



**Northeast Florida
Local Emergency Planning Committee**
Wednesday, May 14, 2014



10:00 a.m.

MINUTES

A meeting of the District IV Local Emergency Planning Committee was held on Wednesday, May 14, 2014, at 10:00 a.m., at the Northeast Florida Regional Council, 6850 Belfort Oaks Place, Jacksonville, Florida. Chair Richard Knoff called the meeting to order with the following members:

Present

Amy Pilgrim for Henry Bonar – Facility Owner
Terry Carr – Environmental
Sandi Courson – Health
George Faucher, Jr. – Firefighting
Matthew Harris for Gracie Kennedy – Local
Environmental
Ben Huron – Local Environmental
William Lord – Facility Owner
Chief Richard Knoff – Firefighting
Jonathan Lamm - Firefighting
James Murphy – Community Group
Steve Millican – Emergency Management
Claudia Reed for Andy Sikes – Hospital
Chief Harvey Silcox – Firefighting
Chief Joel Sneed – Firefighting
Maria Haney for John Ward – Emergency
Management
James Watford for Chief Mike Williams – Law
Enforcement

Excused

Bill Decker – Environmental
Roger Studenski – Transportation
Gerry Gividen – Interested Citizen

Absent

Chief Michael Bazanos – Firefighting
Quin Romay – Emergency Management
Morrison Braren – Facility Owner
Paul Christ – Transportation
Sheriff Joey Dobson – Law Enforcement
Chief Lenny Ensalaco - Firefighting
Lt. John Scott, III – Firefighting
Ken Wilkey – Facility Owner

Guests: Mitch Snead, Florida Air National Guard
Allison Allwine, Florida Air National Guard

Staff Present: Eric Anderson and Bonnie Magee

Chair Knoff called the meeting to order, asked those present to introduce themselves and led the pledge of allegiance. Since all present had introduced themselves, a roll call was not necessary since quorum had been established.

***APPROVAL OF MINUTES**

Chair Knoff called for a motion to approve the February minutes. A motion to approve was made by Jonathan Lamm, seconded by Matthew Harris. The motion carried unanimously.

CURRENT BUSINESS

Hazardous Material Emergency Preparedness (HMEP) Grant: Mr. Anderson mentioned that this is the end of the two year cycle and the Committee will be losing some members. He encouraged the members to submit their applications to continue membership and to also establish an alternate who could attend meetings in their absence.

Planning: Mr. Anderson then presented an overview of the Train Derailment Exercise held in February. He discussed who participated in the exercise as well as the Exercise Modules. Through a powerpoint presentation, he provided a background on the exercise structure. He then talked about the results of the exercise, which showed strengths as well as areas for improvement in the LEPC Response Plan.

Questions arose regarding the ICS systems and possible training needs and availability. Mr. Anderson was asked if FHP and DOT participated in the exercise, to which he responded that although it would have been helpful to have those agencies present, the exercise filled so quickly, there wasn't availability. He pointed out that DOT and FHP hold training exercises throughout the year that we are able to attend. The Coast Guard did send observers to the February exercise, and they have expressed interest in participating in similar exercises in the future. Chief Sneed thanked Mr. Anderson and the LEPC for putting on the exercise, as it was very successful and got many agencies together to collaborate. Mr. Anderson said he has been receiving requests from other areas to do similar training for them.

Training Updates: Lt. Lamm said there will definitely be a Third Annual HazMat Symposium to be held January 21 – 23. The Florida Fire Chiefs are very supportive of the Symposium being held at Fire/Rescue East. The Division of Emergency Management is also supportive, as is TRANSCAER, who hopes to hold a training event during the symposium. Volusia County has offered its training center for more hands-on training.

Mr. Anderson discussed three Clandestine Drug Lab courses that were recently held. He said these drove home the need for collaboration between fire and law enforcement. George Faucher mentioned that the Nassau County Sheriff is very supportive of cooperation between the two agencies. Mr. Anderson said there were 90 participants total in the three classes offered in the region, and Flagler County filled so quickly that a second class and paid for by Flagler County.

Mr. Anderson spoke about the upcoming Rural Summit which this year will focus on disaster response. Speakers from areas that were hard hit with explosions, wildfires, flooding and other natural disasters will be present at the summit. Registration should be available on line at the end of this week. Last year's summit drew over 350 participants, so Mr. Anderson encouraged members to attend.

The HMEP Training Grant was then discussed with Mr. Anderson stating there was approximately \$35,000 available each year, which helps to create 4 or 5 training classes. He then talked about the RTIPP Training Program which is an opportunity for the LEPC's to be eligible for federal funding of documented gaps in training and exercise. "We are going to need to establish a three-year training program, which will

be submitted to the State at the RTIP to be eligible for these training opportunities. Mr. Anderson will review these with the Training Committee when it meets.

Hazards Analysis Update: Mr. Anderson spoke about the status of the Hazards Analysis Program. Currently, the state sends contracts to each county for the performance of the inspections. The counties can either contract with the RPC's or can hire outside contractors to conduct the inspections. The state would like to have the analysis go to the LEPC's rather than the Division of Emergency Management. This would give more hands on availability to responders within each region, as agencies will be able to have a more centralized contact.

“What is Hazards Analysis” – Mr. Anderson explained what is entailed in doing Hazards Analysis. He showed a presentation of the CAMEO system, demonstrating how information for each reporting facility is compiled and stored in each tab for reference by responders. A member questioned funding for the LEPC's to take over this responsibility. It was explained that facilities pay a \$10 per employee fee when filing, which would be apportioned to the respective LEPC's. Lt. Lamm felt it would be beneficial for the LEPC's to handle this task, as it would be more comprehensive and responders would have a specific contact who could relate to facilities in their area. Word has been getting out for facilities to use E-Plan rather than paper filing. Mr. Anderson said that the “How to Comply” workshops have been a tremendous help in getting compliance by the facilities. There were over 100 attendees this year.

Training Task Force Update: Lt. Lamm said they are working to update the Comprehensive Check-Off Task Books. A company has been chosen to do the update and Lt. Lamm said we should learn if this was approved at the June meeting.

He encouraged members to participate in workshops to obtain certifications and train to be an instructor. George Faucher commented that curriculum is severely outdated and needs to be brought up-to-date. Lt. Lamm said this is why we need to attend workshops and find ways to get away from IFF curriculum. Team funding keeps getting cut, so it is important to stay on top of issues. He mentioned that the Summer Conference will be held in Fort Lauderdale this August.

Mr. Anderson mentioned that 539 responders attended the TRANSCAER trainings and it is hoped to hold Train the Trainer classes in 2015.

LEPC Chair/Staff Meeting: Mr. Anderson said the group covered what the initial recommendations would be for the Hazards Analysis Working Group, which he had previously discussed.

The group also discussed the map development and the use of GATOR to potentially standardize hazards analysis throughout the state.

SERC Meeting: This information was basically covered during Mr. Anderson's presentation on the Chair's meeting.

REPORTS

Treasurer's Report: Mr. Anderson reported that there is \$548.77 in the LEPC account. Although funding was provided for conference registration for the Hazardous Material Response Team Conference, the fire departments picked up the per diem for the out of state travel.

Hazardous Materials Release Report – Mr. Anderson said that although there were several spills and accidents during the previous quarter, the results pointed to a downward trend. It was encouraging that the railroads must now report what substances will be traveling through the municipalities. However, Mr. Anderson felt the response plans should be improved in an effort to be more proactive. Mr. Carr asked if a letter could be sent to the various stakeholders to create an Ethanol response procedure. Lt. Lamm has information from Tampa which could be used as a step off for this. Mr. Anderson offered to do more research on this. Chief Knoff suggested that next year's HMEP funds could be used toward the plan creation.

OTHER

LEPC Website: Mr. Anderson discussed the progress made in the creation of a District 4 LEPC Website, which was demonstrated as a powerpoint. Mr. Carr asked if some of the “white space” could be used to showcase county information. A suggestion was made to also include supplemental environmental projects.

Presidential Executive Order 3650: Mr. Anderson said this was created as a result of the West, Texas, fertilizer explosion and deals with ways to establish better communications during chemical situations. Many of the recommendations contained in the order are already being done in Florida.

There were no comments from the public or guests.

Next Meeting – Chair Knoff announced the next quarterly meeting is scheduled for August 13, 2014 at the Northeast Regional Planning Council, 6850 Belfort Oaks Place, Jacksonville, Florida 32216.

ADJOURNMENT

There being no further business to come before the LEPC, Chair Knoff adjourned the meeting at 11:38 am.