



Northeast Florida
Local Emergency Planning Committee

Wednesday, August 13, 2014
10:00 a.m.



MINUTES

A meeting of the District IV Local Emergency Planning Committee was held on Wednesday, August 13, 2014, at 10:00 a.m., at the Northeast Florida Regional Council, 6850 Belfort Oaks Place, Jacksonville, Florida. Chair Richard Knoff called the meeting to order with the following members:

Present

Henry Bonar – Facility Owner
Morrison Braren – Non-Elected Local Official
Terry Carr – Environmental
Sandi Courson – Health
Paul Crist – Transportation
Bill Decker – Environmental
David Dunkley for Roger Studenski - Transportation
Chief Lenny Ensalaco - Firefighting
Matthew Harris for Gracie Kennedy – Local
Environmental
Chief Richard Knoff – Firefighting
Ronald Lendvay – Law Enforcement
Traci Masau – Emergency Management
Tenneth Minor – Firefighting
Brian Mitzel for Chief Joel Sneed – Firefighting
James Murphy – Community Group
Beverly Pitts – Facility Operator
Ken Wilkey – Facility Owner

Excused

George Faucher, Jr. – Firefighting
Gerry Gividen – Interested Citizen
Ben Huron – Local Environmental
William Lord – Facility Owner
Steve Millican – Emergency Management
John Ward – Emergency Management

Absent

Chief Michael Bazanos – Firefighting
Sheriff Joey Dobson – Law Enforcement
Quin Romay – Emergency Management
Lt. John Scott, III – Firefighting
Chief Harvey Silcox – Firefighting

Guests: Julius Rinosa, FDOT; Alex Sease, Westway; Frank Bernhard, DHS; Alison Allwine, Mitch Snead, Florida Air National Guard

Staff Present: Eric Anderson and Angie Carnley

Chair Knoff called the meeting to order and led the Pledge of Allegiance. He then requested a roll call, which confirmed a quorum. The Chairperson extended a welcome to the guests, and asked them to introduce themselves. Chief Knoff then called attention to the new members list and welcomed new and alternate members for the current 2-year cycle.

***APPROVAL OF MINUTES**

Chair Knoff called for a motion to approve the May 2014 minutes. A motion to approve was made by Bill Decker, seconded by Terry Carr. The motion carried unanimously.

CURRENT BUSINESS

Hazardous Material Emergency Preparedness (HMEP) Grant: Mr. Anderson explained the LEPC receives grant funding for hazardous material emergency preparedness in two forms: a planning function, and a training function. The planning function allocates approximately \$20,000 annually for a planning project. This year, the LEPC will piggyback off last year's tabletop exercise into a full-scale or functional exercise, demonstrating what was learned from the tabletop exercise. Work has not begun on this project at this time due to the delay in receiving the HMEP Grant contract. Once funds are received, work will begin on this project. One-quarter of the total amount of the contract must be expended in the first quarter of the contract year. There is a formal process involved in planning an exercise, and a copy of the guidelines was included in the meeting packet.

Chief Knoff asked if a decision had been made on where to hold this year's exercise. Mr. Anderson explained that although last year's exercise was held in St. Johns County, this year's location was dependent upon the railways and our ability to obtain props. Terry Carr asked if a decision had been made about when the exercise would be held. Mr. Anderson replied that no decision had been made at this time, but it was expected the exercise would be held in April.

Annual Hazardous Materials Symposium Update: Chief Knoff explained Lt. Lamm was in class and unable to attend today's meeting, but that the Fire Rescue East Training Symposium scheduled for January is on track and on schedule. Mr. Anderson commented that we sent 30+ people to this symposium each of the last two years, and we are planning to send this same number again this year.

Mr. Anderson explained that generally, the State is moving to a methodology for developing Training & Exercise Plans (TEPs). Every year, agencies and organizations are required to submit a Training & Exercise Plan at the local level, which is sent to the County and then to the State. What the State has found is that once the required documents are received at the State level, a lot of the information on wants and needs is lost or muddled. The new process will identify and document training or exercise gaps in a specific community, then the LEPC will develop individual profiles for each county. This process of identification will begin in November and finish in February or March 2015. Upon completion, we should have a workable 3-year calendar. Chief Knoff commented the Training Subcommittee has been working to develop a 3-year training calendar for community needs in our region.

Hazards Analysis Update: Mr. Anderson explained we would now have two different types of hazards analysis: hazards analysis site visits and hazards analysis review. Site visits are conducted annually by Regional Council staff to review and verify information on the Tier II inventory reports, including quantities, storage containers, and general compliance issues. Currently, completed reports are sent to the State for review. The State has decided to delegate these reviews to the Regional Councils as a quicker, more efficient, more personable process. A Scope of Work has been negotiated between the State and various Regional Councils and LEPCs, the only sticking point being the necessary funding. Within the next year, a sub-body of the LEPC will be required to review the site visits results, as well as create vulnerability maps and transportation routes, and send this information to the State for oversight. Chief

Knoff clarified that the Counties would submit HAs to the LEPCs for sign-off. Mr. Carr asked if the LEPC would have their reports reviewed by the LEPC. Mr. Anderson responded that it would be possible to swap report reviews with an adjacent LEPC for independent verification. Mr. Anderson further commented that this process was purely speculation until the financial details were resolved.

Chief Knoff announced that included in the meeting packet is the current list of facilities that require 302 reporting. Mr. Anderson added these facilities have extremely hazardous substances, those that may cause serious harm to people or the environment. These facilities are visited on a rotating 2-year basis. Each year, half of the facilities are visited for site inspections. A new stipulation in the contract this year allows Counties to pick which 50% of facilities are visited in any given year. If the County determines a facility is more high-risk or has higher quantities of listed substances, it would be possible to have that facility inspected every year instead of every two years. Chief Knoff asked members to review the list for facilities in their County, and notify Mr. Anderson of any mistakes or omissions.

Training Task Force Update: Mr. Anderson informed members that this year's task force focused on the development of the 3rd Annual Hazardous Materials Symposium. He further added that Lt. Lamm would provide more information on the event at the LEPC meeting in November. The Training Task Force is developing a statewide newsletter to provide information on training that is taking place statewide. Mr. Anderson said we currently have a quarterly report called HazMatters, which identifies activities in our Region, but that the training portion of this report will be culled.

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

Mr. Anderson further stated he would be reviewing Presidential Executive Order 13650, which is a result of the West, Texas fertilizer plant explosion. The Committee will review recommendations from this report, many of which are already considered best practices in Florida.

Mr. Anderson announced that some agencies and organizations now have the ability to review manifests for train shipments traveling through our Region. Mr. Anderson reported he plans to contact CSX to invite them to present to the Committee on this subject. In the event of an accident resulting in a spill, first responders will be able to obtain information quickly on what is being transported.

REPORTS

Treasurer's Report: Chief Knoff reported there is currently \$548 in the LEPC account.

Hazardous Materials Release Report – Mr. Anderson said the most notable release investigation concerns the accidental release of a large quantity of mercury. During general maintenance activities, 12-lbs of mercury were spilled by workers, resulting in the largest mercury spill in the State. Staff is currently working with the hospital on compliance and safety issues.

Transportation incidents involving evacuations, injuries, or deaths included small fuel spills due to accidents, and one fatality in Putnam County associated with an airplane crash.

OTHER

Proposed Rulemaking for the Safe Transportation of Crude Oil and Flammable Liquids: Mr. Anderson advised this rule was spawned from the Bakken oils flammability and explosive hazards, and ethanol. We have had a large number of ethanol spills in the State in the last several years. Chief Knoff asked Ms. Tenneth Minor if the City of Jacksonville has a procedure in place for ethanol spills. Ms. Minor advised she believes this is so. Chief Knoff asked Ms. Minor to research this issue, and if the City does have a plan for ethanol spills, to forward that to Mr. Anderson to be used as a template for other Counties in the Region. Mr. Anderson further stated it has been recommended that the DOT-111 large railcars be upgraded for safety.

Presidential Executive Order 13650: Mr. Anderson reviewed Executive Order 13650, which is intended to improve chemical facility safety and security. An executive summary and fact sheet was included in the meeting packet. Please contact Mr. Anderson for further information.

Chemical Facility Anti-Terrorism Standards (CFATS): Mr. Anderson introduced Frank Bernhard from the Department of Homeland Security, who presented a brief overview on Chemical Facility Anti-Terrorism Standards. Mr. Bernhard spoke extensively on Risk, Risk-based Performance Standards, and Facility Tiers.

Thomas Yatabe Award Nominations: Chief Knoff announced the Yatabe Award Nominations are due by the end of August. Please send all nominations to Mr. Anderson.

Committee Comments: Mr. Carr thanked Mr. Anderson for passing on information on the Incident Planned System training provided last week, the ICS-320 training. Mr. Carr commented that while there were some area emergency responders in attendance, he felt attendance could be boosted.

Next Meeting – Chair Knoff announced the next quarterly meeting is scheduled for November 12, 2014 at the Northeast Regional Planning Council, 6850 Belfort Oaks Place, Jacksonville, Florida 32216.

ADJOURNMENT

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