



**DRAFT MINUTES OF THE DISTRICT 10 LOCAL EMERGENCY
PLANNING COMMITTEE (LEPC)
August 6, 2015**

Committee Members

Nelson, Joseph, Chair
Brown, Kenton
Harshburger, Daniel, Alternate
Herndon, Kevin
Holman, John
Iversen, Kent
Koener, David
Lasaga, Frank, Vice Chair
Mayer, Timothy
McCartt, Jack

McCaughey, Debra
Meding, Paul
Ortado, Derek
Perkins, Richard
Rawicz, Dave
Rivera, Joan
Sisilli, Alane, Alternate
Thompson, Greg
Valle, Carlos
Wouters, Dan
Zabel, Dennis

Excused

Daly, Tom
Dunn, Cheryl
Engel, Norm
Gojkovich, John
Joseph, Glenn
LoPresti, Etta
Lux, Harry

Occupational Category

Firefighting (Palm Beach County Fire Rescue)
Local Environmental (FDEP)
Fire Rescue (Martin County)
Firefighting (St. Lucie County)
Law Enforcement (City of Port St. Lucie PD)
Facility Owners and Operators (Allied Universal)
Health (St. Lucie County Health Department)
Emergency Management (City of Stuart Fire Rescue)
Health (Palm Beach County Health Department)
Interested Citizen (Advanced Technical and Educational
Consultants, Inc.)
Emergency Management Agency (Martin County)
Facility Operator (Cliff Berry, Inc.)
Law Enforcement (City of Stuart PD)
Facility Operator (City of Port St. Lucie Utility Systems)
Facility Operator (Cheney Brothers, Inc.)
Health (St. Lucie County Health Department)
City of Port St. Lucie
Safety (Sun Sentinel)
Firefighting (Pratt & Whitney)
Firefighting (Martin County Fire Rescue)
Local Environmental

Occupational Category

Emergency Management (St. Lucie County)
Health (Indian River County Health Department)
Firefighting (City of Boca Raton Fire Rescue)
Local Option (Indian River State College)
Non-Elected Official (City of Boca Raton)
Emergency Management (Indian River County)
Interested Citizen (Hazardous Materials & Safety
Solutions, Inc.)

Absent

Guertin, Stephanie
Jones, Derrell
Norris, Peter, Alternate Vice Chair
Laryea, Nicholas
Peterson, Vince
Phillips, Tom
Sanders, Nick
Seldes, Paul
Stewart, Barry

Occupational Category

Health (Martin Memorial Health Systems)
Law Enforcement (Palm Beach)
Facility Owner and Operator (Scripps Research Institute)
Facility Operator (Indiantown Cogeneration L.P.)
Emergency Management (Tropicana Products, Inc.)
Interested Citizen
Hospital (Select Specialty Hospital Palm Beach)
Interested Citizen (ntb Group, LLC)
Local Environmental (Zenith Environmental)

Staff

Kathryn Boer
Kim Koho

TCRPC/LEPC District 10, Coordinator
TCRPC, Staff

Visitors

Crowe, David

LeValley, Doug
Lopez, Gloria
Owens, Sandy

Region 5, Regional Domestic Security Task Force Health
Co-Chair, Department of Health
Emergency Management Technologies, LLC
Resource Utilization Consulting
Geo Syntec

Ms. Kathryn Boer, LEPC Coordinator, welcomed all in attendance. Ms. Boer acknowledged long time District 10 LEPC member, Deputy Chief Kevin Herndon, St. Lucie County Fire District; and his retirement from service as a LEPC Primary Member. He is highly regarded by his peers and has been a strong supporter of the LEPC. He has always accommodated the Committee’s need for training locations and/or attendees and provided subject expertise when asked.

Chief Herndon said that his departure will be bittersweet since he has dedicated over half of his life to service at the St. Lucie County Fire District. He will miss everyone and thanked them for their support and well wishes.

APPROVAL OF AGENDA OF AUGUST 6, 2015 MEETING

Mr. Greg Thompson moved approval of the August 6, 2015, agenda. Mr. Richard Perkins seconded the motion, which carried unanimously. **Motion**

APPROVAL OF MEETING MINUTES – FEBRUARY 5, 2015

Mr. Jack McCartt asked that the minutes be amended to delete Chief Norm Engel’s duplicated attendance. Mr. McCartt moved approval of the February 5, 2015, minutes as amended. Mr. Thompson seconded the motion, which carried unanimously. **Motion**

NEW BUSINESS

Supplemental Environmental Projects Update

There was discussion regarding the U.S. Environmental Protection Agency's (EPA) Supplemental Environmental Projects (SEP) update. This update allows facilities, in civil enforcement settlements, to determine if they want to participate in the SEP program. Florida Division of Emergency Management (FDEM) has requested that new projects be developed and listed on the EPA website. Chairman Nelson said that it is important that there be a list of projects ready to go when a facility wants to implement the SEP. Ms. Boer said that the LEPC will review the projects and that 75 percent of the fine will go to the project, and 25 percent will go to the EPA. A public meeting will be held to determine the project design.

Hazardous Materials Incidents Reports

Ms. Boer reviewed the Hazardous Materials Incident Reports graphs and charts received by the State Watch Office for the period of March 1, 2015 through May 31, 2015. She stated that detailed information is available upon request from the State Watch Office and that the entire report for all regions is in the State Emergency Response Commission (SERC) agenda located on the FDEM website.

Local Emergency Planning Committee Chairs Meeting Update

Chairman Nelson said that Mr. Richard Delp, of West Florida LEPC, was appointed as the Local Emergency Planning Committee Chairs Chairman. He said that he felt Mr. Delp was a good contributor to the SERC, and would make a good chair person.

There was discussion regarding Computer-Aided Management of Emergency Operations (CAMEO) data upload and the possibility of the LEPC doing the CAMEO reviews for counties in the future. Chief Harshburger asked if there was still a push to eliminate funding for the Hazardous programs and Chairman Nelson said that the funding is secure.

Ms. Boer said that the state realized the importance of CAMEO, how it feeds into MARPLOT (a mapping program for CAMEO), and ALOHA (which is the Hazard modeling program for toxic gas clouds, flammable gas clouds, jet, and vapor cloud explosions). Ms. Boer said that Ms. Etta LoPresti made several maps for the exercise using CAMEO, ALOHA, and MARPLOT. She stated that Indian River and St. Lucie County Hazmat teams, and fire rescue have requested that the LEPC put on a CAMEO class as soon as possible. A two day CAMEO class has been scheduled in mid-September, which will review how to input data into CAMEO correctly and how to make maps and plumes using MARPLOT and ALOHA.

Chairman Nelson said that Homeland Security has a program called Chemical Facility Anti-Terrorism Standards (CFATS) regarding chemical facility security. The recent executive order that updated all Hazmat information has opened the CFATS information up to the FDEM. This information can be used for planning purposes.

Ms. Boer said that sixteen years ago she worked on the buffer zone protection plan program, which has since evolved. She specifically worked with Alltel Stadium in Jacksonville, Florida, to determine where their weaknesses were and developed a packet on stadium vulnerabilities.

Chairman Nelson said that the Department of Transportation (DOT) is considering allowing the LEPC a choice in determining how Hazardous Materials Emergency Planning (HMEP) funding is split up for training and for planning. Each region is different and might be better served by being able to dedicate more funding to training or visa versa in a given year depending on local need.

Training Task Force Update – Chairman Nelson

Chairman Nelson said the Training Task Force (TTF) is behind in planning for the 2016 training symposium because the Florida Fire Chiefs Association (FFCA) is negotiating the use of the facility located in Daytona Beach. He asked for teams to participate in the Symposium. Ms. Boer said that she took an excellent Ammonia class which was offered at the symposium, and that she is trying to bring that class to the region. Ms. Boer said that the training being offered is growing more diversified and attendance is growing exponentially and is worth attending.

Ms. Boer said that the LEPC was approached by Johnathan Lamm to sponsor the lanyards and paper that will go into the student information packets. Chairman Nelson said that anyone interested in attending the symposium should book their rooms as early as possible. Ms. Boer stated that due to the high cost of attending, the LEPC will be limiting the number of sponsored attendees between 35 and 40 (10 from each county). Last year 21 persons were funded from the HMEP contract.

Chairman Nelson said that the TTF re-elected its Vice Chairman, Chief Mike Murphy, to serve another term. The Chairman, Chief Don Session, will be retiring and a new Chair will be elected at the next meeting.

Chairman Nelson said that the following items have been updated: SERC Hazmat Technician Competency Check-Off, Technician Refresher Check-off sheets, Operations and Awareness Level check-off sheets, and SERC Hazardous Materials Training Recommendations and Guidelines final book was delivered to the LEPCs.

Chief Wouters, Martin County Fire Rescue, stated that the Operations Level Training is no longer being offered at the Florida State Fire College for the Fire Fighter II curriculum, and it is up to the city or county to provide it. Ms. Boer asked if it was something that the LEPC could offer, and Chief Wouters said that Martin County had instructors in place that could teach the subject matter. Chairman Nelson said that the SERC has a recommended curriculum, which is not available online but could be provided to members upon request.

Chairman Nelson had asked Mr. McCartt at the last LEPC meeting if he could present Jack Rabbit, which is a Homeland Security presentation, at today's LEPC meeting. Because of the sensitive nature of the presentation content, the presentation and its comments will not be recorded or reported in the minutes. The presentation was well received. Ms. Boer stated if members wish to have more information on this they should request directly through Mr. McCartt.

REPORTS

Planning Subcommittee

Ms. Boer said that the Regional Hazardous Materials Response Plan is updated annually. Staff updated Section 302 chemical facilities appendices, demographic data, and training and exercise activities. The updates were submitted to the Florida Division of Emergency Management (FDEM) in June for review and then approval at the October meeting. She said that she would be adding a few sections to the plan and one would include the addition of the Minnesota Public Radio (MPR) emergency network information.

Ms. Boer said that the EPA had sent out “How to Better Prepare Your Community for Chemical Emergencies” guide. She would be sending the members the document or the link to the document. The guide details what LEPC’s can and should be doing in the event of a chemical emergency. The guide mentions that the LEPCs should be coordinating with each other, which is something staff will bring up at the next meeting.

Public Information Exchange

Mr. Kenton Brown said that facility training should be required since facilities are not clear on reporting requirements. Chairman Nelson asked what the time frame was to report an issue. Mr. Brown said that the federal rule states that the reporting should be immediate and Ms. Boer said that state law requires the reporting to be within 15 minutes. Mr. Brown said the problem he is experiencing is the local fire departments, who are on site, are calling their emergency personnel. The emergency personnel then call the state, which can cause a reporting delay of up to an hour. Ms. Boer said that she has experienced facilities who think that a call to 911 fulfills the reporting requirement. Chief Dan Wouters suggested that the LEPC do a public outreach program education both facility owners and responders regarding facility reporting and defining legal requirements. Mr. Brown added that if the fire departments did not call the incident in, it would probably not be reported. Mr. Richard Perkins said that when his company had a hydraulic spill he called St. Lucie County Emergency Operations Center and the State Watch Office. The State then called DEP and Mr. Brown called him. Mr. Brown said that Mr. Perkins understood the process but added that not all facilities do. Ms. Boer said that she could address those issues when she conducts facility sites visits and she could distribute information to the other counties who do their own site visits.

Local Emergency Planning Committee Activities

Ms. Boer said the agenda provided a list of the LEPC activities completed since the previous meeting of May 7, 2015, along with a list of emergency management and preparedness activities, and non-LEPC activities. There are many activities and projects that are conducted by staff as a Treasure Coast Regional Planning Council employee, which are related to but not a part of the District 10 LEPC that she has worked on, such as the completed Statewide Regional Evacuation Study and inspections of Small Quantity Waste Generator program for St. Lucie County. She asked that if any Committee members have anything to include or have any other emergency planning information to please contact her.

Contract Activities Update

The LEPC Biennial Regional Hazardous Materials Response Exercise was conducted on June 29, 2015. The After Action Report is being completed and once it is reviewed by Chairman Nelson, and vetted by the evaluators, it will be available to exercise participants and LEPC members.

Training

Ms. Boer said that five CSX Operation Respond mobile web training classes were conducted in July, 2015. There will be a 24 hour HAZWOPER training class on August 18 - 20, 2015. A second class will be offered in September 22 - 24, 2015. There will be an 8 hour refresher class offered on August 21, 2015 and there will be a two day Cameo class in mid-September. There may also be an 8 hour air monitoring course with some risk assessment included.

Membership

On July 17, 2015, the SERC met to consider the LEPC nominations for membership. The District 10 LEPC submitted two primary and two alternate membership nominations for the SERC's consideration for appointment. The SERC approved and appointed the following primary members; Ms. Stephanie Guertin, Martin Health Systems (category: Hospital), and Mr. John Gojkovich, Indian River State College Adjunct (category: Local Option - Education). The SERC also approved the following alternate members; Mr. Steve Wolfberg, (Stephanie Guertin, primary) Martin Health Systems, and Ms. Leanne Cobb, (Dennis Zabel, primary), Florida Atlantic University.

COMMENTS FROM THE CHAIR AND STAFF

Chairman Nelson said that every year the State recognized individuals who made exceptional efforts to support the LEPC. He asked if the members would like the opportunity to provide its own recognition awards. Ms. Boer would like to provide awards for overall distinguished service, and a separate recognition award for planning, training, and exercise conduct.

Chief Wouters moved that the LEPC create a recognition program that will acknowledge members with certificates of awards for the following categories: overall distinguished service, exceptional assistance with training, exceptional assistance with planning, and exceptional assistance with exercises. Mr. Thomas seconded the motion, which passed unanimously.

Motion

COMMENTS FROM COMMITTEE MEMBERS

Mr. McCartt said the military is offering an Advanced Hazmat Life Support class and there are a few openings. Ms. Boer asked if there were any members who had people that wanted to attend. Chief Harshburger said that he had a few people that could attend and Chairman Nelson said that he would contact Mr. McCartt as he also had a few people that wanted to attend. Mr. McCartt said that the class is scheduled for August 24, 2015 through September 3, 2015 in Boca Raton. Chairman Nelson said that Chief Joseph would be the point of contact and Ms. Boer said that she would contact him.

PUBLIC COMMENT

None.

NEXT MEETING

The next meeting of the District 10 LEPC is scheduled for Thursday, November 5, 2015 and will be hosted by Chief Engel in Boca Raton. Chief Engel will be retiring off the LEPC as a primary member and will pass the baton to a new representative from Boca Raton Fire Rescue.

ADJOURNMENT

Chief Wouters moved for adjournment of the meeting. Mr. Thompson seconded the motion, which **Motion** carried unanimously.

The meeting adjourned at 11:45 a.m.