

**Northeast Florida Regional Council Office
Soforenko Board Room
6850 Belfort Oaks Place
Jacksonville, FL 32216
February 8th, 2012 - 10:00 a.m.**

- I. Call to Order**
- II. Introductions, Pledge of Allegiance, and Roll Call**
- III. Approval of November 9th, 2011 meeting minutes ***
- IV. Old Business**
 - A. HMEP Update
 - B. Hazards Analysis Update
- V. New Business**
 - A. Hazardous Materials Incidents Reports
 - B. Training Task Force Update (Agenda Included)
 - C. LEPC Chair/Staff Meeting (Agenda Included)
 - D. SERC Meeting (Agenda Included)
- VI. Reports**
 - A. Treasury Report
 - B. Training Committee
 - C. Hazardous Materials Release Report
- VII. Other***
 - A. LEPC Membership
 - B. Haz-Matters
 - C. Thomas Yatabe Award – Mr. E.R. Ashton
 - D. Next Meetings*
- VIII. Public Comments**
- IX. Adjournment***

*Denotes Action Required

TAB III

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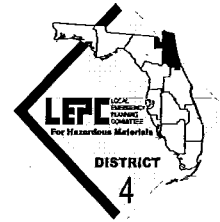
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Northeast Florida
Local Emergency Planning Committee
Wednesday, November 9, 2011



10:00 a.m.

MINUTES

A meeting of the Northeast Florida Local Emergency Planning Committee was held on Wednesday, November 9, 2011, at 10:00 a.m., at the Northeast Florida Regional Council Offices at 6850 Belfort Oaks Place in Jacksonville, FL 32216. Chair Richard Knoff called the meeting to order with the following members:

Present

Henry Bonar – Facility Owner
Morrison Braren – Senior Planner
Sandi Courson – Health
Paul Crist (Michelle Sanders) – Transportation
Martha Ira (Kari Reno) – Facility Operator
Gracie Kennedy (Matthew Harris) – Local Environmental
Chief Richard Knoff, Chair – Firefighting
Lt. John Scott – Firefighting
Chief Ty Silcox – Firefighting
Andy Sikes (Jim Murphy) – Hospital
Chief Joel Sneed - Firefighting
Ken Wilkey, Vice Chair - Facility Operator

Excused

Mr. Terry Carr – Local Environmental
Bill Decker – Local Environmental
Sheriff Joey Dobson – Law Enforcement
David Dunkley – Transportation
Chief Lenny Ensalaco – Firefighting
Bill Lord – Facility Operator
Steve Millican – Emergency Management
Rolf Preuss – Emergency Management
Quin Romay – Emergency Management
Roger Studenski – Transportation
Chief Mike Williams – Law Enforcement

Absent

Bill Douglas – Hospital
Maria Haney – Emergency Management
Lt. Todd Smith – Firefighting
Chief Mike Lambert – Firefighting

Guests: Frank Bernhard with Department of Homeland Security; Lt. Jonathan Lamm with Clay County Fire Rescue; Artez Lester with Florida Highway Patrol/CVE; Brian Outlaw with Florida Highway Patrol/CVE; Gerry Gividen; Robert Crosby with Department of Homeland Security/IP; Casey Moore with Florida Highway Patrol/CVE; Brian Teeple CEO of Northeast Florida Regional Council.

Staff Present: Jason Taylor and Brian Teeple

Chairman Knoff welcomed everyone and asked the guests to introduce themselves; Chairman Knoff led the members in the Pledge of Allegiance.

***Approval of Minutes**

Chairman Knoff called a motion to approve the August 10, 2011 minutes. Lt. Jonathan Lamm made the motion; the motion was seconded by Mr. Mo Braren. Motion carried unanimously.

An announcement was made by Brian Teeple regarding Jason Taylor leaving the Northeast Florida Regional Council. He will be taking a position in Orange County, Florida. Mr. Teeple wanted to inform the committee that they are in the process of backfilling this soon to be vacant position.

Old Business

HMEP Update – Mr. Taylor gave a brief update on completion of Option 4 - Quality Control of Submitted Tier II Information. A summary document has been prepared and electronic copies can be requested for review. Florida HMIS Facilities automatically triggered a letter due to there being four errors reported. Florida HMIS does not generate this information; therefore the facilities may or may not have that information, there is just not a way of knowing. Those facilities will receive a letter stating that they are working on issues with Florida HMIS to ensure that the information being generated is the most accurate up-to-date information. The letter will invite all facilities to attend a series of How to Comply Workshops, tentatively scheduled for January 11 – 13, 2012.

In regards to training, a couple of training classes were conducted, specifically the Advanced Radiological Training with instructors Hector Tabares and David Pieski with the Florida Department of Health, Bureau of Radiation Control. Thanks to Chief Joel Sneed for helping to secure the classroom at First Coast Technical College on such short notice. Next to mention is the Offensive LP/NG Leak Control Class, which was taught by Response Technologies with an online component.

Upcoming training: The Training Committee met on October 3, 2011 in Orange Park, Florida. Chief Silcox is the new Training Committee Chair and hosted the Training and Exercise Planning Workshop. The first year is complete and a discussion will be held in the future to discuss priorities regarding years two and three. Forms are available for ideas and/or suggestions. These will be submitted to the Training Committee for consideration at their next meeting.

Hazards Analysis Update – Staff reported that the 2010-2011 Hazards Analysis site visits are complete with a total of 51 facilities in five counties being Baker, Clay, Nassau, Putnam, and St. Johns. Site visits will be scheduled for the 2011 – 2012 year with these facilities to conduct the Hazards Analysis. No further discussion followed.

New Business

Hazardous Materials Incident Reports – It was stated that Hazardous Material Reports and Summaries were included in the packets to identify the investigations by region and by county. Chief Joel Sneed gave an overview of the BP gas station incident on August 19, 2011 in St. Johns County where there was bulk storage of gasoline in five tanks, with each tank holding approximately 12,000 gallons of fuel which is a mixture of unleaded, kerosene, and diesel. There was a new driver filling the antiquated system, which was believed to be overfilled. It is thought that the fuel ran backwards to the truck and the aluminum tanks ignited. The incident is still under investigation, and as such this information is preliminary information and all statements expressed here are not considered to be official opinions of the LEPC. This briefing is provided for informational purposes only.

SERC Training Task Force Update – Mr. Taylor mentioned that the ORE for Type II and Type III Capabilities Assessment Document had been edited and revised and was presented for approval by the TTF; handouts are available at the front for both documents. Items of discussion were on several topics, including: the Operation Readiness Evaluation Assessment, follow up discussion regarding the possibility of using the LEPCs to conduct an assessment of the Hazmat Rapid Response Teams as their annual HMEP Planning Project. The LEPC receives funding to complete this annual planning project, which may be a viable option in District IV for the upcoming year. The other three options are: to conduct a Commodity Flow Study, the Shelter in Place Project, and the Biennial LEPC Exercise.

Another handout discussed the Ammonium Nitrate session briefing. There will be new regulations for the facilities that purchase, buy, sell, or carry ammonium nitrate, which are for antiterrorism-based reasons. The webinar was held the same day as the TTF meeting.

The HazMat Training Conference which was initiated by Lt. Lamm and a breakout session occurred the afternoon following the TTF meeting. The group looked at potential training items for consideration to talk about the feasibility of

partnering with Fire Rescue East or with the Florida Fire Chief's Conferences. Partnering with an existing conference for the first couple of years seems to make sense.

Other items for discussion were the HazMat Training Guidelines handout, which specifies the TTF membership from the State. The primary Training Task Force representative for our District is Lt. Jonathan Lamm. The first alternate is Mr. Danny Yeager, and the second alternate is the LEPC staff. These are the membership guidelines for the time being for the TTF, and updates and changes are presented in the document.

A comment was made at the TTF meeting by Chief Murphy to suggest that in light of financial hardships, to come up with a mini-policy to purchase similar equipment between departments, such as the HazMat Team and Bomb Squad. Lt. Lamm urged that TTF proceed cautiously when adopting a new standard like this. In regards to narcotics groups and bomb teams using other agency's funded equipment, the HazMat Team will not be able to get that equipment expenditure reimbursed. Unless an agreement is reached in advance to use their funding, and not ours, then reimbursements will not be available for Federal dollars. It was stated that each region has a bomb squad and that this issue should be worked out locally, instead of using an overarching statewide policy.

The next TTF meeting will be held in Altamonte Springs, FL on January 5th, 2012. Upcoming conference calls are scheduled for November 17 and December 14, 2011, and both will be at 1:30 p.m. Mr. Taylor encouraged the LEPC members to look at the project list, which is available online and the link is also provided in the Agenda packet.

LEPC Chair/ Staff Meeting – Mr. Taylor mentioned that they had an overview of the TTF meeting and each district reviewed its activities for the past quarter. Reminders were given that the HMEP grant funding is transitioning to a 9-month period in order to get the HMEP federal fiscal year in line with the state's fiscal cycle. The HMEP Grant runs from October to September, but is in the process of trying to realign so that the cycle is from July to June instead. The State is working to reorganize the funding cycles so that they line up with the States Fiscal years and so the current contract is for 9 months, instead of the usual 12. The current funding is a 9-month period of time, for both planning and training. On a 12-month cycle, training received a total of about \$3,500 more this for this year, which means training will have more funds to work with this coming year, than the past year.

Mr. Paul Weatherspoon is the new Technological Section Hazards Chief and is looking into some administrative rule changes to 9G-22, to eliminate late fees for submitted Tier II's. The State of Florida's preference is to bring facilities into compliance as opposed to penalizing them for not completing the Tier II's in a timely manner. DEM staff is also moving in that direction as well.

Mr Taylor announced that Mr. Weatherspoon is also applying for an Interactive IT Grant with the EPA in the amount of \$300,000. This would be intended to update and revise Florida HMIS and make it more user-friendly and make it more interactive with other systems such as CAMEO, Tier2Submit, and E-Plan. At this time, businesses in the State of Florida can utilize Florida HMIS to submit their Tier II information. This next year it will suffice for their reporting to the SERC, LEPC, and to the local fire department. In the past, they would have had to do a hard copy to each of those, therefore making it much more convenient than last year. The grant application was due November 4, 2011, and the State is now waiting receive those funds.

HazMat Awareness week will be January 22 – January 28, 2012, and the topic was chosen as "Mercury."

SERC Meeting: Mr. Taylor stated that previously mentioned items from the Training Task Force and the LEPC Chairs/Staff meetings were brought before the SERC.

The SERC Fee and Regulation Brochure was developed to help answer why businesses need to submit their Tier II information, as well as how to submit it. A suggestion was made to use the Small Business Liaison to promote that Fee and Regulation Brochure within the State of Florida.

No further discussion followed.

Reports

Treasurer's Report –Chairman Knoff stated the LEPC CD amount is currently \$5,560.00. The current rate is 0.75% with a renewal date of February 6th, 2012. The CD will automatically renew. In the last meeting, staff requested direction from the LEPC on the benefit of pursuing reinvestment opportunities of the CD in attempts to obtain and secure a better rate. Mr. Taylor addressed this, and stated that there is no new information at this time about obtaining a better rate, but the NEFRC's Chief Financial Officer is looking into it, and expects to have the findings at the next LEPC meeting in February 2012.

Due to the renewal date of February 6th, reinvestments would have to wait until after the next meeting. It may be in the best interest of the LEPC to reinvest the CD at the next renewal date as opposed to having to wait. It is in the best interest of the LEPC to try to obtain a better rate for the CD. Therefore, Mr. Taylor asked for permission that if a better CD rate was found prior to the end of the renewal date, that Staff be able to reinvest the CD at that point.

Chief Silcox made a motion to reinvest the CD at the next renewal date; it was seconded by Mr. Braren. Motion carried unanimously.

No further discussion followed.

Training Committee Reports – Mr. Taylor stated that the new fiscal year for the HVEP training ended on September 30, 2011. A request was made in previous years to share the Master Roster with the LEPC and it shows all of the scheduled trainings and which classes each individual attended. Mr. Taylor provided a brief summary: the LEPC logged 2,548 training hours across 283 different responders and attendees. The Training Committee met on October 3, 2011. The green handout is a revised training calendar for years 1, 2, and 3. The Training Committee will meet shortly after the meeting to discuss years 2 and 3, and copies are available for review. Please use the handout to submit training requests or ideas with as much information as possible so that the requests can be evaluated by the Training Committee.

Hazardous Materials Release Report – Mr. Taylor stated that during the last quarter, there were five (5) HazMat spills reported.

- 1) **August 11th, 2011** - Jacksonville Council on Aging – A city bus driver picked up a black duffle bag and opened it which emitted a foul smell; it was taken back to the station's supervisor where it was opened again to reveal meth paraphernalia. The driver and the supervisor were both exposed and needed decontamination. The city bus was decontaminated as well. The source is unknown at this time.
- 2) **August 14th, 2011** - There was a meth lab explosion on Parental Home Road in Jacksonville at an apartment complex. About 2 dozen people were evacuated. JFRD responded to Park Place Apartments. Nobody was injured but no one was at home at that apartment at the time of the explosion. The Fire Marshall's Office was still investigating. There have been a growing number of meth lab related instances. This will be a number one training priority for HVEP this year. Mr. Taylor has contacted a couple of different vendors. There will be an 8-hour awareness day, followed by two days of operational level scenarios and suiting up to enter a house or structure. Cost negotiations are underway.
- 3) **August 14th, 2011** - Palm Coast Wastewater Treatment Plant: A release of sodium hypochlorite was reported. This incident is not being investigated as a Section 304 release.
- 4) **August 19th, 2011**: BP spill, which was previously mentioned.
- 5) **August 19th, 2011** - United States Gypsum Company – A leak containing sodium hypochlorite. This is not being investigated as a Section 304 release.

Other

LEPC Membership – Please refer to the roster for all of the districts. Chief Knoff mentioned that if you do not have an alternate chosen, please consider selecting someone. This person must be nominated for membership so that they can be approved by the SERC. By choosing an alternate, it will help to ensure that quorums are met for upcoming meetings.

Haz-Matters – Mr. Taylor stated that a couple of pictures were taken at the Advanced Radiological Class, and will be presented as written for Haz-Matters.

Operation Communicate Freedom Exercise – This was requested by Lt. Lamm at the last meeting, regarding an update; it is available for review at this time. Comments and discussion ensued.

Chlorine and Ammonia Mass Release Jack Rabbit Trials – Staff showed a video presentation detailing the Jack Rabbit Trials, which attempted to find if there was a substitute chemical that could be used to mimic chlorine for large-scale releases.

Florida Highway Patrol Radiological Presentation – Sgt. Artez Lester from the Florida Highway Patrol gave a presentation on the radiological detection capabilities of the Florida Department of Transportation Motor Vehicle Office, which is now a part of the Florida Highway Patrol. The FHP Mission Statement is to promote a safe and secure Florida through law enforcement and traffic safety awareness. Sgt. Lester discussed various equipment used on the job in law enforcement, and shared his experiences and protocols with the LEPC members at the meeting.

Use of the equipment will be available outside, upon conclusion of the meeting.

Next Meetings – The next meeting dates are:

February 8th, 2012

May 9th, 2012

August 8th, 2012

November 14th, 2012

If anyone is aware of any conflict with meeting dates, please see Jason Taylor after the meeting.

Public Comments – Mr. Taylor mentioned that last time he had a sign up sheet for multimedia disc copying requests, and the sheets are now available. The Complete Training Guide to Alcohol Emergency Response, ATSDR Tox-Profiles discs one and two, and the Methanol Safe Handling Users Guide from the Methanol Institute. There are about 10 copies available, if interested, a copy can be obtained after the meeting.

No other business is proposed before the LEPC. No further discussion followed.

Adjournment

Lt. Lamm called for a motion to adjourn. Chief Silcox seconded the motion. There being no further business to conduct, the meeting was adjourned at 11:20 a.m.

TAB IV

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MEMORANDUM

DATE: February 8, 2012
TO: Local Emergency Planning Committee
FROM: Eric Anderson & Traci Hochhalter, Staff
RE: Hazardous Materials Emergency Preparedness (HMEP) Update

PLANNING

The Planning Project for the 2010-2011 year was completed by Jason Taylor (prior LEPC staff).

OPTION 4: *Quality Control of Submitted Tier II Information*

Each year, a Planning Project is required to be completed. Several options are available for selection by the LEPC. Staff conducted a Quality Control of Submitted Tier II Information for all facilities that submitted a hardcopy of their Tier II chemical inventory information. This includes facilities reporting under EPCRA Sections 302, 311, and 312. The accuracy of this information is paramount as the safety of first responders is at stake, along with the safety and protection of citizen life and property. The forms were systematically reviewed to ensure that the appropriate, correct, and complete information is being submitted. Facilities with major errors (i.e., four (4) or more) received a letter indicating this and inviting them to attend a "How to Comply Workshop," scheduled for February 8 - 10, 2012.

The workshop is intended to help educate and inform facilities, and their representatives, of the legal requirements and reasons for properly filling out these inventory forms. With the advent of electronic reporting, such as E-Plan and Florida HMIS, there is some possibility that the information being entered is incorrect. Staff was only able to utilize these resources to a limited extent.

The Final Report was handed out at the November meeting of the LEPC; in addition, a copy was also sent the State.

Planning Project for 2011-2012:

OPTION 2: *Local Emergency Planning Committee Plan Exercise*

A Planning Project is required to be completed each year. For the 2011-2012 year, staff is recommending, with the LEPC's support, to conduct an exercise at Camp Blanding.

There are several reasons why this would be a great opportunity. They are:

- 1) It is time for the LEPC to conduct their Biennial Exercise. The HMEP contract also states that an exercise can be used to satisfy the annual project requirement. Comments

received from the state say that we can combine the exercises to satisfy both requirements, therefore meeting two program requirements that are due in the near future with one exercise.

- 2) An exercise has already been scheduled for March 19th at Camp Blanding. The LEPC Biennial Exercise and HMEP Exercise would serve as a hazardous materials component of the larger exercise.
- 3) With the support of the LEPC, staff is prepared to develop a draft of the exercise that would be submitted to the state for final approval. This plan would identify and meet all requirements highlighted in the contract for the LEPC Biennial Exercise and the HMEP Annual Project.

Please contact Eric Anderson or Traci Hochhalter if you have any questions or comments about the planning project for year 2011-2012.

TRAINING

CONDUCTED TRAINING

E-Plan Users Group Conference, Charlotte, NC– October 26-27: This Conference was two days and included presentations on E-Plan Users Group Recommendations Results, Use of E-Plan in Fusion Centers, Use of UT Dallas Online Tier II Filing Tool by Industry, E-Plan for the Fire Service, Use of E-Plan by First Responders and How to Save Money by Becoming an E-Plan State. Two members of the LEPC attended the Conference.

UPCOMING TRAINING

The 2013-2015 Training and Exercise Plan Stakeholder Packet has been sent to the County Emergency Management Directors. The Regional TEP Workshop to set regional priorities will be held in Jacksonville on April 26.

Please note, items in **bold** have been scheduled; *italicized* items are tentative.

| <i>Training</i> | <i>Dates</i> | <i>Hours</i> | <i>Location</i> |
|---|--------------------------------|-----------------|------------------------------------|
| E-Plan Conference | October 26-27 | 12 hours | Charlotte, NC |
| <i>Clandestine Drug Lab Awareness</i> | <i>Fall, 2011</i> | <i>8 hours</i> | <i>TBD</i> |
| <i>Clandestine Drug Lab Operational</i> | <i>Fall, 2011</i> | <i>16 hours</i> | <i>TBD</i> |
| <i>Chemical Suicide Workshop</i> | <i>Fall, 2011/Winter 2012</i> | <i>3 hours</i> | <i>TBD</i> |
| <i>Incident Command Systems</i> | <i>Fall, 2011/Winter, 2012</i> | <i>40 hours</i> | <i>Orange Park Fire Department</i> |
| <i>HazMat Competency Check Off</i> | <i>Winter, 2012</i> | <i>8 hours</i> | <i>TBD</i> |
| <i>Tank Truck 101</i> | <i>Spring 2012</i> | <i>8 hours</i> | <i>TBD</i> |
| <i>International HazMat Conference</i> | <i>Spring, 2012</i> | <i>35 hours</i> | <i>Baltimore, MD</i> |

| | | | |
|---|---------------------|-----------------|------------|
| <i>Air Metering Proficiency</i> | <i>Spring 2012</i> | <i>8 hours</i> | <i>TBD</i> |
| <i>Ammonia Leak Control</i> | <i>Summer, 2012</i> | <i>8 hours</i> | <i>TBD</i> |
| <i>IAFF HazMat Tech Train-the-Trainer</i> | <i>Summer, 2012</i> | <i>40 hours</i> | <i>TBD</i> |

Requests for assistance and/or training priorities should be submitted to Staff. All requests should include approval from agency director, chief, or training officer.

No Action Required.

MEMORANDUM

DATE: February 8, 2012
TO: Local Emergency Planning Committee
FROM: Eric Anderson, Staff
RE: Hazards Analysis, 2011 – 2012

Staff is currently in the planning stage for the 2011-2012 year for the following counties: Baker, Clay, Nassau, Putnam, and St. Johns. There are a total of 51 sites for the current year. All information will be entered into the CAMEO 2.w database, with information that includes updated emergency contact information, chemical inventories, mapping coordinates, and scenario data. Records for each county's facilities will then be sent to the State DEM for review. Final copies of each facility's information, along with vulnerability zone maps, scenario data, and affection population estimates will be given to the Counties for their information.

Staff will be going to Tallahassee for CAMEO Training on February 14th. Hazardous Analysis site visits will be scheduled shortly after CAMEO training has been completed.

No action required.

TAB V

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MEMORANDUM

DATE: February 8, 2012
TO: Local Emergency Planning Committee
FROM: Eric Anderson, Staff
RE: Hazardous Materials Incident Reports

SUMMARY

The attached tables and graphs provide information on all hazardous materials incident reports received by the State Warning Point (SWP). The incident reports are reviewed by Hazardous Materials Planning staff on a daily basis for compliance verification purposes. The information helps identify potential Section 304 violators, as well as facilities which may have an obligation to report under other sections of the EPCRA and the Risk Management Planning (RMP) programs.

Table 1 lists incidents by LEPC District for the period of **September 1, 2011** through **November 30, 2011**. "Potential Section 304 Investigations" are incidents involving the release of Extremely Hazardous Substances (EHS) or Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) chemicals at fixed facilities and are investigated by State-level staff. In order for an incident to be covered under Section 304, the EHS or CERCLA chemical must meet or exceed its designated Reportable Quantity (RQ) and have potential for offsite exposure.

Table 2 provides a breakdown for fixed facilities of all hazardous materials incidents where evacuations, injuries or deaths were reported (where available). Table 3 covers transportation related incidents and differentiates between chemical-related and traffic accident-related deaths. Please note that official causes of death are determined by the medical examiner's office and may take up to 90 days for the final report.

Additionally, four (4) graphs have been provided, all of which have differing information and reporting timeframes. Graph 1 displays the total chemical inventory by Local Emergency Planning Committee District. Graph 2 shows the number of notice of violations and second notices reported between September 1, 2008 and November 30, 2011. Graph 3 highlights the number of EPCRA outreach activities from 2003 through 2012. Graph 4 details the number of technical assistance calls from December 1, 2010 through November 30, 2011.

Attachment 1: Table 1 – Potential 304 Investigations
Attachment 2: Table 2 – Incidents with Evacuations, Injuries, or Deaths (Fixed Facility)
Attachment 3: Table 3 – Incidents with Evacuations, Injuries, or Deaths (Transportation)
Attachment 4: Graph 1 – Total Chemical Inventory by LEPC District

Attachment 5: Graph 2 - Notices of Violation / Second Notices
Attachment 6: Graph 3 – EPRCA Outreach Activities
Attachment 7: Graph 4 – Technical Assistance Calls

No Action Required.

Hazardous Materials Incident Report - Table 1

9/1/2011 Thru 11/30/2011

Potential Section 304 Investigations

| 01 - West Florida Regional Planning Council | | | | Release Count 1 |
|---|-----------------------|-----------------------------|-------------|---------------------------|
| BAY COUNTY (1 release) | | | | |
| Release Date | Chemical Name | Business Type | Action Date | Comment |
| 10/14/2011 | Sodium Hypochlorite | Retail Sales | 10/20/2011 | Closed |
| | | | | Release Count 1 |
| 05 - Withlacoochee Regional Planning Council | | | | |
| MARION COUNTY (1 release) | | | | |
| Release Date | Chemical Name | Business Type | Action Date | Comment |
| 11/22/2011 | Mercury | School | 11/28/2011 | Closed |
| | | | | Release Count 1 |
| 07 - Central Florida Regional Planning Council | | | | |
| OKEECHOBEE COUNTY (1 release) | | | | |
| Release Date | Chemical Name | Business Type | Action Date | Comment |
| 11/02/2011 | Chlorine Gas | Rest Stop / Gas | 11/02/2011 | 60 - 120 people evacuated |
| | | | | Release Count 5 |
| POLK COUNTY (4 releases) | | | | |
| Release Date | Chemical Name | Business Type | Action Date | Comment |
| 09/07/2011 | Anhydrous Ammonia | Citrus Juices | 09/09/2011 | Release closed below RQ. |
| 09/23/2011 | Anhydrous Ammonia | Frozen Juices | 09/23/2011 | Below RQ - closed. |
| 09/26/2011 | Anhydrous Ammonia | Citrus Packing | 09/27/2011 | Called after 15 min. |
| 11/09/2011 | Ammonium Hydroxide | Electric Power Distribution | 11/16/2011 | Closed |
| | | | | Release Count 4 |
| 08 - Tampa Bay Regional Planning Council | | | | |
| HILLSBOROUGH COUNTY (4 releases) | | | | |
| Release Date | Chemical Name | Business Type | Action Date | Comment |
| 09/15/2011 | Sodium Hypochlorite | Fertilizer Manu. | 09/19/2011 | Closed |
| 10/01/2011 | Anhydrous Ammonia | Chem Wholesale | 10/04/2011 | Below RQ - closed |
| 10/06/2011 | Anhydrous Ammonia | Chem Wholesale | 10/10/2011 | Below RQ - closed |
| 11/13/2011 | LEAD OXIDE (LITHARGE) | Battery Plant | 11/16/2011 | Closed |
| | | | | Release Count 2 |
| 09 - Southwest Florida Regional Planning Council | | | | |
| COLLIER COUNTY (1 release) | | | | |
| Release Date | Chemical Name | Business Type | Action Date | Comment |
| 10/31/2011 | Sodium Hydroxide | Water Treat Plant | 11/01/2011 | Below RQ - Closed |
| | | | | Release Count 1 |

Hazardous Materials Incident Report - Table 1

9/1/2011 Thru 11/30/2011

Potential Section 304 Investigations

09 - Southwest Florida Regional Planning Council

| Release Date | Chemical Name | Release Amt | Business Type | Action Date | Comment | Sector |
|--------------|---------------|-------------|---------------|-------------|----------------------------|--------|
| 10/31/2011 | Mercury | .0068 | State Lab | 10/31/2011 | No offsite release. Closed | Public |

10 - Treasure Coast Regional Planning Council

Release Count 3

PALM BEACH COUNTY (3 releases)

| Release Date | Chemical Name | Release Amt | Business Type | Action Date | Comment | Sector |
|--------------|------------------|-------------|-------------------|-------------|----------------------------|---------|
| 09/16/2011 | Mercury | .034 | Private Residence | 09/19/2011 | Closed | Private |
| 09/16/2011 | Mercury | .50 | Doctor's Office | 09/19/2011 | Non-chem. Injury - closed. | Private |
| 10/04/2011 | Sodium Hydroxide | 319 | Water Treat Plant | 10/04/2011 | Below RQ - closed. | Private |

11 - South Florida Regional Planning Council

Release Count 4

BROWARD COUNTY (1 release)

| Release Date | Chemical Name | Release Amt | Business Type | Action Date | Comment | Sector |
|--------------|-------------------|-------------|----------------|-------------|---------|---------|
| 09/08/2011 | Anhydrous Ammonia | 50 | Ice Production | 09/08/2011 | Closed | Private |

DADE COUNTY (2 releases)

| Release Date | Chemical Name | Release Amt | Business Type | Action Date | Comment | Sector |
|--------------|----------------------------------|-------------|---------------|-------------|----------------------------|--------|
| 10/07/2011 | Anhydrous Ammonia | 60-70 | Ice Rink | 10/11/2011 | Waiting on 7-day followup. | Public |
| 11/07/2011 | Corrosive Substance/Unknown Type | Unknown | College | 11/09/2011 | Waiting on followup. | Public |

MONROE COUNTY (1 release)

| Release Date | Chemical Name | Release Amt | Business Type | Action Date | Comment | Sector |
|--------------|---------------|-------------|---------------|-------------|-----------------------------|---------|
| 11/07/2011 | OIL | Unknown | Unknown | 11/09/2011 | Called DEP for information. | Unknown |

Hazardous Materials Incident Report - Table 2

9/1/2011 Thru 11/30/2011

Hazardous Materials Incidents with Evacuations, Injuries, and Deaths

07 - Central Florida Regional Planning Council

OKEECHOBEE COUNTY

Release Date 11/02/2011
Chemical Name Chlorine Gas

Release Amt 10-20 Business Type Rest Stop / Gas Injured 2 Evacuated 100 Fatalities 0 Cause Of Death/Injury* Two injured

POLK COUNTY

Release Date 09/26/2011
Chemical Name Anhydrous Ammonia

Release Amt 600 Business Type Citrus Packing Injured 0 Evacuated 30 Fatalities 0 Cause Of Death/Injury* N/A

08 - Tampa Bay Regional Planning Council

PINELLAS COUNTY

Release Date 09/11/2011
Chemical Name Oxygen

Release Amt Unknown Business Type Private Residence Injured 2 Evacuated 0 Fatalities 1 Cause Of Death/Injury* Blunt force trauma

10 - Treasure Coast Regional Planning Council

PALM BEACH COUNTY

Release Date 09/16/2011
Chemical Name Mercury
09/16/2011 Mercury
11/06/2011 Carpert - Glue
11/17/2011 Carbon Monoxide

Release Amt .034 Business Type Private Residence Injured 0 Evacuated 1 Fatalities 0 Cause Of Death/Injury* N/A
.50 Business Type Doctor's Office Injured 1 Evacuated 0 Fatalities 0 Cause Of Death/Injury* Non-chemical
Unknown Business Type Country Club Injured 16 Evacuated 0 Fatalities 0 Cause Of Death/Injury* Unknown
Unknown Business Type Public Health Facility Injured 0 Evacuated 98 Fatalities 0 Cause Of Death/Injury* N/A

11 - South Florida Regional Planning Council

DADE COUNTY

Release Date 11/07/2011
Chemical Name Pepper Spray
11/07/2011 Corrosive Substance/Chemical-

Release Amt Unknown Business Type School Injured 23 Evacuated 0 Fatalities 0 Cause Of Death/Injury* Not NH3 release per EM
Unknown Business Type College Injured 20 Evacuated 0 Fatalities 0 Cause Of Death/Injury* All treated onsite

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

Hazardous Materials Incident Report - Table 3

9/1/2011 Thru 11/30/2011

Transportation Incidents with Evacuations, Injuries, and Deaths

01 - West Florida Regional Planning Council

ESCAMBIA COUNTY

| | | | | | | | |
|--------------|---------------|-------------|---------------|---------|-----------|------------|-------------------------|
| Release Date | Chemical Name | Release Amt | Business Type | Injured | Evacuated | Fatalities | Cause of Death/Injury * |
| 11/17/2011 | Natural Gas | Unknown | Pipeline | 0 | 15 | 0 | N/A |

OKALOOSA COUNTY

| | | | | | | | |
|--------------|---------------|-------------|------------------|---------|-----------|------------|-------------------------|
| Release Date | Chemical Name | Release Amt | Business Type | Injured | Evacuated | Fatalities | Cause Of Death/Injury * |
| 09/20/2011 | Diesel Fuel | 0 | Traffic Accident | 11 | 0 | 0 | Unknown |

02 - Apalachee Regional Planning Council

LEON COUNTY

| | | | | | | | |
|--------------|-----------------|-------------|------------------|---------|-----------|------------|-------------------------|
| Release Date | Chemical Name | Release Amt | Business Type | Injured | Evacuated | Fatalities | Cause of Death/Injury * |
| 09/30/2011 | Ethylene Glycol | Unknown | Traffic Accident | 2 | 0 | 0 | Unknown |

03 - North Central Florida Regional Planning Council

SUWANNEE COUNTY

| | | | | | | | |
|--------------|---------------|-------------|------------------|---------|-----------|------------|-------------------------|
| Release Date | Chemical Name | Release Amt | Business Type | Injured | Evacuated | Fatalities | Cause of Death/Injury * |
| 11/01/2011 | Diesel Fuel | 370 | Traffic Accident | 1 | 0 | 0 | Injury non-chemical |

04 - Northeast Florida Regional Planning Council

DUVAL COUNTY

| | | | | | | | |
|--------------|---------------------------------|-------------|------------------|---------|-----------|------------|-------------------------|
| Release Date | Chemical Name | Release Amt | Business Type | Injured | Evacuated | Fatalities | Cause of Death/Injury * |
| 09/21/2011 | Diesel Fuel, OIL, Hydraulic OIL | Unknown | Traffic Accident | 1 | 0 | 0 | Unknown |

FLAGLER COUNTY

| | | | | | | | |
|--------------|---------------|-------------|------------------|---------|-----------|------------|-------------------------|
| Release Date | Chemical Name | Release Amt | Business Type | Injured | Evacuated | Fatalities | Cause of Death/Injury * |
| 11/25/2011 | Diesel Fuel | Unknown | Traffic Accident | 2 | 0 | 1 | Trama related Death |

06 - East Central Florida Regional Planning Council

BREVARD COUNTY

| | | | | | | | |
|--------------|---------------|-------------|-----------------------|---------|-----------|------------|-------------------------|
| Release Date | Chemical Name | Release Amt | Business Type | Injured | Evacuated | Fatalities | Cause of Death/Injury * |
| 10/03/2011 | Natural Gas | Unknown | Pipeline/Construction | 0 | 2 | 0 | N/A |

LAKE COUNTY

| | | | | | | | |
|--------------|---------------|-------------|------------------|---------|-----------|------------|-------------------------|
| Release Date | Chemical Name | Release Amt | Business Type | Injured | Evacuated | Fatalities | Cause of Death/Injury * |
| 11/07/2011 | Diesel Fuel | 25 | Traffic Accident | 1 | 0 | 1 | Trama related death |

Hazardous Materials Incident Report - Table 3

9/1/2011 Thru 11/30/2011

Transportation Incidents with Evacuations, Injuries, and Deaths

08 - Tampa Bay Regional Planning Council

HILLSBOROUGH COUNTY

| Release Date | Chemical Name | Release Amt | Business Type | Injured | Evacuated | Fatalities | Cause of Death/Injury * |
|--------------|---------------------------|-------------|--------------------|---------|-----------|------------|-------------------------|
| 09/01/2011 | Natural Gas | 0 | Pipeline / Traffic | 0 | 7 | 0 | N/A |
| 10/06/2011 | Natural Gas | Unknown | Pipeline | 0 | 6 | 0 | N/A |
| 11/08/2011 | DAPhosphate/Hydraulic OIL | 0 | Maritime Accident | 1 | 0 | 0 | Non-chemical Injury |

PINELLAS COUNTY

| Release Date | Chemical Name | Release Amt | Business Type | Injured | Evacuated | Fatalities | Cause of Death/Injury * |
|--------------|---------------|-------------|---------------|---------|-----------|------------|-------------------------|
| 11/17/2011 | Natural Gas | Unknown | Pipeline | 0 | 8 | 0 | N/A |

09 - Southwest Florida Regional Planning Council

GLADES COUNTY

| Release Date | Chemical Name | Release Amt | Business Type | Injured | Evacuated | Fatalities | Cause of Death/Injury * |
|--------------|--------------------------------|-------------|------------------|---------|-----------|------------|-------------------------|
| 10/17/2011 | Diesel Fuel/Fertilizer 15-0-22 | 740 | Traffic Accident | 1 | 0 | 0 | Non-chemical injury |

HENDRY COUNTY

| Release Date | Chemical Name | Release Amt | Business Type | Injured | Evacuated | Fatalities | Cause of Death/Injury * |
|--------------|---------------|-------------|-------------------|---------|-----------|------------|-------------------------|
| 09/08/2011 | Diesel Fuel | 518 | Farming / Traffic | 2 | 0 | 0 | Unknown |

LEE COUNTY

| Release Date | Chemical Name | Release Amt | Business Type | Injured | Evacuated | Fatalities | Cause of Death/Injury * |
|--------------|-------------------------------------|--------------|------------------|---------|-----------|------------|-------------------------|
| 09/13/2011 | Ethylene Glycol / Diesel Fuel / OIL | 97 / 86 / 87 | Traffic Accident | 0 | 0 | 1 | FDLE to followup |

10 - Treasure Coast Regional Planning Council

PALM BEACH COUNTY

| Release Date | Chemical Name | Release Amt | Business Type | Injured | Evacuated | Fatalities | Cause of Death/Injury * |
|--------------|---------------|---------------|------------------------|---------|-----------|------------|-------------------------|
| 09/01/2011 | Natural Gas | UNK / Methane | Private Res / Pipeline | 0 | 1 | 0 | N/A |

10 - Treasure Coast Regional Planning Council (cont.)

ST. LUCIE COUNTY

| Release Date | Chemical Name | Release Amt | Business Type | Injured | Evacuated | Fatalities | Cause Of Death * |
|--------------|------------------------------|-------------|-------------------|---------|-----------|------------|------------------|
| 10/04/2011 | Kerosene JP-5 / Sulfur Water | 1024 / 937 | Aircraft Accident | 1 | 0 | 0 | Unknown |

Hazardous Materials Incident Report - Table 3

9/1/2011 Thru 11/30/2011

Transportation Incidents with Evacuations, Injuries, and Deaths

11 - South Florida Regional Planning Council

DADE COUNTY

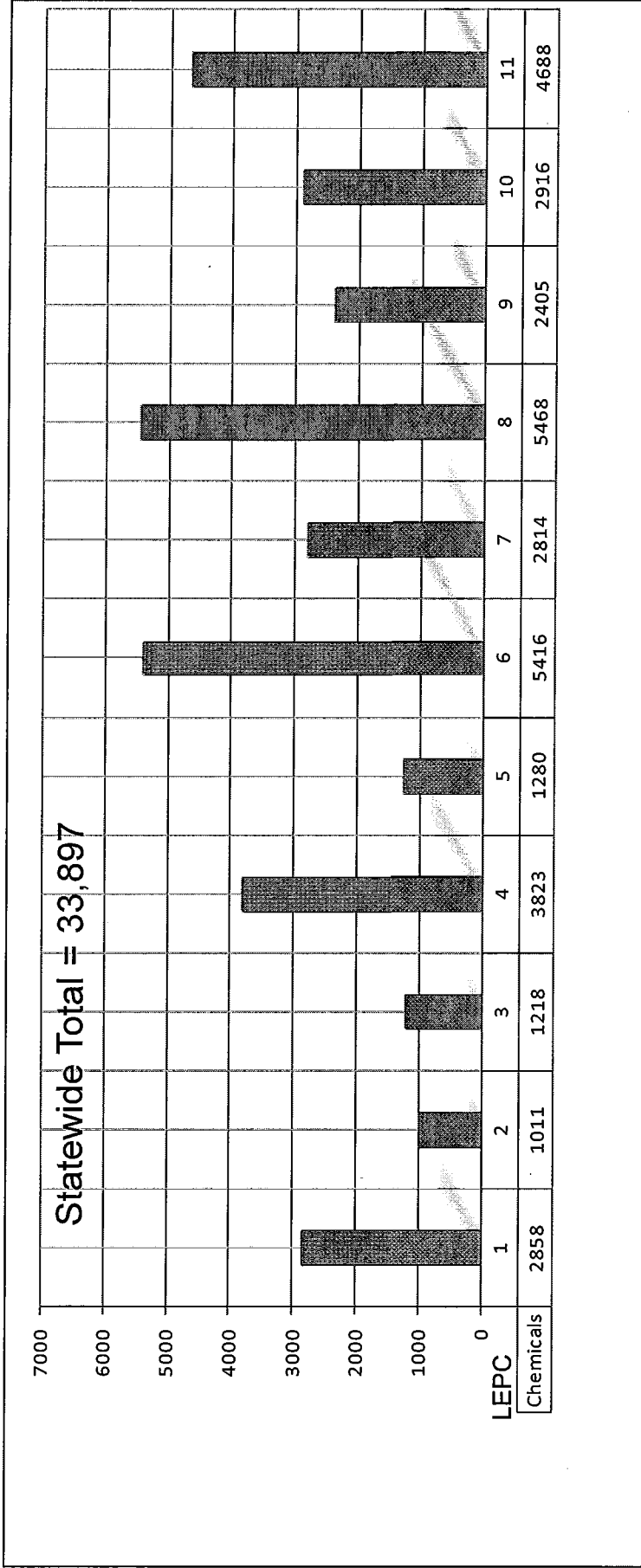
| | | | | | | | |
|--------------|---------------|-------------|---------------|---------|-----------|------------|-------------------------|
| Release Date | Chemical Name | Release Amt | Business Type | Injured | Evacuated | Fatalities | Cause of Death/Injury * |
| 10/21/2011 | Natural Gas | Unknown | Pipeline | 0 | 8 | 0 | N/A |

MONROE COUNTY

| | | | | | | | |
|--------------|---------------|-------------|-------------------|---------|-----------|------------|-------------------------|
| Release Date | Chemical Name | Release Amt | Business Type | Injured | Evacuated | Fatalities | Cause of Death/Injury * |
| 10/31/2011 | Kerosene/JP-5 | 3,199 | Aircraft Accident | 4 | 0 | 0 | Non-chem injuries |

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

GRAPH I
TOTAL CHEMICAL INVENTORY
 BY LOCAL EMERGENCY PLANNING COMMITTEE DISTRICT

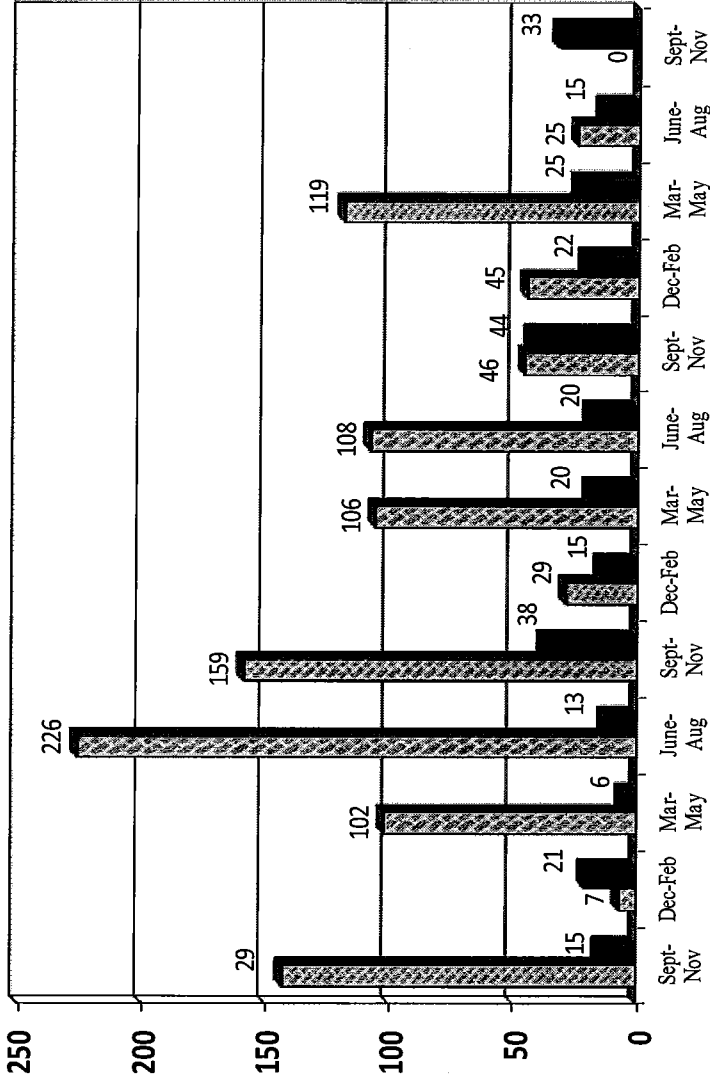


NOTICES OF VIOLATION/SECOND NOTICES

September 1, 2008 through November 30, 2011

GRAPH II

▨ NOV's ■ 2nd NOV



2008

2009

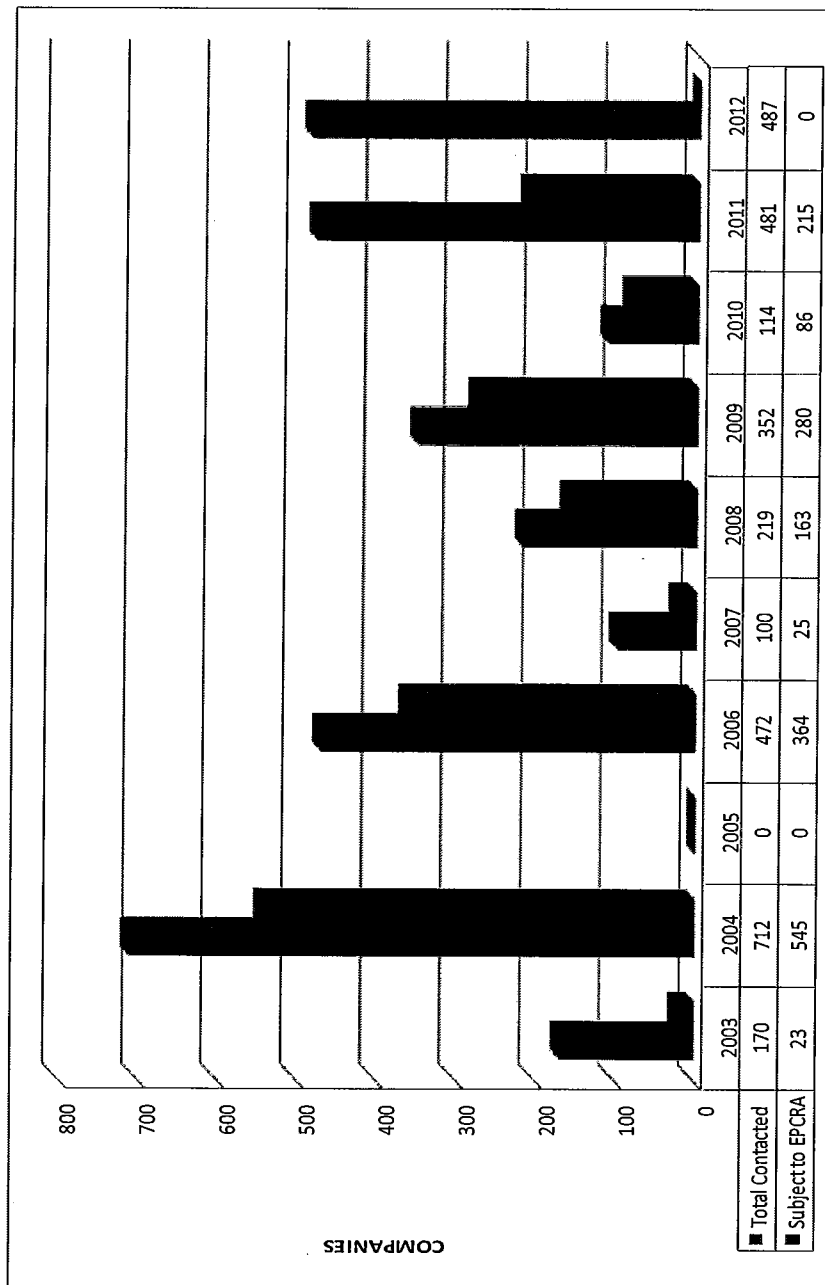
2010

2011

EPCRA OUTREACH ACTIVITIES

2003 through 2012

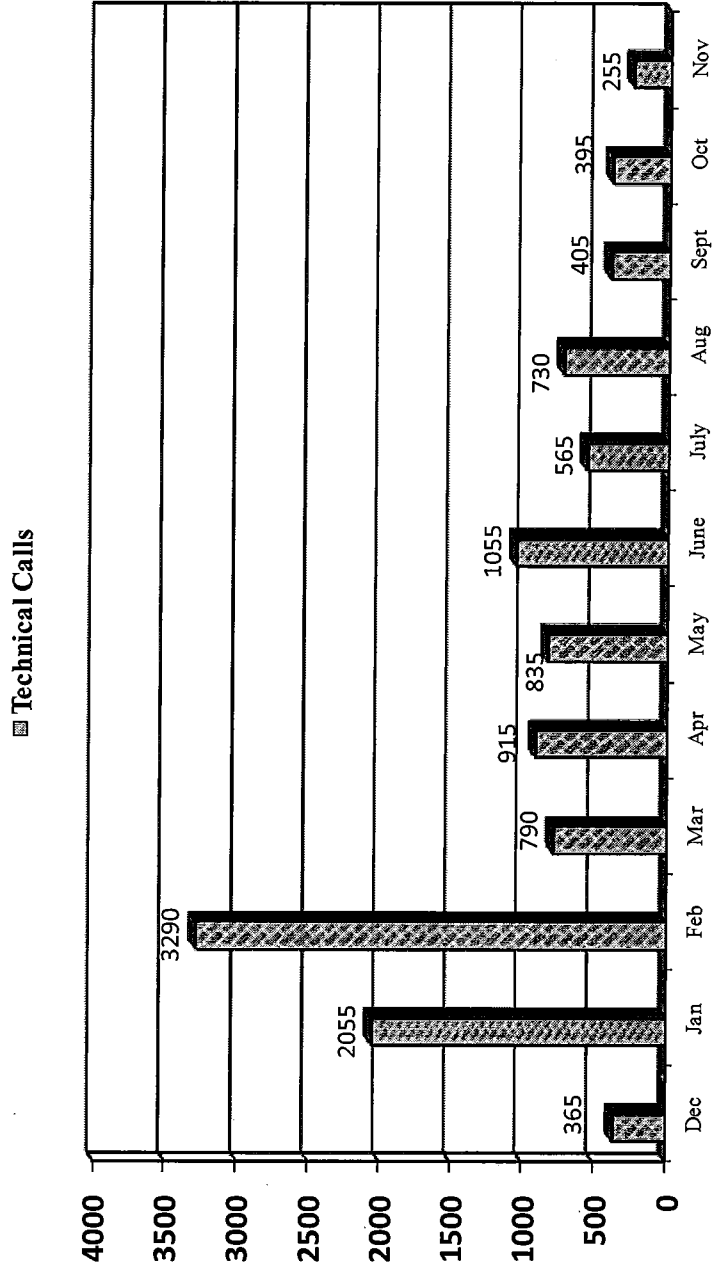
GRAPH III



Technical Assistance Calls

December 1, 2010 through November 30, 2011

GRAPH IV



MEMORANDUM

DATE: February 8, 2012
TO: Local Emergency Planning Committee
FROM: Traci Hochhalter, Staff
RE: Training Task Force

Summary

The TTF met January 5th in Altamonte Springs. The following were points of discussion at the meeting:

- Conference calls were held on November 17th and December 14th. The first call on the 17th addressed the Public Safety Sampling Guidelines, Training Task Force Membership Guidelines, the District 6 planning project and a brief discussion of the EPA MOU. The second call addressed creating some model protocols for integrating law enforcement bomb and forensic teams into the hazardous material teams. The call on the 14th discussed progress made to gather information from potential vendors and instructors and using the 2013 Fire-Rescue East conference as a venue for the Hazardous Materials Training Symposium.
- There was discussion on the Training Task Force Membership Guidelines and it was noted that the TTF Membership Guidelines were covered in a conference call and the guidelines will be available on the SERC TTF webpage.
- A review of Project Tracking Chart was discussed. There has been some trouble putting together the SME database because of bounced emails and other issues. It was reported that since the International Fire Chief's Fusion Center had lost their funding, no progress had been made on creating a universal reporting template. Lt. Lamm made a motion to support a letter from SERC to the International Association of Fire Chiefs supporting continued funding and this motion was seconded and carried. The LEPC top five needs have been completed. The Fire College has been asked to see if a "check-off" document was created for a 12-member mass decon team.
- New project considerations were discussed. Chief Murphy requested the addition of the Offshore Hazardous Materials Response project to create some response initiatives for vessels reporting hazardous materials incidents. Chief DeFrancesco asked whether there was any action regarding the OSHA ruling to allow 160-hour trained technicians to work spill response without the HAZWOPER course. It was noted by Chairmen Sessions and others that the request was denied by OSHA. Chief Murphy proposed the TTF reach out to the SERC's petroleum industry representative (Mr. David Mica) to study the

possibility of including spill response training through FSFC or another entity so that technicians could assist in working future spill incidents.

- Mr. Kohnke addressed Hazmat/WMD funding issues. He noted the state has incurred deep cuts in Homeland Security funding. He further stated that the state had a poor history in spending allocated funds citing FY 2007. He further stated that voting did not fair well for the Hazmat community but funding was helped by assistance from regional partners in law enforcement and health allowing for some of the “street” projects to continue. Chief Murphy also commented that the Hazmat teams are not spending their money (training and sustainment funds). He noted that two teams lost their funding and there is a possibility that more teams could lose their funding in the future. DEM is going to do an assessment to determine future funding and the possibility of reducing the number of funded hazmat teams.
- Mr. LetoBarone reported that his office received a phone call from a fire captain in Ocala regarding assistance with meth labs. Mr. LetoBarone commented that the captain had contacted the Gainesville DEA office regarding funding assistance for clean-up. Per the agent he spoke with, funding will be available to assist local teams responding to meth lab calls but he did not have a timeline for funds distribution.
- Chief DeFrancesco reported that he recently received an article regarding OSHA’s move to reclassify chemicals according to the Globally Harmonized System of Classification and Labeling Chemicals or GHS. See the link describing the initiative: <http://www.osha.gov/dsg/hazcom/ghs.html>
- The Training Task Force has a website; go to the link below for more information, and updates for Projects: <http://www.floridadisaster.org/hazmat/serc/training.htm>
- The next conference call is scheduled for February 15, 2012, at 1:30 p.m. and will include Hazmat/Bomb Team Integration and further discussion on the Hazmat Training Symposium.
- The next scheduled meeting of the Training Task Force is **April 23, 2012, at 9:30 a.m.** in St. Petersburg, FL in conjunction with the National Association of SARA Title III Program Officials (NASTTPO).

Attachment 8: TTF Agenda

Attachment 9: TTF Project Board

No action required.



AGENDA

STATE EMERGENCY RESPONSE COMMISSION TRAINING TASK FORCE

**Embassy Suites – Orlando North
Florida Room
225 Shorecrest Drive
Altamonte Springs, Florida 32701**

January 5, 2012 – 9:30AM

- I. Call to Order**
- II. Introductions**
- III. Approval of Minutes from October 6, 2011 Meeting**
- IV. Update on Conference Calls**
 1. November 17, 2011
 2. December 14, 2011
- V. Current Business**
 1. Report on of modification of the SERC Public Safety Sampling Standard Operating Guidelines
 - Continued discussion in breakout session at East Central Florida RPC at 1:30 PM
 2. Discussion of Hazmat and Bomb/Forensic Team Integration
 3. Report of TTF Membership Guidelines
 4. Report on SERC Hazardous Materials Training Guidelines
 5. Report on Ammonium Nitrate Security Program
 6. SERC/U.S. EPA Memorandum of Understanding
 7. Review of Project Tracking Chart
- VI. New Business**

VII. Update from Agencies and Organizations

1. Florida Fire Chief's Association (FFCA)
2. Florida Association of Hazardous Materials Responders (FLAHR)
3. Florida State Fire College/State Fire Marshal
4. Florida Department of Environmental Protection
5. Florida Department of Health
6. Other agencies and Organizations

VIII. Upcoming Events

1. **Schedule Next Conference Call(s)**
2. **Next face-to-face Meeting**
 - April 23, 2012 – St. Petersburg, FL (in conjunction with the NASTTPO Conference)

IX. Adjourn

Florida SERC Training Task Force – Project Board

Updated: January 25, 2012

| RESOURCES (RES) | PUBLICATIONS (PUB) | TRAINING (TRN) | UPDATES (UP) | NEEDS ANALYSIS (NDS) | FUNDING (FUN) | STANDARDS & CERTIFICATIONS (STD) | SYSTEMS & RELATIONSHIPS (SYS) |
|---|---|---|--|--|---|---|---|
| TTF Web Page and Project Summaries DEM Feb 2011 | Sampling Protocol Sessions, DOH, DEM staff | First Responder Best Practices for RAD event Marshall/TJ Smith Jan 2011 | Mass Technical Decon Assessment FLAHR/FSFC Feb 2011 | Hazmat Team ICS Curriculum Sessions/Nelson Feb 2011 | Capability Assessments Marshall/SF/DEM Jan 2011 | Oil Spill Response for Hazmat Technicians Murphy October 2012 | Secure Portal for Access to TTF Products Kohnke/Nelson April 2011 |
| Awareness Level Training for White Powder SOP DOH July 2011 | Offshore Hazmat Response Murphy July 2012 | Hazmat Training Guidelines (revised) Lamm/Colson/Marshall/Chappell April 2011 | Model Procedure for Hazmat Team NIMS Compliance District 7 July 2011 | Marine Firefighting Requirements (33CFR 155) Ehlers/Dist 4 and 6 July 2011 | | | Develop SME Database Dilks Jan 2011 |
| | | Hazmat Training Symposium Lamm/Murphy/Ehlers/Hobbs/Kohnke/Mundy October 2011 | Hazmat/Florida FOG ICS Crosswalk DEM Staff April 2012 | | | | Hazmat Team Marketing Murphy Jan 2012 |

Active Projects

| | | | |
|--|---|---|--|
| RES – Reprinting Template for Responders Model Report System DeFrancisco | RES – Maintain FFCA/FLAHR website for TTF Products DeFrancisco | RES – IR Spec & RAMAN Long Term Costs & Maintenance Dan Smith/Bevelacqua | RES – RIID Model SOP & Long-term Cost and Maintenance FLAHR |
|--|---|---|--|

Monitoring Projects

| | | | |
|--|---|---|--|
| RES – Reprinting Template for Responders Model Report System DeFrancisco | RES – Maintain FFCA/FLAHR website for TTF Products DeFrancisco | RES – IR Spec & RAMAN Long Term Costs & Maintenance Dan Smith/Bevelacqua | RES – RIID Model SOP & Long-term Cost and Maintenance FLAHR |
|--|---|---|--|

2012 Completed Projects

SERC TTF Projects

| RESOURCES (RES) | PUBLICATIONS (PUB) | TRAINING (TRN) | UPDATES (UP) | NEEDS ANALYSIS (NDS) | FUNDING (FUN) | STANDARDS & CERTIFICATIONS (STD) | SYSTEMS & RELATIONSHIPS (SYS) |
|------------------------------|---|--|--------------|---|---|--|---|
| Chemistry in Schools Program | Medical Treatment Protocols April 2010 | TRN - Ops Level Training Program DEM Staff June 2010 | | Review ORE Deficiencies Dan Smith/Klundy Feb 2011 | Support SHSGP Grant Assessment Process SFM | Define Tox-Medic Murphy | Health & DEP Detection Support Capabilities Jacobs |
| | Radiological Screening Response Procedure Charlie Boyd April 2010 | Hazmat Training Guidelines | | NDS - LEPC Top 5 Needs Weiss/Leto/Barone Initial Listing-Jan 2008 | | Pro Board Certification FSFC - Bosley Feb 2011 | |
| | PUB - Hazmat FOG FLAHR | TRN - 3 Non-Routine Hazards FSFC-Scheil Ongoing Monitoring | | | | | |

Completed Projects

MEMORANDUM

DATE: February 8, 2012
TO: Local Emergency Planning Committee
FROM: Eric Anderson, Staff
RE: LEPC Chair/Staff Meeting

Summary

The LEPC Chair/Staff met January 5th in Altamonte Springs. The following were points of discussion at the meeting:

- The next E-Plan meeting will be held in Atlanta, Georgia in October of 2012. The EPA does not have any travels funds for travel this year.
- Off-Shore Drilling will begin this year in the Bahamas. Drilling is scheduled to start in April. The USCG District 7 is in the process of re-writing the response plans.
- There were over 4,100 people trained in the year 2011. This is the most people trained in a calendar year to date.
- The Memorandum of Understanding (MOU) between the LEPC and fire stations for electronic reporting is yet to be finalized. DEM has started discussions with the Fire Marshal's office to get signed agreements with small fire departments and volunteer departments.

The next scheduled meeting of the LEPC Chair/Staff is April 23rd, 2012 at 1:30 p.m. in St. Petersburg, Florida.

Attachment 10: LEPC Chair/Staff Meeting Agenda

No Action Required.



AGENDA

LOCAL EMERGENCY PLANNING COMMITTEE (LEPC) CHAIRPERSONS/STAFF CONTACTS MEETING

**Embassy Suites – Orlando North
Florida Room
225 Shorecrest Drive
Altamonte Springs, Florida 32701**

January 5, 2012 – 1:30PM

- I. INTRODUCTIONS
- II. TRAINING TASK FORCE UPDATE
- III. DISTRICT REPORTS
- IV. OTHER BUSINESS
 - a. Report on E-Plan Users Group Conference – Paul Wotherspoon
 - b. International Offshore Drilling Response Plan – Paul Wotherspoon
 - c. Upcoming Biennial Appointments – Tim Date
- V. ISSUES FOR STATE EMERGENCY RESPONSE COMMISSION (SERC)
- VI. SCHEDULE NEXT MEETING – April 23, 2012 (NASTTPO Conference)
- VII. ADJOURNMENT

MEMORANDUM

DATE: February 8, 2012
TO: Local Emergency Planning Committee
FROM: Eric Anderson, Staff
RE: State Emergency Response Commission Meeting

The State Emergency Response Commission (SERC) met on January 6th, 2012 in Altamonte Springs, Florida. The following items will help to brief the LEPC District IV on the SERC meeting:

SUMMARY

- New member appointments were approved. LEPC District IV received one new member. Mr. Gerry Gividen is retired and will be filling a position for interested citizen. No alternate appointments were made for the District IV LEPC.
- Since its inception, the Training Task Force's (TTF) responsibilities have been expanded to include the development of responder training guidelines, coordination with various responder groups to ensure that required hazardous materials training is available, establishment of a uniform classification system for hazardous materials incidents and assessments of the response capabilities of the regional hazardous materials response teams.

The TTF met in October to finalize the Type II and Type III ORE assessment documents. These documents were brought before the SERC for review and approval.

- In an effort to enhance public awareness regarding hazardous materials use and storage practices in Florida, the DEM requested that the Governor proclaim January 22 through January 28, 2012 as Florida Hazardous Materials Awareness Week. The SERC approved of a resolution for the designation of Florida Hazardous Materials Awareness Week. This year's focus is on Mercury safety.
- A review of the Hazardous Materials Incidents Report was given. Information from this report has been provided under Tab V of the District IV LEPC packet for the February 8th, 2012 meeting.

The next scheduled meeting of the SERC is April 24th, 2012 at 10:00 a.m. in St. Petersburg, Florida.

Attachment 11: SERC Resolution for Hazardous Materials Awareness Week

Attachment 12: SERC Meeting Agenda

No Action Required.



***STATE EMERGENCY RESPONSE COMMISSION
for HAZARDOUS MATERIALS
RESOLUTION***

WHEREAS, the State Emergency Response Commission, as established by Executive Order 05-122, is responsible for implementation of federal hazardous materials planning and prevention regulations.

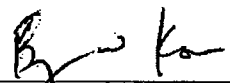
WHEREAS, Chapter 252, Parts II and IV, Florida Statutes, codifies the federal requirements into law; and

WHEREAS, these programs require certain facilities to report the existence of threshold quantities of specified substances and to implement accident prevention programs; and

WHEREAS, this information is utilized to prepare emergency plans to assist first responders and mitigate potential harm from hazardous materials incidents and enhance community awareness and education regarding hazardous materials.

THEREFORE, BE IT RESOLVED that the State Emergency Response Commission for Hazardous Materials designates January 22 through January 28, 2012, be observed as Hazardous Materials Awareness Week to promote awareness of Mercury safety components of the program;

DONE AND ORDERED this day, October 7, 2011.



State Emergency Response Commission
for Hazardous Materials





AGENDA

STATE EMERGENCY RESPONSE COMMISSION (SERC) FOR HAZARDOUS MATERIALS

**Embassy Suites – Orlando North
Florida Room
225 Shorecrest Drive
Altamonte Springs, Florida 32701**

January 6, 2012 – 10:00 a.m.

PLEDGE OF ALLEGIANCE

Roll Call and Verification of Quorum

APPROVAL OF MINUTES

1. **Approval of Minutes for October 7, 2011 SERC Meeting**
ACTION: Motion for SERC Approval
EXHIBIT: Minutes of October 7, 2011 SERC meeting

NEW BUSINESS

2. **Local Emergency Planning Committees (LEPCs) Appointments**
ACTION: Approval of the list of recommended members and alternates
EXHIBIT: Memo #01-12
(Pages 1-6)
3. **Approval of Hazardous Materials Team Types II and III Operational Readiness Evaluation Tools**
ACTION: Memo #02-12
EXHIBIT: Types II and III ORE Documents
(Pages 7-57)
4. **Hazardous Materials Awareness Week Proclamation/Resolution**
ACTION: Designation of Hazardous Materials Awareness Week
EXHIBIT: Memo #03-12
(Pages 58-59)

5. **Thomas Yatabe-SERC Award Presentations**

Reports

6. **Report from the SERC Training Task Force**
ACTION: Oral report on issues of the SERC TTF
7. **Report on Memorandum of Understanding with U.S. Environmental Protection Agency**
ACTION: Report by DEM Staff
8. **Report on International Offshore Drilling Response Plan**
ACTION: Report by DEM Staff
9. **Report on Clean Gulf Conference**
ACTION: Report by DEM Staff
10. **Financial Status Report**
ACTION: Report on revenues received and expenditures incurred for the fiscal year
EXHIBIT: Memo #04-12
(Pages 60-63)
11. **Hazardous Materials Incidents Report**
ACTION: Report on recent hazardous materials incidents reported in the State of Florida
EXHIBIT: Memo #05-12
(Pages 64-70)
12. **Update of Staff Activities and Reports by Section**
ACTION: Update on the reports received by section; included is an update on staff presentations and information requests
EXHIBIT: Memo #06-12
(Pages 71-78)
13. **Update on the LEPC Activities**
ACTION: An update of the meetings and activities conducted by each of the 11 LEPCs
EXHIBIT: HazMatters

Other Business

- **Presentation on Mineral Oil**

Comments

FUTURE SERC MEETING DATES

April 24, 2012 – St. Petersburg, FL (in conjunction with the NASTTPO Conference)
July 13, 2012 – TBD
October 5, 2012 – Tallahassee

Adjourn

TAB VI

VI

VI

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VI

MEMORANDUM

DATE: February 8, 2012
TO: Local Emergency Planning Committee
FROM: Eric Anderson, Staff
RE: LEPC District IV Financial Report

The LEPC CD has a current balance of \$5,538.62. The next renewal date is 02/06/12. The current rate is 0.75 %.

Staff will continually research financial institutions to determine if a better interest rate can be utilized for the LEPC CD.

No Action Required.

MEMORANDUM

DATE: February 8, 2012
TO: Local Emergency Planning Committee
FROM: Traci Hochhalter, Staff
RE: LEPC District IV Training Committee Report

The fiscal year for the HMEP Training Grant ends on June 30, 2012. Training needs that were identified in the Training Plan are currently being reviewed and training classes are trying to be scheduled, as appropriate.

The 2013-2015 Training and Exercise Plan (TEP) Stakeholder Packet has been released to the County Emergency Management Director's. The LEPC should decide if they would like to submit their training needs to the County EM Director, or if the LEPC would like to submit their own TEP. The TEP Workshop to determine regional priorities is April 26 and the TEP should be complete by this date.

Please fill out a training request form if you would like to submit a training request. This form can be procured from LEPC staff, and is available electronically or as a hard copy. Please return the form to staff upon completion for submittal and consideration by the Training Committee.

Attachment 13: 2013-2015 Training and Exercise Plan Stakeholder Packet

No Action Required

**State of Florida's
Multi-Year
Training and Exercise Plan (TEP)
2013-2015**



January 20, 2012

Stakeholder Package

Multi-Year Training and Exercise Plan:

Overview of the State's Multi-Year Training and Exercise Plan:

The State of Florida has pursued a coordinated domestic security strategy that combines enhanced planning, new equipment purchases, innovative training, and realistic exercises to strengthen the State's emergency prevention and response capabilities. Training and exercises play a crucial role in this strategy, providing the State with a means of attaining, practicing, validating, and improving new capabilities. Many of the State's training and exercise programs are promoted and coordinated by the Florida Division of Emergency Management (FDEM), in coordination with the Florida Department of Law Enforcement Division (FDLE), Florida Department of Health (FDOH), the Regional Domestic Security Task Forces (RDSTF), Urban Area Security Initiatives (UASI), Local Emergency Planning Councils (LEPC) and numerous county, municipal and local emergency response agencies. This plan is designed to consolidate the training and exercises that will be undertaken by stakeholders within the State of Florida to maximize opportunities to coordinate, collaborate, and improve effectiveness of each undertaking.

Purpose:

The State's Multi-Year Training and Exercise Plan provides a roadmap that Florida's stakeholders will use in order to obtain or validate the capabilities described in the Florida's Domestic Security Strategy. It will be updated and refined annually and serves as a companion document to Florida's Domestic Security Strategy. It should include a progression of training and exercises as necessary to obtain, maintain or enhance capabilities in accordance with the building-block approach. Stakeholders are reminded that Changes to this document should be monitored and made as they occur. The State acknowledges that there will be instances where an exercise or block of training occurs that was not included in the initial submission of this document by a County or Region. However, to the extent known, desired, directed, or requested, "Plan Stakeholders" become the maintainer of, executioner for, any and all additional or changed data input to their respective TEPs once initial submission is completed.

Plan Stakeholders:

Government/ entities with roles/responsibilities in natural and technological hazards

- Local Agencies (including all departments and special teams)
- Counties (including all county departments and special teams)
- Municipalities (including all municipal departments)
- Critical Infrastructure (hospitals, ports, airports, utilities, school districts, etc)
- Collaborative Organizations (RDSTF, UASI, FLARNG, LEPC, Citizen Corps, others)
- State Agencies (including all Departments, Divisions and special teams)
- *(Optional)* Federal Agencies/Military Installations

Process Overview:

The Florida Division of Emergency Management (FDEM), Training and Exercise Unit, is responsible for the development and submission to the US Department of Homeland Security (DHS) of the State's Multi-Year Training and Exercise Plan (MYTEP). FDEM will develop the overall MYTEP worksheets; initiate the data collection process within each region via a Regional Training and Exercise Plan Workshop (RTEPW), with each RTEPW workshop being conducted on **April 26 2012**.

Prior to the R-TEPWs, the supporting Lead RPC will send the template for training and exercise needs and requirements to all of their supported counties and as many of their stakeholder agencies, entities, departments, and jurisdictional partners as possible. Instructions will be provided to complete the template; (submit it to the RPC) and bring it to the respective Regional TEP-W. At the Regional TEP-W each stakeholder will place their priorities on their Regional Calendars; anything

placed on the Calendars will stay on the calendar. This will be accomplished by use of sticky notes and a series of wall sized calendar pages. The pages will be one for each month of the first year of the TEP and one for each quarter of the second and third years. Once all the priorities have been placed on the calendars, the region will review the calendars and discuss if anything should be "adjusted to bring it more into alignment". This is the collaboration phase where counties can move needed and desired items around in order to capitalize on economies of scale or coordination. Once the region is satisfied that the Training and Exercise Calendars are coordinated to their satisfaction, the region will be ready to set their priorities. Setting priorities is a process intended to provide guidance not within the Region (meaning that the Counties do not "adjust" to the priorities). The priorities are intended to provide guidance to potential providers of training or exercises, to the type that the Region is most in need of. To set regional priorities, the workshop participants will conduct brainstorm sessions where they discuss what they believe the priorities should be for the region. Regions should use the local stakeholders' priorities to establish links to the "**Task Capabilities List (TCL)**" based on Regional priorities. Regional priorities will be the top five (5) for the Region. The stakeholder should place the identified training on the enclosed Training and Exercise schedule, and although not a binding commitment, should strive to accomplish them. Once discussions are concluded (or a have reached a productive end) stakeholders will vote to establish the Region's priorities.

The final step in the R-TEPW process will consist of each Region selecting delegates to attend the State MY-TEPW to represent the Region. Delegates should include persons representative of the RDSTF Sub-Committees (Fire, EMS, Law Enforcement, Emergency Management, Health, Schools, Communications, and Critical Infrastructure). During the State MY-TEPW (to be conducted on **10 May, 2012**) attendees will be charged with composing/and prioritizing the final plan per prioritized submissions developed by each region during their Regional MY-TEPWs.

In order to consolidate a MYTEP for the State of Florida, each Region must already have identified and prioritized their TEP needs based upon submissions from the counties or regional entities. Stakeholders must also provide priorities for each plan capabilities.

The Division of Emergency Management encourages all Stakeholders to utilize this plan as additional justification when requesting grant funding for all training and exercises. In doing so, stakeholders increase their chances of attaining funding from DHS/FEMA State Homeland Security Grant Program (SHSGP). Counties and Regional Stakeholders are reminded that inclusion in this plan may also be a Federal requirement as well as efforts are expanded too help ensure strategic allocation of all Federal resources.

Regional Collection

FDEM Regional Coordinators

The FDEM Regional Coordinators are responsible for leading the effort in their respective regions by coordinating and providing liaison between the Lead supporting RPCs, the RDSTFs and the Counties themselves. It is requested that the Regional Coordinators insure distribution of process guidance and development of, and subsequent submission of County TEPs to the Lead RPCs. The FDEM Regional Coordinators are also asked to coordinate with the RDSTF, LEPC and UASI (if applicable) requesting they identify any overarching organization-specific or multijurisdictional specialty-team specific training and exercises. RDSTF and UASI will coordinate collection of data from their regional perspective

County Emergency Management Staff

County Emergency Management staff should further distribute to all county departments, municipalities, critical infrastructure, Private and Non-Governmental Organizations (NGOs) partners within their jurisdiction and submit one packet inclusive of all relevant individual Stakeholder input. Counties must maintain the ability to (as well as have it reflect on all submitted documents) further

distinguish the department, team, or any other subcomponent to which it applies.

Regional Planning Councils (RPCs)

The Northeast Florida Regional Council (NEFRC) will be the FDEM, Training and Exercise (T&E) Unit's contracted Acting Agent to coordinate and facilitate the MYTEP process with the State and amongst all the various Stakeholders (Counties, RDSTFs etc). Select RPCs (as indicated below under "Project Contacts") have been appointed as "Lead" RPCs and have been further sub-contracted to serve as collection points and contacts for the information finally submitted by County and Regional stakeholders. Regional boundaries for collection will follow the FDEM/RDSTF regions. All Lead RPCs will coordinate with the Tampa RPC point of contact for access to SharePoint in order to upload County and Regional submissions. Each Lead RPC has been funded to conduct a minimum of 2 separate Regional planning sessions (the later of which will be **the Regional MYTEPW on Apr 26, 2012**).

Florida's State Multi-Year Training and Exercise Plan Workshop

Following collection in each region, FDEM's Training and Exercise Unit will facilitate the annual Training and Exercise Plan Workshop (T&E PW).

The FDEM Region Coordinators are asked to work through RDSTFs identify regional delegates for the State MYTEPW to be conducted in May. At this meeting participants will be asked to review all collected responses/priorities within their region, compare them to the most recent Regional Capabilities Assessment, and subsequently determine the region's training and exercise priorities. Results will be shared amongst regions, providing opportunities for multi-regional collaborations.

Plan Implementation

1. Training:

Each stakeholder is responsible for pursuing the training identified, and reviewing this plan annually to make adjustments as needed. Additionally, each County and its respective major Stakeholders are encouraged to identify and plan within this document to have a minimum of 2 Full/Part-time-Permanent employees credentialed as a Federal Emergency Management Agency (FEMA) "Master Trainer Practitioner (MTP)" in anticipation of this being a final State policy by end of Fiscal Year 2015. The MTP Program requirements and application procedures can be found at <http://training.fema.gov/emiweb/MTP/>.

The FDEM, Training and Exercise Unit, with the collaboration of the FDEM Regional Coordinators will work closely with regions to schedule courses that can be provided through FDEM as needed. Training provided by FDEM will be posted on the FDEM Training Events & Calendar located at

<http://www.floridadisaster.org/TrainingCalendar/index.asp>.

In addition to the courses listed herein, additional courses for a more focused audience of Law Enforcement, Health and other disciplines can be found at the following link:

<https://www.firstrespondertraining.gov/content.do>

This link will direct users to the Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA), National Preparedness Directorate (NPD), National Training and Education Division (NTED). Users are encouraged to gather a thorough understanding of the courses available through NTED as well an understanding of procedures pertaining to course levels; training delivery methods; cost of training; and how to apply for training.

2. Exercises:

Each stakeholder is responsible for pursuing the exercises identified, and reviewing this plan

annually to make adjustments as needed. Additionally, each County and its respective major Stakeholders are encouraged to identify and plan within this document to have a minimum of 2 Full/Part-time-Permanent employees credentialed as a Federal Emergency Management Agency (FEMA) “Master Exercise Practitioner (MEP)” in anticipation of this being a final State policy by end of Fiscal Year 2015.

All exercises must follow the Homeland Security Exercise Evaluation Program (HSEEP) and must be posted by stakeholders to the National Exercise Schedule (NEXS) for scheduling, coordination and synchronization of all national-level, Federal, State, and local exercises. More information can be obtained at <https://hseep.dhs.gov>.

Project Contacts:

Please refer questions to the FDEM Project Lead: Michael Beha, State Domestic Training Coordinator, michael.beha@em.myflorida.com, (850) 414-8563 or to the following contacts in each region.

| | Regional Project Leads | Information Collection POCs |
|---------------|--|--|
| Region | FDEM Regional Coordinators | Regional Planning Council POCs |
| 1 | Shawn Collins Shawn.collins@em.myflorida.com | Alan Gray alan.gray@wfrpc.org |
| 2 | Bryan Lowe Bryan.lowe@em.myflorida.com | Chris Rietow Chris.Rietow@theapc.com |
| 3 | Brian Gibson Bryan.gibson@em.myflorida.com | Calvin Williams cwilliams@nefrc.org |
| 4 | Paul Siddall Paul.siddall@em.myflorida.com | Amanda Shaw amanda.tbrpc.org |
| 5 | Jim Roberts Jim.roberts@em.myflorida.com | April Raulerson ARaulerson@ecfrpc.org |
| 6 | Patrick Fuller patrick.fuller@em.myflorida.com | John Gibbons jgibbons@swfrpc.org |
| 7 | Vacant | Manny Cela celam@sfrpc.com |

Plan Components:

Each county or otherwise entity submitting training requirements must include the following worksheets:

1. **WS-01:**
2. **Training and Exercise Schedule: Worksheet 2 (WS-02 and WS-03)**
Stakeholders (Counties, RDSTF, UASI) use the schedule to identify the training (all-sources) and exercises, within the timeframe desired. Annotate the top 10 priorities from (WS-01).

3. Regional Priorities Capabilities Selection: Worksheet 4 (WS-04)

Regional Coordinators will work with the counties by utilizing this worksheet to prioritize the top (5) capabilities. For definitions of each capability, see *Table A: Target Capabilities List (TCL) Definitions*.

(Please note that Florida's Multi-Year Training and Exercise Plan can be used as justification for any training and exercise funds sought from the State Homeland Security Grant Program (SHSGP). All such training and exercises sought by any agency or team should be included in this plan)

COURSES CURRENTLY OFFERED BY FDEM

(These are courses that the Stakeholder will deliver or coordinate for delivery of. Your 2012 input, if any is reflected accordingly)

| 2012 QTY | 2013 QTY | 2014 QTY | 2015 QTY | Course Code / Number and Title |
|-------------|-------------|-------------|-------------|---|
| | | | | G108 - Community Mass Care Management |
| | | | | G110 - Emergency Management Operations Course |
| | | | | G130 - Exercise Evaluation Course |
| | | | | G135 - Exercise Control Simulation Course |
| | | | | G137 - Exercise Program Manager and Management Course |
| | | | | G138 - Exercise Practicum |
| | | | | G191 - Incident Command System (ICS) Emergency Operations Center (EOC) Interface |
| | | | | G194.1 - Local Floodplain Manager Roles and Responsibilities |
| | | | | G194.2 - NFIP Rules and Regulations in Depth |
| | | | | G194.3 - Letters of Map Change |
| | | | | G194.4 - Preparing for Post-Disaster Responsibilities |
| | | | | G202 - Debris Management Planning for State Tribal and Local Officials |
| | | | | G203 - Public Assistance Program Applicant Workshop |
| | | | | G235 - Emergency Planning Course |
| | | | | G249 - Managing People in Disasters - A Local Perspective |
| | | | | G250.6 - Workshop in Emergency Management - Amateur Radio Resources |
| | | | | G250.7 - Rapid Needs Assessment |
| | | | | G265 - Basic Instructional Skills |
| | | | | G270.3 - Expedient Flood Training |
| | | | | G270.4 - Recovery from Disaster - The Local Government Role |

COURSES CURRENTLY OFFERED BY FDEM

(These are courses that the Stakeholder will deliver or coordinate for delivery of. Your 2012 input, if any is reflected accordingly)

| 2012 QTY | 2013 QTY | 2014 QTY | 2015 QTY | Course Code / Number and Title |
|-------------|-------------|-------------|-------------|--|
| | | | | G271 - Hazardous Weather And Flooding Preparedness |
| | | | | G272 - Warning Coordination |
| | | | | G277 - Residential Coastal Construction |
| | | | | G278 - Benefit-Cost Analysis |
| | | | | G279 - Retrofitting Flood-Prone Residential Structures |
| | | | | G282.1 - Higher Standards in Floodplain Management |
| | | | | G282.2 - Manufactured Homes and the NFIP |
| | | | | G282.3 - NFIP Flood Insurance Principles |
| | | | | G282.4 - Hydrology and Hydraulics Concepts |
| | | | | G284.1 - Floodway Standards |
| | | | | G284.2 - Disconnects Between NFIP Regulations and Insurance |
| | | | | G284.3 - Common Noncompliance Issues |
| | | | | G284.4 - Digital Flood Insurance Rate Maps (DFIRMs) |
| | | | | G284.5 - Substantial Improvement - Substantial Damage |
| | | | | G285 - Benefit-Cost Analysis Using the Limited-Data Module - Intermediate Training |
| | | | | G288 - Donations Management Workshop |
| | | | | G289 - Public Information Officer (PIO) Awareness Course |
| | | | | G290 - Basic Public Information Officer Training |
| | | | | G291 - Joint Information System - Joint Information Center Planning for Tribal, State and Local Public Information Officers |
| | | | | G293 - Mitigation Plan Review Reference Manual |

COURSES CURRENTLY OFFERED BY FDEM

(These are courses that the Stakeholder will deliver or coordinate for delivery of. Your 2012 input, if any is reflected accordingly)

| 2012 QTY | 2013 QTY | 2014 QTY | 2015 QTY | Course Code / Number and Title |
|-------------|-------------|-------------|-------------|--|
| | | | | G300 - ICS-300 Intermediate ICS for Expanding Incidents |
| | | | | G310 - Weapons of Massive Destruction |
| | | | | G318 - Mitigation Planning Workshop for Local Governments |
| | | | | G351 - Who's in Charge Here - Exercising Leadership in Emergency or Disaster |
| | | | | G357 - Emergency Response to a Criminal and Terrorist Incident |
| | | | | G358 - Evacuation and Re-Entry Planning Course |
| | | | | G361 - Flood Fight Operations |
| | | | | G363 - Hurricane Readiness for Coastal Communities |
| | | | | G364 – Multi-hazard Emergency Planning for Schools |
| | | | | G365.3 - WEM - Partnerships for Creating and Maintaining Spotter Groups |
| | | | | G366 - Planning for the Needs of Children in Disasters |
| | | | | G367 - Emergency Planning for Campus Executives |
| | | | | G386 - Mass Fatalities Incident Course |
| | | | | G393 - Mitigation for Emergency Managers |
| | | | | G400 - ICS-400 - Advanced ICS Command and General Staff - Complex Incidents |
| | | | | G402 - ICS-402 - Incident Command System (ICS) Overview for Executives and Senior Officials |
| | | | | G408 - Homeland Security Planning for Local Governments |
| | | | | G434A - Earthquake Safety for Schools |
| | | | | G427 – CERT Program Manager Course |

COURSES CURRENTLY OFFERED BY FDEM

(These are courses that the Stakeholder will deliver or coordinate for delivery of. Your 2012 input, if any is reflected accordingly)

| 2012 QTY | 2013 QTY | 2014 QTY | 2015 QTY | Course Code / Number and Title |
|-------------|-------------|-------------|-------------|---|
| | | | | G428 – CERT Train-the-Trainer Course |
| | | | | G489 - Management of Spontaneous Volunteers in Disasters |
| | | | | G548 - IS548 - Continuity Program Manager |
| | | | | G556 - FEMA Local Damage Assessment |
| | | | | G575 - Communications Interoperability |
| | | | | G775 - EOC Management and Operations |
| | | | | |
| | | | | Community Emergency Response Team (CERT) Training |
| | | | | CERT Basic Training Course |
| | | | | CERT Train-the-Trainer Course (TtT) |
| | | | | CERT Program Manager Course |
| | | | | |
| | | | | L-001- State Resource Management Network Train-the-Trainer (TtT) |
| | | | | L-340 - Radiological Emergency Preparedness (REP) Planning |
| | | | | L-449 - Incident Command System (ICS) Curricula Train-the-Trainer (TtT) |
| | | | | L-548 - COOP Program Manager Train-the-Trainer (TtT) |
| | | | | |
| | | | | NIMS ICS All-Hazards Incident Management Team (AHIMT) Position Specific Training |
| | | | | L-950 - NIMS ICS AHIMT Incident Commander (TtT also available) |
| | | | | L-952 - NIMS ICS AHIMT PIO |
| | | | | L-954 - NIMS ICS AHIMT Safety Officer |
| | | | | L-956 - NIMS ICS AHIMT Liaison Officer (TtT also available) |

COURSES CURRENTLY OFFERED BY FDEM

(These are courses that the Stakeholder will deliver or coordinate for delivery of. Your 2012 input, if any is reflected accordingly)

| 2012 QTY | 2013 QTY | 2014 QTY | 2015 QTY | Course Code / Number and Title |
|---------------------|---------------------|---------------------|---------------------|--|
| | | | | L-958 - NIMS ICS AHIMT Opns Section Chief (TtT also available) |
| | | | | L-960 - NIMS ICS AHIMT Division/Group Supv |
| | | | | L-962 - NIMS ICS AHIMT Planning Section Chief (TtT also available) |
| | | | | L-964 - NIMS ICS AHIMT Situation Unit Leader |
| | | | | L-965 - NIMS ICS AHIMT Resource Unit Leader |
| | | | | L-967 - NIMS ICS AHIMT Logistics Section Chief (TtT also available) |
| | | | | L-970 - NIMS ICS AHIMT Supply Unit Leader |
| | | | | L-971 - NIMS ICS AHIMT Facilities Unit Leader |

TRAINING SCHEDULE INSTRUCTIONS (Training Worksheet WS02)

1. Stakeholders should use the following Training Schedule to identify the training (all-sources), matched to each selected capability, which they intend to undertake to obtain, maintain or enhance capabilities. This does not need to be every training course conducted by an agency, only those related to any one of the thirty-seven target capabilities as identified on the previous page and further defined in Table A: Target Capability List Definitions.
2. Please submit one packet inclusive of all relevant departments, specialty teams, etc together as one agency or organizational submission. (*Distinguish the department, team, or any other subcomponent on the training schedule itself. Add lines as needed.*)
3. Please be specific as to Course Number/Name, and anticipated year/quarter. This schedule is not binding for any agency, although stakeholders should strive to adhere to the schedule.
4. Although it may be difficult to project out several years ahead, consider that your agency may have annual training/ retraining requirements, or intentions to accomplish certain training (such as on equipment usage, plans, procedures) that helps build or maintain capabilities, in addition to those identified in Exercise or Incident After Action Reports.
5. Include your own locally developed classes, in addition to any others, such as those found below:
FDEM-provided courses: W0-01: FDEM Training Course List *
Links to various DHS providers/courses: <http://www.dhs.gov/xfrstresp/training/> and <https://www.firstrespondertraining.gov/content.do>

*FDEM courses selected by stakeholders will be used as a roadmap for state-level training assistance request that may be offered in each region.
6. Please note that Florida's Multi-Year Training and Exercise Plan will serve as justification for funds sought from the State Homeland Security Grant Program (SHSGP). All such training and exercises sought by any agency or team should be included in this plan.
7. If you have already developed an Excel Spreadsheet with the information below, you may use it instead. Please do not PDF.
8. Please submit the completed worksheets to your Regional Planning Council point of contact. (See Contact List)

EXAMPLES INCLUDE:

- Incident Command Training
- Incident Management/Unified Command
- Incident Management Team position specific training
- Skill or capability enhancement training (See Target Capabilities List)
- Training on plans or procedures
- EOC and position training
- Functional training
- Professional training
- Training on equipment or system
- Refresher training

**TRAINING WORKSHEETS (Training Instructions)
UP TO TOP 10 PRIORITIES**

Please submit one consolidated worksheet inclusive of all relevant departments, specialty teams, etc together as one agency or organizational submission. *(Distinguish the department, team, or any other subcomponent on the training schedule itself, as necessary. Add lines as needed.)*

In accordance with your agencies selected capabilities, identify training that will be undertaken to obtain, maintain or enhance those capabilities. Include all training for which State Homeland Security Grant funds will be sought. Also, include your own locally developed classes, in addition to any others, such as those found below:

FDEM-provided courses: WS-01.

Links to various DHS providers/courses: <http://www.dhs.gov/xfrstresp/training/>

SAMPLE: Jurisdiction X

| Agency/Team | First Quarter | | | Second Quarter | | |
|-------------|---|-----|-----|---|-----|------|
| | Jan | Feb | Mar | Apr | May | June |
| Finance | L 973: NIMS ICS All-Hazards Finance/Administration Section Chief Position Training | | | L975: NIMS ICS All-Hazards Finance/Administration Unit Leader Position Training | | |

AGENCY NAME:

YEAR 2013: ENTER Training Schedule

| Dept/Team if applicable | First Quarter | | | Second Quarter | | | Third Quarter | | | Fourth Quarter | | |
|-------------------------|---------------|-----|-----|----------------|-----|------|---------------|-----|-----|----------------|-----|-----|
| | Jan | Feb | Mar | Apr | May | June | Jul | Aug | Sep | Oct | Nov | Dec |
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YEAR 2014: ENTER Training Schedule

| Dept/Team if applicable | First Quarter | | | Second Quarter | | | Third Quarter | | | Fourth Quarter | | |
|-------------------------|---------------|-----|-----|----------------|-----|------|---------------|-----|-----|----------------|-----|-----|
| | Jan | Feb | Mar | Apr | May | June | Jul | Aug | Sep | Oct | Nov | Dec |
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YEAR 2015: ENTER Training Schedule

| Dept/Team if applicable | First Quarter | | | Second Quarter | | | Third Quarter | | | Fourth Quarter | | |
|-------------------------|---------------|-----|-----|----------------|-----|------|---------------|-----|-----|----------------|-----|-----|
| | Jan | Feb | Mar | Apr | May | June | Jul | Aug | Sep | Oct | Nov | Dec |
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EXERCISE SCHEDULE INSTRUCTIONS (Exercise WS03)

Exercises provide opportunities for Federal, State, local, and tribal leaders; department and agency officials; private sector partners; and emergency responders to practice and test capabilities that have been built up through a coordinated process of planning, training, and equipment purchases. Plans, training, and equipment, and the capabilities they represent, are validated through exercises.

1. Stakeholders should use the Exercise Schedule to identify the exercise, matched to each selected capability, which they intend to undertake to validate the selected capabilities.
2. Please submit one packet inclusive of all relevant departments, specialty teams, etc together as one agency or organizational submission. (*Distinguish the department, team, or any other subcomponent to which it applies on the exercise schedule itself. Add lines as needed.*)
3. Please be specific as to the type of exercise, and anticipated year/quarter. This schedule is not binding for any agency, although stakeholders should strive to adhere to the schedule.

Discussion-Based: Used to familiarize participants with current plans, policies, agreements and procedures, or may be used to develop new plans, policies, agreements, and procedures.

Seminar: An informal discussion, designed to orient participants to new or updated plans, policies, or procedures (e.g., a seminar to review a new Evacuation SOP).

Workshop: Resembles a seminar, but is employed to build specific products, such as a draft plan or policy (e.g., a Training and Exercise Plan Workshop is used to develop a Multi-year Training and Exercise Plan).

Tabletop Exercise (TTX): Involves key personnel discussing simulated scenarios in an informal setting. TTXs can be used to assess plans, policies, and procedures.

Game: A simulation of operations that often involves two or more teams, usually in a competitive environment, using rules, data, and procedure designed to depict an actual or assumed real-life situation.

Operations-Based: Used to validate plans, policies, agreements and procedures, clarify roles and responsibilities, and identify resources gaps in an operational environment.

Drill: A coordinated, supervised activity usually employed to test a single, specific operation or function within a single entity (e.g., a fire department conducts a decontamination drill)

Functional Exercise (FE): Examines and/or validates the coordination, command, and control between various multi-agency coordination centers (e.g., emergency operation center, joint field office, etc.). A functional exercise does not involve any “boots on the ground” (i.e., first responders or emergency officials responding to an incident in real time).

Full-Scale Exercise (FSE): A multi-agency, multi-jurisdictional, multi-discipline exercise involving functional (e.g., joint field office, emergency operation centers, etc.) and “boots on the ground” response (e.g., firefighters decontaminating mock victims).

4. Although it may be difficult to project out several years ahead, consider that your agency may have annual exercise requirements, or intentions to accomplish certain exercises (such as on equipment usage, plans, procedures) that builds on training to validate capabilities.
5. Please note that Florida’s MYTEP will serve as justification for funds sought from the State Homeland Security Grant Program (SHSGP). In order for any Stakeholder entity to receive/utilize SHSGP funds to support an exercise event, that event must be reflected in Regional and State MYTEPs.
6. Exercises funded by DHS must be designed and evaluated using the Homeland Security Exercise Evaluation Program. Furthermore, they must be posted by stakeholders to the National Exercise Schedule (NEXS), which is the online tool that facilitates scheduling, coordination and synchronization of all national-level, Federal, State, and local exercises. More information can be obtained at <https://hseep.dhs.gov>.

EXERCISE WORKSHEETS (Exercise Instructions)
UP TO TOP 10 PRIORITIES

Please be specific as to the type of exercise, and anticipated year/quarter

| Dept/Team if applicable | First Quarter | | | Second Quarter | | |
|----------------------------|--------------------------------------|-----|-----|--|-----|------|
| | Jan | Feb | Mar | Apr | May | June |
| | Sample: If the actual date is known. | | | MONTH AND YEAR IS ENOUGH FOR PROJECTION AT THIS TIME. | | |
| Sample | Hurricane Exercise TTX | | | School Shooter FSE | | |

AGENCY NAME:

YEAR 2013: Exercise Schedule

| Dept/Team if applicable | First Quarter | | | Second Quarter | | | Third Quarter | | | Fourth Quarter | | |
|----------------------------|---------------|-----|-----|----------------|-----|------|---------------|-----|-----|----------------|-----|-----|
| | Jan | Feb | Mar | Apr | May | June | Jul | Aug | Sep | Oct | Nov | Dec |
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YEAR 2014: Exercise Schedule

| Dept/Team if applicable | First Quarter | | | Second Quarter | | | Third Quarter | | | Fourth Quarter | | |
|----------------------------|---------------|-----|-----|----------------|-----|------|---------------|-----|-----|----------------|-----|-----|
| | Jan | Feb | Mar | Apr | May | June | Jul | Aug | Sep | Oct | Nov | Dec |
| | | | | | | | | | | | | |
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YEAR 2015: Exercise Schedule

| Dept/Team if applicable | First Quarter | | | Second Quarter | | | Third Quarter | | | Fourth Quarter | | |
|----------------------------|---------------|-----|-----|----------------|-----|------|---------------|-----|-----|----------------|-----|-----|
| | Jan | Feb | Mar | Apr | May | June | Jul | Aug | Sep | Oct | Nov | Dec |
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Table A

TARGET CAPABILITY LIST (TCL) DEFINITIONS

[\[Back to Plan Components\]](#)
 [\[Back to Training Instructions\]](#)
 [\[Back to WS 2 Training Schedule\]](#)

| | | |
|---------------|--|---|
| TCL 1 | PLANNING: | Preparedness Plans incorporate an accurate hazard analysis and risk assessment and ensure that capabilities required to prevent, protect, mitigate against, respond to, and recover from terrorist attacks and catastrophic natural disasters are available when and where they are needed. |
| TCL 2 | COMMUNICATIONS: | A continuous flow of critical information is maintained as appropriate between multi-jurisdictional and multi-disciplinary emergency responders, command posts, lead and support agencies, and the governmental officials for the duration of the emergency response operation in compliance with National Incident Management System (NIMS). |
| TCL 3 | COMMUNITY PREPAREDNESS & PARTICIPATION: | There is a structure and a process for on-going collaboration between government and non-governmental resources at all levels. Private Sector Corporations and industry partners must be involved with Preparedness planning. |
| TCL 4 | RISK MANAGEMENT: | State (all applicable agencies partnered w/ FDEM), regional, local, tribal and private sector Stakeholders, in coordination with Federal participation, must identify and assess their respective risks, then prioritize and select appropriate protection, prevention, and mitigation solutions designed to reduce the risk. Subsequently the stakeholder must monitor the outcomes, and then decide upon, and undertake corrective actions. |
| TCL 5 | INTELLIGENCE/INFORMATION SHARING AND DISSEMINATION: | Effective and timely sharing of information and intelligence ideally occurs across Federal, State, local, tribal, regional, and private sector entities with the end-state yielding the achieve of a coordinated awareness of, prevention of, protection against, and response to a threatened or actual domestic terrorist attack, major disaster, or other emergency. |
| TCL 6 | INFORMATION GATHERING AND RECOGNITION OF INDICATORS AND WARNINGS: | Threat and other criminal and/or terrorism-related information is identified, gathered, entered into an appropriate data/retrieval system, and provided to appropriate analysis centers. |
| TCL 7 | INTELLIGENCE ANALYSIS AND PRODUCTION: | Timely, accurate, and actionable intelligence/information products are produced in support of prevention, awareness, deterrence, response, and continuity planning operations. |
| TCL 8 | LAW ENFORCEMENT INVESTIGATION & OPERATIONS: | Suspects involved in criminal activities related to homeland security are successfully deterred, detected, disrupted, investigated, and apprehended. |
| TCL 9 | CBRNE DETECTION: | Chemical, biological, radiological, nuclear, and/or explosive (CBRNE) materials are rapidly detected and characterized at borders, critical locations, events, and incidents. |
| TCL 10 | CRITICAL INFRASTRUCTURE PROTECTION | The risk to, vulnerability of, and consequence of attack to critical infrastructure are reduced through the identification and protection of critical infrastructure. |
| TCL 11 | FOOD & AGRICULTURE SAFETY & DEFENSE | Threats to food and agriculture are safely prevented, mitigated, and eradicated; trade is restored; affected product is disposed of; affected facilities are decontaminated; the public, animals, and plant life is protected as best possible and notification of the onset of the pending event is effectively communicated to all stakeholders; and confidence in the nation's food supply is maintained. |

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| TCL 12 | EPIDEMIOLOGICAL SURVEILLANCE AND INVESTIGATION: | Potential exposure and disease is rapidly identified to contain the spread of the event and reduce number of cases. |
| TCL 13 | PUBLIC HEALTH LABORATORY TESTING: | Chemical, radiochemical, and biological agents causing, or having the potential to cause, widespread illness or death are rapidly detected and accurately identified by the public health laboratory within the jurisdiction or through network collaboration with other appropriate local, State, and federal laboratories. |
| TCL 14 | ON-SITE INCIDENT MANAGEMENT: | The incident is managed safely, effectively, and efficiently through the integration of facilities, resources (personnel, equipment, supplies, and communications), and procedures using a common organizational structure that is the Incident Command System (ICS), as defined in the National Incident Management System (NIMS). |
| TCL 15 | EMERGENCY OPERATIONS CENTER MANAGEMENT: | The event is effectively managed through multi-agency coordination for a pre-planned or no-notice event through the Emergency Operations Center Management. |
| TCL 16 | CRITICAL RESOURCE LOGISTICS AND DISTRIBUTION: | Critical resources are available to incident managers and emergency responders upon request for proper distribution and to aid disaster victims in a cost-effective and timely manner. |
| TCL 17 | VOLUNTEER AND DONATIONS MANAGEMENT: | The coordination of volunteers and donations is maximized and does not hinder response and recovery activities. |
| TCL 18 | RESPONDER SAFETY AND HEALTH: | No illness or injury to any first responder, first receiver, medical facility staff member, or other skilled support personnel as a result of preventable exposure after the initial incident or during decontamination and incident follow-up. |
| TCL 19 | PUBLIC SAFETY AND SECURITY RESPONSE: | The incident scene is assessed and secured, while protecting first responders and mitigating any further effect to the public at risk. |
| TCL 20 | ANIMAL HEALTH EMERGENCY SUPPORT: | Foreign animal disease is prevented from entering Florida by protecting the related critical infrastructure and key assets; equipment and trained teams are in place to proactively respond to suspected animal disease outbreaks. |
| TCL 21 | ENVIRONMENTAL HEALTH: | After the primary event, disease and injury are prevented through the quick identification of associated environmental hazards to include exposure to infectious diseases that are secondary to the primary event and secondary transmission modes. |
| TCL 22 | EXPLOSIVE DEVICE RESPONSE OPERATIONS: | Threat assessments are conducted, all hazardous devices are rendered safe, and the area is cleared of hazards. |
| TCL 23 | FIREFIGHTING OPERATIONS/SUPPORT: | Dispatch and safe arrival of the initial fire suppression resources occurs within jurisdictional response time TCLs. |
| TCL 24 | WMD/HAZARDOUS MATERIALS RESPONSE DECONTAMINATION: | Hazardous materials release is rapidly identified and mitigated; victims exposed to the hazard are rescued, decontaminated, and treated; the impact of the release is limited; and responders and at-risk populations are effectively protected. |
| TCL 25 | CITIZEN EVACUATION AND SHELTER-IN-PLACE: | Affected and at-risk populations (and companion animals) are safely sheltered-in-place and/or evacuated to safe refuge areas, and effectively and safely reentered into the affected area, if appropriate. |
| TCL 26 | ISOLATION AND QUARANTINE: | Individuals who are ill, exposed, or likely to be exposed are separated, movement is restricted, basic necessities of life are available, and their health is monitored in order to limit the spread of a newly introduced contagious disease (e.g., pandemic influenza). |

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| TCL 27 | URBAN SEARCH & RESCUE: | The greatest numbers of victims (human and animal) are rescued and transferred to medical or mass care capabilities, in the shortest amount of time, while maintaining rescuer safety. |
| TCL 28 | EMERGENCY PUBLIC INFORMATION AND WARNING: | Government agencies and public and private sectors receive and transmit coordinated, prompt, useful, and reliable information regarding threats to their health, safety, and property, through clear, consistent information delivery systems. |
| TCL 29 | TRIAGE AND PRE-HOSPITAL TREATMENT: | Emergency Medical Services (EMS) resources are effectively and appropriately dispatched. Pre-hospital triage, treatment, transport, tracking of patients, and documentation while maintaining the capabilities of the EMS system for continued operations. |
| TCL 30 | MEDICAL SURGE: | Injured or ill from the event are rapidly and appropriately cared for. Continuity of care is maintained for non-incident related illness or injury. |
| TCL 31 | MEDICAL SUPPLIES MANAGEMENT AND DISTRIBUTION: | Critical medical supplies and equipment are appropriately secured, managed, distributed, and restocked in a timeframe appropriate to the incident. |
| TCL 32 | MASS PROPHYLAXIS: | Appropriate drug prophylaxis and vaccination strategies are implemented in a timely manner and containment procedures are initiated at onset of an event. |
| TCL 33 | MASS CARE (SHELTERING, FEEDING, AND RELATED SERVICES): | Mass care services (sheltering, feeding, bulk distribution) are rapidly provided for the population and companion animals within the affected area. |
| TCL 34 | FATALITY MANAGEMENT: | Complete documentation and recovery of human remains, personal effects, and items of evidence are achieved (except in cases where the health risk posed to personnel outweigh the benefits of recovery of remains and personal effects). |
| TCL 35 | STRUCTURAL DAMAGE AND MITIGATION ASSESSMENT: | Restore affected areas to pre-event conditions. |
| TCL 36 | RESTORATION OF LIFELINES: | Sufficient lifelines services are available to safely support ongoing recovery activities. |
| TCL 37 | ECONOMIC AND COMMUNITY RECOVERY: | Economic impact is estimated, priorities are set for recovery activities, business disruption is minimized and returned to operation, and individuals and families are provided with appropriate levels and types of relief with minimal delay. |

• **WS-04**

Regional Priority Capabilities Selection [Back to Plan Components](#)

Directions: Stakeholders should use this worksheet to prioritize and select the capabilities from the State of Florida's Domestic Security Strategy and they would like to enhance, maintain or validate during the plan's timeframe (2013-2015). For definitions of each capability, see Table A: Target Capabilities List (TCL) Definitions.

Region: _____

• **Highest Priorities**

- Based on assessments, capabilities, and previous exercise and incident improvement plans, identify which of the following represent your region's priorities for 2013-2015. (See Table A: Target Capabilities List (TCL) Definitions)

| The following capabilities are taken from the: Target Capabilities List (TCL) | • PRIORITY From the following capabilities, select only those that are your agency's priorities for focus during 2013-2015. Then, rank them from highest to lowest priority, with "1" (highest priority) and "5" (the lowest) capability that your Region intends to obtain, maintain, enhance or validate during 2013-2015. | |
|--|--|---------------------------------|
| • A. Common Capabilities | • Priority Ranking for 2013-2015 | Indicate the Priority Ranking : |
| • 1. Planning | • <input type="checkbox"/> | Ranking : |
| • 2. Communications | • <input type="checkbox"/> | Ranking : |
| • 3. Community Preparedness and Participation | • <input type="checkbox"/> | Ranking : |
| • 4. Risk Management | • <input type="checkbox"/> | Ranking : |
| • 5. Intelligence and Information Sharing and Dissemination | • <input type="checkbox"/> | Ranking : |
| • B. Prevent Mission Capabilities | | |
| • 6. Information Gathering and Recognition of Indicators and Warning | • <input type="checkbox"/> | Ranking : |
| • 7. Intelligence Analysis and Production | • <input type="checkbox"/> | Ranking : |
| • 8. Counter-Terror Investigation and Law Enforcement | • <input type="checkbox"/> | Ranking : |
| • 9. CBRNE Detection | • <input type="checkbox"/> | Ranking : |
| • C. Protect Mission Capabilities | | |
| • 10. Critical Infrastructure Protection | • <input type="checkbox"/> | Ranking : |
| • 11. Food and Agriculture Safety and Defense | • <input type="checkbox"/> | Ranking : |
| • 12. Epidemiological Surveillance and Investigation | • <input type="checkbox"/> | Ranking : |
| • 13. Laboratory Testing | • <input type="checkbox"/> | Ranking : |
| • D. Respond Mission Capabilities | | |
| • 14. On-Site Incident Management | • <input type="checkbox"/> | Ranking : |
| • 15. Emergency Operations Center Management | • <input type="checkbox"/> | Ranking : |
| • 16. Critical Resource Logistics and Distribution | • <input type="checkbox"/> | Ranking : |
| • 17. Volunteer Management and Donations | • <input type="checkbox"/> | Ranking : |
| • 18. Responder Safety and Health | • <input type="checkbox"/> | Ranking : |
| • 19. Emergency Public Safety and Security | • <input type="checkbox"/> | Ranking : |
| • 20. Animal Disease Emergency Support | • <input type="checkbox"/> | Ranking : |
| • 21. Environmental Health | • <input type="checkbox"/> | Ranking : |
| • 22. Explosive Device Response Operations | • <input type="checkbox"/> | Ranking : |
| • 23. Fire Incident Response Support | • <input type="checkbox"/> | Ranking : |
| • 24. WMD and Hazardous Materials Response and Decontamination | • <input type="checkbox"/> | Ranking : |
| • 25. Citizen Evacuation and Shelter-in-Place | • <input type="checkbox"/> | Ranking : |
| • 26. Isolation and Quarantine | • <input type="checkbox"/> | Ranking : |
| • 27. Search and Rescue (Land-Based) | • <input type="checkbox"/> | Ranking : |
| • 28. Emergency Public Information and Warning | • <input type="checkbox"/> | Ranking : |
| • 29. Emergency Triage and Pre-Hospital Treatment | • <input type="checkbox"/> | Ranking : |
| • 30. Medical Surge | • <input type="checkbox"/> | Ranking : |
| • 31. Medical Supplies Management and Distribution | • <input type="checkbox"/> | Ranking : |
| • 32. Mass Prophylaxis | • <input type="checkbox"/> | Ranking : |
| • 33. Mass Care (Sheltering, Feeding and Related Services) | • <input type="checkbox"/> | Ranking : |
| • 34. Fatality Management | • <input type="checkbox"/> | Ranking : |
| • E. Recover Mission Capabilities | | |
| • 35. Structural Damage Assessment | • <input type="checkbox"/> | Ranking : |
| • 36. Restoration of Lifelines | • <input type="checkbox"/> | Ranking : |
| • 37. Economic and Community Recovery | • <input type="checkbox"/> | Ranking : |

MEMORANDUM

DATE: February 8, 2012
TO: Local Emergency Planning Committee
FROM: Eric Anderson, Staff
RE: Hazardous Materials Release Report

SUMMARY

The District IV LEPC did not have any hazardous materials releases reported for the last quarter.

There were two incidents in District IV related to transportation incidents with evacuations, injuries, or deaths.

Incident 1: There was a traffic accident in Duval County on September 21st with an injury. The cause of this injury was listed as unknown. The chemicals listed were diesel fuel, oil, and hydraulic oil.

Incident 2: There was a traffic accident in Flagler County on November 25th with two injuries and a fatality. The death was related to trauma from the accident. The chemical listed was diesel fuel.

No Action Required.

TAB VII

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MEMORANDUM

DATE: February 8th, 2012
TO: Local Emergency Planning Committee
FROM: Eric Anderson, Staff
RE: LEPC Membership

There was one new member appointed to the LEPC this last quarter. Mr. Gerry Gividen was appointed to fill one of the positions for interested citizen.

Staff received an email from Bill Douglas stating that he wishes to withdraw as a member of the LEPC. He said that added responsibilities at Flagler Hospital are making it difficult to continue to participate in the LEPC.

If you would like to nominate an individual, Staff can provide you with a Membership Application Form (electronic). That form will then be filled out, evaluated, and sent to DEM for processing. If you would like to add an alternate member to attend future LEPC meetings if you are unable to do so, please inform Staff.

All membership applications must be approved by the SERC.

Also, please find attached the Statewide Occupational Category Listing.

Attachment 14: LEPC Membership by Occupational Category

No Action Required

Local Emergency Planning Committees Occupational Categories

* Indicates request for expansion

Top Row = Current Total

Bottom Row = Total Previously Approved

| DISTRICT | D1 | D2 | D3 | D4 | D5 | D6 | D7 | D8 | D9 | D10 | D11 | TOTAL |
|-----------------------------------|------|----|----|----|----|------|----|----|----|-----|-----|-------|
| Elected State and Local Officials | 0 | 1 | 1 | 0 | 1 | 1 | 0 | 0 | 1 | 0 | 0 | 5 |
| | 0 | 1 | 1 | 0 | 1 | 1 | 0 | 0 | 1 | 0 | 0 | 5 |
| Emergency Management | 8 | 8 | 8 | 4 | 4 | 11 * | 5 | 4 | 8 | 6 | 5 | 71 |
| | 8 | 8 | 8 | 4 | 5 | 10 | 5 | 4 | 8 | 6 | 5 | 71 |
| Firefighting | 5 | 2 | 4 | 7 | 9 | 7 | 4 | 4 | 9 | 5 | 3 | 59 |
| | 5 | 2 | 4 | 7 | 10 | 7 | 4 | 4 | 9 | 7 | 4 | 63 |
| First Aid | 0 | 2 | 1 | 0 | 1 | 1 | 0 | 3 | 6 | 0 | 0 | 14 |
| | 0 | 2 | 1 | 0 | 3 | 1 | 0 | 3 | 6 | 0 | 0 | 16 |
| Health | 1 | 4 | 3 | 1 | 3 | 1 | 4 | 3 | 1 | 4 | 2 | 27 |
| | 1 | 4 | 3 | 1 | 3 | 1 | 4 | 3 | 1 | 4 | 3 | 28 |
| Law Enforcement | 3 | 2 | 1 | 2 | 2 | 2 | 2 | 2 | 3 | 3 | 3 | 25 |
| | 3 | 3 | 1 | 2 | 2 | 2 | 1 | 2 | 3 | 3 | 3 | 25 |
| Local Environmental | 3 | 3 | 3 | 4 | 3 | 3 | 3 | 3 | 4 | 3 | 5 | 37 |
| | 2 | 3 | 3 | 4 | 4 | 3 | 3 | 3 | 4 | 3 | 5 | 37 |
| Hospital | 1 | 1 | 1 | 2 | 2 | 2 | 1 | 1 | 4 | 0 | 1 | 16 |
| | 1 | 1 | 1 | 2 | 2 | 2 | 1 | 1 | 4 | 0 | 1 | 16 |
| Transportation | 0 | 2 | 3 | 2 | 1 | 1 | 0 | 4 | 0 | 1 | 1 | 15 |
| | 0 | 2 | 3 | 2 | 1 | 1 | 0 | 4 | 0 | 1 | 1 | 15 |
| Broadcast and Print Media | 0 | 0 | 2 | 0 | 0 | 1 | 0 | 1 | 0 | 0 | 0 | 4 |
| | 0 | 0 | 2 | 0 | 0 | 1 | 0 | 1 | 0 | 0 | 0 | 4 |
| Community Groups | 1 | 1 | 1 | 0 | 0 | 1 | 0 | 3 | 0 | 0 | 0 | 7 |
| | 1 | 1 | 1 | 0 | 0 | 1 | 0 | 3 | 0 | 1 | 0 | 8 |
| Facility Owners and Operators | 5 | 2 | 6 | 3 | 4 | 8 * | 6 | 4 | 5 | 4 | 6 | 53 |
| | 5 | 2 | 6 | 3 | 4 | 7 | 5 | 4 | 5 | 4 | 5 | 50 |
| Non-Elected Local Official | 0 | 0 | 2 | 1 | 1 | 1 | 0 | 2 | 0 | 1 | 1 | 9 |
| | 0 | 0 | 2 | 1 | 1 | 1 | 0 | 2 | 0 | 1 | 1 | 9 |
| Interested Citizen | 4 | 0 | 1 | 2 | 5 | 1 | 2 | 4 | 4 | 4 | 4 | 31 |
| | 4 | 0 | 1 | 1 | 5 | 1 | 2 | 4 | 4 | 5 | 4 | 31 |
| Water Management District | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 2 |
| | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 2 |
| Local Option | 0 | 0 | 1 | 0 | 0 | 0 | 2 | 1 | 1 | 0 | 0 | 5 |
| | 0 | 0 | 1 | 0 | 0 | 0 | 1 | 1 | 1 | 0 | 0 | 4 |
| TOTAL MEMBERS | 31 * | 28 | 39 | 28 | 36 | 41 * | 29 | 40 | 46 | 31 | 31 | 380 |
| | 30 | 29 | 39 | 27 | 41 | 39 | 26 | 40 | 46 | 35 | 32 | 384 |

Effective Dec 6, 2011

MEMORANDUM

DATE: February 8, 2012
TO: Local Emergency Planning Committee
FROM: Eric Anderson, Staff
RE: Haz-Matters

Attached is the Haz-Matters submitted for LEPC District IV for the last Quarter. This is a recap of the last quarter's activities.

Attachment 15: Haz-Matters for SERC, January, 2012

Responding to Chemicals Transported in Your County.” In January 2012, the LEPC is offering the 160 hour International Association of Fire Fighters Hazardous Materials Technician class in Bell.

The LEPC has 326 facilities on its master Tier 2 facility list. The Quality Control review indicated that 8% contained minor errors and 6% contained major errors. *Florida HMIS* was used to submit 14% of the Tier 2 forms and the U.S. EPA software *Tier 2 Submit* for an additional 5%. *Tier 2 Submit* had the least number of errors due to built-in error checking. Facilities are contacted regarding correcting their errors, supplying missing forms and being invited to upcoming How-to-Comply seminars. It is anticipated that Hazardous Waste How-to-Comply information will be presented after the EPCRA How-to-Comply seminars.

On November 22, 2011, the LEPC conducted a conference call to develop comments on the U.S. Department of Homeland Security proposed rule on an Ammonium Nitrate Security Program. The LEPC concluded that greater security can be achieved through local, regional and state efforts rather than the creation of a complex and expensive federal registration program to check if an estimated 75,000 farmers are contained in the Federal Terrorist Database. A second conclusion concerned that proposed rule’s treatment of low concentration ammonium nitrate blends that may result in a number of additional facilities being regulated which likely pose a minimal threat as a potential source of explosive materials.

Staff activities include providing administrative support to the LEPC, scheduling and teaching hazmat classes, and using CAMEO to update hazards analyses for seven counties. Staff continues to provide administrative support for the North Central Florida Regional Hazardous Materials Response Team. Staff assisted with a Communications Technician class held in Gainesville, as well as a Florida Interoperability Network Workshop conducted in Altamonte Springs. Staff helped plan, conduct and evaluate an interoperable communications exercise held for the Florida National Guard. This November exercise was facilitated by staff from seven additional regional planning councils.

Staff assisted with preparing Exercise Plans and a Controller/Evaluator Handbook for an upcoming Joint RDSTF Regions 2 and 3 interoperable communications exercise: Operation CARS (Communicating Across Regions and States). It is anticipated that the 2012 LEPC full-scale exercise will be conducted at the Fort White central location of this multi-county, multi-state exercise.

The North Central Florida Regional Hazardous Materials Response Team will hold a meeting at the same location, following the LEPC meeting and lunch. Items to be discussed include participation in the upcoming LEPC exercise and promoting hazmat training classes.

LEPC District 4

Northeast Florida Regional Council

Baker, Clay, Duval, Flagler, Nassau, Putnam and St. Johns Counties

November 2011

The previous District IV Local Emergency Planning Committee meeting was held on November 9th, 2011 at the Northeast Florida Regional Council offices located at 6850 Belfort Oaks Place, Jacksonville, FL 32216.

HMEP
Conducted Training

Offensive LP/NG Leak Control, St. Augustine, FL – September 14 – 16: This was a 12-hour training course, with 4 hours online with a day at First Coast Technical College. Students split the day between in-class lecture and an outdoor, hands-on component using live products of natural gas and propane. Response Technologies provided their training services during this 3 consecutive day course. Students were supervised by instructors in a safe learning environment to learn tactics and strategies, as well as various tools and equipment to safely mitigate leaks in the controlled environment.

Upcoming Training

The Training Committee is in the process of finalizing the 2011-2013 Training and Exercise Plan. The initial plan was created last year. The Committee met on October 3rd in Orange Park to discuss training needs and deficiencies for the District. The plan is used to formulate the LEPC's long-range plans for identified training needs over the next three years. The intent of the plan is not to be a rigid structure, but to allow Staff to coordinate the items necessary to conduct a training regimen consistent with the training needs and wants of first responders in the region.

Please note, items in **bold** have been scheduled; *italicized* items are tentative.

| Training | Dates | Hours | Location |
|---|--------------------------------|-----------------|------------------------------------|
| E-Plan Conference | October 26-27 | 12 hours | Charlotte, NC |
| <i>Clandestine Drug Lab Awareness</i> | <i>Fall, 2011</i> | <i>8 hours</i> | <i>TBD</i> |
| <i>Clandestine Drug Lab Operational</i> | <i>Fall, 2011</i> | <i>16 hours</i> | <i>TBD</i> |
| <i>Chemical Suicide Workshop</i> | <i>Fall, 2011/Winter 2012</i> | <i>3 hours</i> | <i>TBD</i> |
| <i>Incident Command Systems</i> | <i>Fall, 2011/Winter, 2012</i> | <i>40 hours</i> | <i>Orange Park Fire Department</i> |
| <i>HazMat Competency Check Off</i> | <i>Winter, 2012</i> | <i>8 hours</i> | <i>TBD</i> |
| <i>Tank Truck 101</i> | <i>Spring 2012</i> | <i>8 hours</i> | <i>TBD</i> |
| <i>International HazMat Conference</i> | <i>Spring, 2012</i> | <i>35 hours</i> | <i>Baltimore, MD</i> |
| <i>Air Metering Proficiency</i> | <i>Spring 2012</i> | <i>8 hours</i> | <i>TBD</i> |
| <i>Ammonia Leak Control</i> | <i>Summer, 2012</i> | <i>8 hours</i> | <i>TBD</i> |
| <i>IAFF HazMat Tech Train-the-Trainer</i> | <i>Summer, 2012</i> | <i>40 hours</i> | <i>TBD</i> |

Planning

Option 2: Quality Control of Submitted Tier II Information - With the advent of the electronic submission, like E-Plan and FL HMIS, it is important to ensure that correct information is being transferred amongst these databases. Staff will begin the Quality Control review with each county's Section 302 facilities to ensure that those facilities that contain the worst of the worst are correct. Staff will then move to the 311/312 sites. All facilities with 4 or more errors will be contacted to inform them of the status their Tier II Chemical Inventory. All facilities will then be invited for a series of How-To-Comply Workshops scheduled for January 11-13, 2012.

Additional

There has been a change in staff at the Northeast Florida Regional Council (NEFRC) and LEPC District IV. Jason Taylor left at the beginning of November. His position will be filled by the end of the year, in advance of the January SERC meeting. As of now, Beth Payne, Senior Regional Planner with NEFRC is the point of contact.

LEPC District 5

Withlacoochee Regional Planning Council

Citrus, Hernando, Levy, Marion and Sumter Counties

During the quarter, staff from the Withlacoochee Regional Planning Council (WRPC) attended meetings in Tallahassee on October 6th and 7th 2011. The regular quarterly LEPC Training Committee meeting was held prior to the LEPC meeting on October 19th. The training committee continued to accept new training needs and requests for this upcoming funding cycle.

The LEPC will hold its biennial exercise this year. The exercise committee has formed and submitted a scenario to the state for approval. Staff is working together to ensure this scenario will meet the needs of both the HMEP and LEPC contracts. This exercise has been entered into the NEXS system and been approved. Future meetings are scheduled for the Initial Planning Conference on January 12, the Final Planning Conference on February 22 and an exercise date of March 23. Funding for this exercise will be shared among the SWFWMD and the LEPC and HEMP contracts.

The exercise will have participation from Southwest Florida Water Management District (SWFWMD), Citrus County Emergency Management, Levy County Emergency Management various county departments. Other community participants will be brought on board as the planning and exercise needs are developed.

Training requests received this quarter are for a Risk Based response Course. This eight hour presentation is scheduled for Monday January 30, 2012 and will be held in Ocala. Upcoming training may include meth lab awareness, HazMedic, HAZWOPER and road way safety courses.

Questions regarding the above may be directed to Michael Arnold at (352) 732-1315, extension 228 or via email at MArnold@wrpc.cc.

LEPC District 6

East Central Florida Regional Planning Council

Brevard, Lake, Orange, Osceola, Seminole and Volusia Counties

The District VI Local Emergency Planning Committee (LEPC) meeting was held October 21, 2011 at the East Central Florida Regional Planning Council. The Training sub-committee met immediately before the LEPC meeting.

HMEP Training

Recent trainings have included:

- HAZWOPER 8-hour refresher-October 3, 2011

Local upcoming training opportunities include:

- HazMatIQ First Responder Offensive - January 26th, 2012

MEMORANDUM

DATE: February 8, 2012
TO: Local Emergency Planning Committee
FROM: Jason Taylor, Staff
RE: Next Meeting; Future LEPC Meeting Dates; Adjournment

The next LEPC meeting for District IV will be on Wednesday, May 9th, 2012 at 10:00 A.M.

The following dates are projected LEPC Quarterly Meetings for 2011 - 2012 and may be subject to change:

| | |
|---|----------|
| August 8, 2012 (Location NEFRC or TBA) | 10:00 AM |
| November 14, 2012 (Location NEFRC or TBA) | 10:00 AM |
| February 13, 2013 (Location NEFRC or TBA) | 10:00 AM |
| May 8, 2013 (Location NEFRC or TBA) | 10:00 AM |

***Action Required**