 10 LEPC make the "Kids in Danger Zones" one of its outreach projects for the upcoming year.

Local Emergency Planning Committee Chairs Meeting Update

Ms. Boer reported that the LEPC chairs' and staff meeting was held on October 2, 2014, in Tallahassee. The LEPC, Hazardous Materials Emergency Planning (HMEP), and Hazard Analysis contracts now have new reporting and supporting documentation requirements. There are also new requirements as to how the money can be spent.

Ms. Boer said that the Hazards Analysis Working Group has participated in a series of conference calls and developed a set of recommendations to improve the State Hazards Analysis scope of work and review processes. Ms. Boer stated that she conducts the Hazardous Analysis for St. Lucie County on behalf of St. Lucie, and that Martin, Indian River, and Palm Beach counties conduct their own. There were many draft recommendations made which included language stating that the review process would be done by the regional planning councils. The State has made the contracts retroactive to October 1, 2014 and the payment will be pro-rated for the facilities submitted correctly. If they are reported incorrectly, then no money will be paid out. The Hazards Analysis Working Group requested that there be a review process by the State. The State has thirty days to review and return to the reporting submitter. The submitter then has 10 days to make those corrections and send them back to the State. Ms. Boer said she had sent notices to the counties with this vital information.

Ms. Boer said the State will convert the HMEP contracts back to the federal fiscal year. The contracts will now start October 1 and run through September 30. The new contract starts November 1, 2014, due to an extension of the 2013 contract.

Ms. Boer explained that when the Environmental Protection Agency (EPA) fines facilities for violations, there is an opportunity to take seventy-five percent of the fine and convert it into a supplemental environmental project such as planning and training for local emergency responders, or an environmental project that benefits the community, in lieu of paying the fine or penalty. Companies can also do these projects to meet outreach requirements that might be tied to their mission statements. She said she would be sending out EPA's list of acceptable projects.

Ms. Boer said that Mr. Richard Butgereit, Geographic Information System Department (GIS), DEM, is working on putting all of the 302 facilities on GATOR and will be linking it to E-Plan. There will be several layers available so that you can see what facilities are near critical infrastructure. You will not be able to see other facilities E-Plan Tier II information as those are private. Chairman Nelson said that Palm Beach County was using a system that flagged 302 facilities allowing dispatch to warn fire rescue of certain hazards and Ms. Boer said she understood that the system was working.

Training Task Force Update – Chairman Nelson

Chairman Captain Nelson provided an update of the Training Task Force (TTF). The 2015 Hazmat Training Symposium was discussed and a tentative schedule was created and he stated that when the schedules are finalized he will make sure that they are distributed.

Ms. Boer stated that District 10 LEPC is encouraging Hazmat teams to enter the team competition and an email was sent out providing the competition team registration details. The teams can be composed of fire rescue, CXS, FEC, or a company response team. District 10 LEPC will reimburse those who attend and teams who attend the two day training/competition their registration, hotel, mileage (if own transportation is used), and per diem. This training will contain more operational skills than prior symposiums. Chairman Nelson added that there will be more hands on training that will be off site in Volusia County. The quality of the program increases every year. The symposium will be offering small training topics during the sequestration of team members during the period of the competition.

Ms. Boer said that State authorized sending as many attendees as possible. Chief Harshburger asked if there would be a limit to the amount of teams or persons attending and Ms. Boer said there was not a limit on attendance to training but there is a limit of Hazmat teams for competition; however, she needed to know how many were attending so she could send the list to the State and develop a plan of instruction. She asked that attendees be reminded that in order to be reimbursed for hotel and registration costs, she would need receipts. She also reminded members that if teams are attending (unless they were a Battalion Chief) that they please book two persons to a room. Ms. Boer said she omitted the registration link on the previous email regarding the training symposium but that she would send it out promptly. Staff encouraged strong team participation at the Symposium. Chairman Nelson said that teams from outside the State of Florida could register but would not receive reimbursement for attending.

Chairman Nelson said the United States Coast Guard (USCG) is looking into using local hazmat teams as a first response to off shore emergencies involving hazardous materials, which is what they currently do with fire rescue. The USCG has an emergency response organization but it can take up to four hours to get mobilized. The USCG had a meeting with the Port of Cape Canaveral, Port of

Jacksonville, and the Port of Tampa to discuss this initiative. The second meeting will be held in the Keys for the Port of Miami and the Port of Fort Lauderdale. Chief Herndon asked if a date had been discussed for the meeting and Chairman Nelson said it had not. One of the pilot programs that will be rolled out at the 2015 Annual Hazardous Materials Symposium in Daytona Beach will be a cross over class for oil specific training for hazmat technicians. A certificate of attendance will be issued to all of those who complete the class. It is hoped that it will morph into an online training module.

Chairman Nelson said Hazards Materials Incident Command training will be forthcoming out of the National Fire Academy and will be available to as many first responders as possible. There was also discussion regarding the Waste Disposal Hazardous Materials Teams capability assessments. Previously the State assessed the teams but since funding was eliminated they are participating in a peer review (assessing each other). The capability assessments are available to funded as well as unfunded teams.

Chairman Nelson said the Florida Fire State College rule for Hazardous Materials Technician certifications should be finalized soon. One area of concern was the possible re-certification of hazardous material technicians who are currently State certified having to be re-certified. It was decided that the existing certification will stand for those who are currently State certified; however, those who are not will now fall under the new rule. There was also discussion regarding the International Association of Fire Fighters (IAFF) 160 hour curriculum which will have general guidelines for mandatory competency elements that will be covered in the class; however, the curriculum will not be tied to a specific book or a specific curriculum. Chief Harshburger asked what book the test questions would be taken from and Chairman Nelson responded that more information would have to follow on that subject.

REPORTS

Planning Subcommittee

Ms. Boer stated that the District 10 LEPC completed all of the LEPC and HMEP outreach projects which were the "How to Comply Workshops" that were conducted by staff in Indian River, Martin, Palm Beach and St. Lucie counties. The workshops incorporated an overview of the LEPC, Tier II submissions using E-Plan, a review of traditional paper reporting, and the District 10 commodity Flow Study, and then conducted group discussion on the usage of E-Plan and Tier II filing. The project requirements for HMEP have been satisfied for 2013 but the Committee has not chosen a LEPC project for the new contract year. The interim project completed for the first quarter was a training needs assessment for the current, upcoming, and future years (which is why she asked the members what classes that would like to see in the region for the next three years.) Ms. Boer said the list has been compiled but prior to finalizing and releasing it to the District 10 LEPC members she would be sending out one more request. Ms. Boer said that she would also be posting the finalized list to the LEPC website.

Ms. Boer said that the District 10 LEPC Biennial Exercise is being planned for 2015; however due to the breakdown of the hours and money to be spent per quarter, she would be combining it with the HMEP exercise. The exercise will be a tabletop discussion and she will be providing additional information further along in the planning process. If anyone is interested in being part of the planning committee, Ms. Boer said she will be sending out an email with additional information.

Ms. Boer said that she reviews the District 10 Hazardous Materials Regional Response Plan annually and that the only addition would include National Public Radio's (NPR) emergency network, newly established.

Public Information Exchange

Ms. Boer stated that if anyone had any public information announcements such as exercise, planning, and training opportunities to please let her know and she would either post it on the LEPC website or send out emails to the members and other interested parties.

Local Emergency Planning Committee Activities

Ms. Boer stated that provided in the agenda is a list of the LEPC activities completed since the previous meeting of August 7, 2014, along with a list of emergency management and preparedness activities, and non-LEPC activities. The list did not include the Small Quality Generator site visit report, and review of the All Aboard Florida Environmental Impact Statement for the public safety. She asked that if any members had anything to include please contact her.

Training

Ms. Boer said that there has been a tremendous request for awareness level training. November 17, 2014 there will be two awareness level courses given in Boca Raton. There will be a 24-hour Hazardous Waste Operations for First Responders class, November 18-20, 2014, in St. Lucie County. If anyone is interested in the 8-hour refresher class they may attend the last day on November 20, 2014. On December 17, 2014, there will be two additional awareness level classes in Loxahatchee (Palm Beach County). Ms. Boer said that registrations may be sent to her or Ms. Koho.

Planning

Ms. Boer said there could potentially be a 160-hour technician class that might be put on in West Palm Beach and she is waiting to hear from the State to see if funding is available. Chief Harshburger asked if the 160-hour technician class in West Palm Beach would be open to everyone, and Ms. Boer said it would. Ms. Boer explained that the District 10 LEPC funds are from US Department of Transportation (DOT) and if the funds are used for training, then that training has to be open to everyone in the region. There was discussion among the members as to who would be qualified to take the training.

Ms. Boer stated that Palm Beach has also requested an Advance Hazmat Life Support (AHLS) class for the past several years. There are AHLS classes being offered in Jacksonville, Florida. The District 10 LEPC will pay two or three attendees' hotel, mileage, and per diem expenses to attend.

Membership

On October 3, 2014, the SERC met to consider the LEPC nominations for membership. The District 10 LEPC did not have any nominations. The following categories need to be filled: first aid, elected local/state official, civil defense, broadcast media, print media, community group, and utilities. She asked that if anyone knew of any one in those categories who would be willing to serve to please contact staff for nomination forms.

COMMENTS FROM THE CHAIR AND STAFF

Chairman Nelson announced that Deputy Chief Anderson is retiring and will not be continuing as a member of the District 10 LEPC. Chairman Nelson stated that Chief Anderson is a well respected member of the fire rescue community and thanked him for his years of service. Chief Anderson strongly supported Captain Nelson's participation in the District 10 LEPC.

Ms. Boer thanked Chief Harshburger for hosting the District 10 LEPC meeting. She stated that staff and the District 10 LEPC appreciate Martin County offering their facility as a permanent location for the District 10 meetings.

COMMENTS FROM COMMITTEE MEMBERS

Mr. Lasaga announced that there were no conflicts with Florida Emergency Preparedness Association (FEPA) and the District 10 LEPC meetings this year as there had in the past.

Mr. Lux asked if there was an Ebola update. Ms. Boer stated that there will be a ship coming in from West Africa that will be docking in Cocoa Beach. Mr. Crowe, FDOH, stated that it was an American flag freighter with fifteen crew members who will be docked at the Port of Cape Canaveral. The ship will be arriving at the port on the 18th day of the 21 day incubation period for the Ebola period. The crew never left the ship and no one from West Africa boarded the ship so they are not considered a threat.

PUBLIC COMMENT

Mr. Crowe provided a brief Ebola update. He reviewed changes to the Personal Protective Equipment (PPE) first responder caches stating that there would be one in Brevard County and another in Palm Beach County. Those looking at the caches should be cautious since the inventories have not been completed. The hospital PPE caches were originally to be a two and five day supplemental. They have changed the two and five day caches to multiple two day PPE caches. The respirators in the hospital caches include an air purifying respirator (APR) but they do not include a fit test. The hospitals; therefore, may reach out to local first responders or District 10 LEPC to do fit testing.

NEXT MEETING

The next meeting of the District 10 LEPC is scheduled for Thursday, February 5, 2015.

ADJOURNMENT

Mr. Thompson moved for adjournment of the meeting. Ms. Lo Presti seconded the motion, which **Motion** carried unanimously.

The meeting was adjourned at 12:45 p.m.