



**Northeast Florida
Local Emergency Planning Committee**

Wednesday, November 12, 2014
10:00 a.m.



MINUTES

A meeting of the District IV Local Emergency Planning Committee was held on Wednesday, November 12, 2014, at 10:10 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

Chief Michael Bazanos – Firefighting (arrived late)
Henry Bonar – Facility Owner (arrived late)
Bill Decker – Environmental
George Faucher, Jr. – Firefighting
Gerry Gividen – Interested Citizen
Gracie Kennedy – Local Environmental
Chief Richard Knoff – Firefighting
Steve Millican – Emergency Management
James Murphy – Community Group
John Ward – Emergency Management

Alternate

Jonathan Lamm - Firefighting

Excused

Morrison Braren – Non-Elected Local Official
Paul Crist – Transportation
Sandi Courson – Health
Ben Huron – Local Environmental
Ronald Lendvay – Law Enforcement
William Lord – Facility Owner
Tenneth Minor – Firefighting
Chief Joel Sneed – Firefighting
Roger Studenski - Transportation
Ken Wilkey – Facility Owner

Absent

Terry Carr – Environmental
Sheriff Joey Dobson – Law Enforcement
Chief Lenny Ensalaco - Firefighting
Traci Masau – Emergency Management
Beverly Pitts – Facility Operator
Quin Romay – Emergency Management
Lt. John Scott, III – Firefighting
Chief Harvey Silcox – Firefighting

Guests: Alex Sease, Mitch Snead, Florida Air National Guard; Trent Rogers, Emergency Management for Marine Corp Support Facilities, Blount Island; Al Sandrik, National Weather Service Jacksonville; Russell Lloyd, JSO Bomb Squad; John McFall, CSX

Staff Present: Sheron Forde, Elizabeth Payne and Brian Teeple

Chair Knoff called the meeting to order and led the Pledge of Allegiance. He then requested all in attendance to introduce themselves, which revealed there were eight voting members present resulting in a lack of quorum. The Chairperson welcomed to everyone to the meeting. He informed the Members that Mr. Eric Anderson was unable to attend due to illness and that Ms. Elizabeth Payne is attending in his stead.

***APPROVAL OF MINUTES**

Chair Knoff stated that due to the lack of a quorum, approval of the Minutes will be carried over to the next meeting.

CURRENT BUSINESS

Chair Knoff informed the Members that the Training Subcommittee meeting scheduled to immediately follow this meeting is cancelled due to both Mr. Anderson and Chief Silcox being absent. The meeting will be rescheduled with a date to be determined.

Hazardous Material Emergency Preparedness (HMEP) Grant: Chair Knoff stated that the HMEP grant planning for this year is broken up into two phases and that LEPC is currently awaiting the second phase contract from DEM. He stated that a meeting has been scheduled in Gainesville in December and staff will provide an overview of the changes of the grant and have expectations from DEM LEPC sub-recipients of the grant. Chief Knoff stated that the project this LEPC is planning on doing this year is the Hazmat Planning Project on transportation related issues. The goal is to take the lessons learned from the St. Johns County exercise and do a functional exercise.

Mr. Gividen inquired if anyone know when a decision would be made on the funding. Ms. Payne stated that she believes it's the standard set of funding, they just split it the contract this year so we will be getting the same amount of funds. Mr. Gividen stated that we can't move forward until the funds are received so that may delay the project. Chair Knoff stated that we are still going to proceed with planning the project, even though the date for the project has not yet been set; planning will proceed to expend the funds.

Annual Hazardous Materials Symposium Update: Lt. Lamm provided an update on the HazMat Symposium scheduled for January 21st – 24th and stated that a list of classes is provided in the agenda packets. He stated that the HazMat competition is going better than anticipated; last year there were three teams, this year there are more than 14 teams expressing interest in competing. The competition will begin that Wednesday and hosted by an 8-hour U.S. Coast Guard Intro to Oil Spill Response course. Thursday is a full day of both hands-on and classroom instruction at the Volusia County Training Center. He stated that Volusia County has donated their training site for the hands-n training. Lt. Lamm also stated that they have attained a semi-tractor trailer; a 306 and a 302 dome car provided on behalf of TRANSCAER that will be part of the props given to Volusia County for use at our disposal anytime. Friday will be half day of classes in the morning and after lunch the participants will be allowed to attend the product showcase at Fire Rescue East. He stated that this year's turn out is progressively growing. Lt. Lamm stated that the only change is that their Planning Section Chief has stepped down due to health issues. However, they have already filled the position as the person was already training with him. Lt. Lamm asked the Members to keep Lee Newsome with EREC in their thoughts and prayers.

Mr. Ward inquired if there was any need for sponsors this year. Lt. Lamm stated that they are always looking for sponsors. He stated that Jennifer Hobbs is coordinating the sponsors this year; they have tapped in to their sponsors of last year and have already received a couple of new ones this year. Lt. Lamm asked the Members if they know of anyone wanting to be a sponsor to let him know. Mr. Gividen inquired how many people are on a team. Lt. Lamm stated the teams will consist of four persons each. He also stated that the Coast Guard will be sending their HazMat Response team as well as both of the CS teams all want to compete. Therefore it's not just Fire Department teams in the competition; the private

industry is also welcomed if they have a team and want to take part. Mr. Gividen inquired what the competition would be like. Lt. Lamm stated that it is based on several different levels, such as patching of actual product coming out of a pipeline using the A, B and C kits; they will be graded on some metering techniques, etc.

Training Grant & New Training Opportunities: Chair Knoff stated that the eight-hour HazMat Incident Commander – Street Level Command and Control course was conducted in Clay County on November 10th and is being conducted today, November 12th in St. Johns County. Mr. Faucher provided an overview of the course stating that is very good for any first response personnel, law enforcement or fire rescue. It was very good training.

Upcoming Opportunities: Chair Knoff stated that, based on the Prospective Training Courses flyer, the target is 30 people to fund for entry in the HazMat Symposium in January. Chair Knoff stated that the other courses are things for discussion in the Training Subcommittee meeting when that is rescheduled.

Hazards Analysis Update: Chief Knoff stated that Mr. Anderson has provided information identifying the site visits in each of the counties that he has completed, totaling 153 sites. Ms. Payne pointed out that Mr. Anderson does not do site visits in Duval and Flagler counties, but he included them in the list as a reference and that these are State facilities in the contract. Ms. Payne informed the Members that Mr. Anderson will begin his visits this month and hopes to have them completed by January. Chair Knoff noted that, in looking through the lists, there are a lot of battery storage sites for sulfuric acid such as the Home Depot and AT&T type facilities. The other sulfuric acids are at water treatment plants.

Mr. Gividen asked if these include transportation facilities. Chair Knoff responded that the permanent facilities would be included. Mr. Gividen stated that for transportation it is usually called incidental transportation, it's not called storage event though it's there for a few days to a week at a time. He inquired if there is no longer a requirement to put plans out for these in the event of a potential spill. Ms. Payne stated that the sites visited are fixed facilities only. Chair Knoff called on Mr. Trent Rogers, a representative from Blount Island, and asked if he had any insight into this. Mr. Rogers said he could not as that was one of his questions as he did not see the military listed in the report and they do store some chemicals such as sulfuric acid and other chemicals. Mr. Millican stated that they fall under the federal reporting and have been working with Mr. Anderson on that. He stated that they do not go into the E-Plan, they do a bulk reporting of what they have within their fence line. It's broken down by type and how much, but not by the individual, where it is and what facility. Mr. Rogers stated that their facility is listed in the E-plan and one of the storage facilities on Blount Island, Goodrich, is in this list, but the actual storage for the emergency side of the house is not even though they submit a Tier 2 report to the State every year. However, Chair Knoff stated that he is not sure that the military falls under the State reporting process, but will refer this to Mr. Anderson ask him to provide an explanation via email to everyone.

Training Task Force Meeting: Chair Knoff stated that Chief Murphy attended the U.S. Coast Guard and Local HazMat Team Integration for offshore response to oil spills. As this meeting just occurred, there is no feedback available. However, the Chair stated that in the HazMat Team Capabilities Assessment, the State Fire Marshall was doing voluntary onsite assessments of the 20 funded State teams; Clay County's assessment was done the week of November 3rd. This was a follow up to get confirmation of what the self-assessment was to ensure that the scores align with each other.

LEPC Chair/Staff Meeting: Chair Knoff stated that the information is provided for the Members information. He stated that at this meeting the review of the updated hazard analysis, contract language and expectations that this is an ongoing process with DEM.

Chair Knoff stated that the next meeting for the LEPC Chair/Staff and the Training Task Force is scheduled for January 20, 2015 and the SERC meeting on January 21, 2015. The meetings will take place in Daytona Beach at Fire Rescue East. He encouraged the Members to try and attend the meetings.

SERC Meeting: Chair Knoff stated that the SERC meeting agenda is provided. He highlighted some of the Committee's activities during this meeting such as appointed new members of the LEPCs, approval of the LEPC plans and the Thomas Yatabe award nominations were discussed.

REPORTS

Treasurer's Report: Chair Knoff reported there is currently \$548 in the LEPC account. He stated that he would proposed to the Training Subcommittee meeting, when they meet, that if there are members from our District that exceed the 30 that is planned for the HazMat Symposium, that we look at using that money for that purpose. Chair Knoff stated that this money has been in the LEPC Account for almost 20 years from a mitigation fine that was issued that we benefited to use that money for training in our District. This may be an opportunity for us to utilize that money if there are more people than we can fund going to the Symposium.

Chair Knoff stated since the committee will not meet again until after the Symposium, he would like to ask the Committee, if they are in favor of doing that, for a motion to allow the LEPC to use that money for that purpose if we exceed the threshold of the 30 members to attend. Chair Knoff stated that the Committee now has a quorum at this time.

Chair Knoff called for a motion. Mr. Faucher made the motion to utilize the CD funds to supplement members to attend training at the HazMat Symposium at Fire Rescue East; seconded by Mr. Decker.

Mr. Ward inquired if the goal is to bring the CD down to zero balance? Chair Knoff stated that the goal is to use the CD for training for the District. Mr. Ward further inquired if training is the only thing it could be used for and not needs later on; that it's just a training fund. Chair Knoff affirmed that it is. Mr. Bonar confirmed that the money was designated for training. Mr. Gividen asked if this would only be used after other monies have been exhausted. Chair Knoff said yes; the HMEP funds utilized for training must be spent annually, whereas the CD monies they did not.

Chair Knoff called for a voice vote on the motion on the floor. The motion carried unanimously.

Hazardous Materials Release Report – Chair Knoff allowed the Members a few minutes to review the report and stated that tables are by region and the graphs are the regular quarterly graphs and reports of hazardous materials incidents.

Mr. Gividen noted that the report shows that we have the lowest number of reported incidents since 2001 and inquired if that is due to fewer incidents or because we're reporting less. If we don't know, he suggests that we try to figure out a way to determine what's happening. If it's a lack of reporting, maybe some action is needed. If it's just that there is less incidents, that's good. Chief Knoff stated that this is

information that goes to the State Warning Point. It was also noted that the information provided is for a partial year. Mr. Gividen suggest that, for future reference, at some point we double check on what's going on when we see trends like that, if we're not already doing it.

OTHER

CSB Recommended Changes to the Emergency Response Guidebook: Ms. Payne stated that Mr. Anderson wanted to bring this to the Members attention that this is an issue. There are many differences in the reason why people actually use the manual; some use it for purposes it was not intended. This is just taking a look with some suggestions and recommendations on how to change that, maybe bridge the gap for this document to be more useful for all purposes and for all people.

Lt. Lamm stated that a lot of this was brought about by the West, Texas explosion, which caused the U.S. Safety Chemical Board to look into ERGs and how responders are using them and if they know the difference to use them on fixed facilities or transportation facilities. Chair Knoff stated that he believes the responders guide to using this book at fixed facilities is for very small quantity leaks in containers, not for large storage facilities of containers like in West, Texas. He said this goes back to Mr. Anderson doing the site visits and partnering with first responders so they can see what the hazards are in their response area and to better pre-plan with the facility when they leak, spill or potential explosion that could occur, what the safe evacuation distances are and what the isolation distances would be for the safety of the responders and the public. Ms. Kennedy stated that this information should be in the facilities' contingency plan. Chair Knoff stated that in the metropolitan/suburban areas with career fire services, they are more apt to be going to those facilities to review pre-plans and response plans for the facility but not so much in the rural areas where you have volunteer fire departments. He hopes partnerships can be formed with some of the VFDs to ensure someone goes with Mr. Anderson on those site visits.

Chair Knoff said that Mr. Anderson would only be going to facilities that already do reports; he would have no way of knowing what facilities are not reporting. Mr. Gividen stated that if the Fire Department, for example, happen to see something with concern, there should be some process to alert a need for further review. Lt. Lamm stated that they are currently doing this and when situations are noticed they contact Mr. Anderson to make a visit and help educate folks on how /what to report. Mr. Gividen stated he would like to have a process to get the information to Mr. Anderson so he can follow up. Chair Knoff stated that he believes the process is already in place; they can report it to the State Watch Office or to the local Department of Environmental Protection because Mr. Anderson does not have any enforcement powers.

Presentation on CSX Operation Respond, Mobile Web tool for HazMat Responders: Mr. John McFall, Emergency Planning and Coordination Manager for CSX, provided a handout and presentation on CSX's Operation Respond Mobile Web tool which allows authorized users to view the contents of individual train cars as they pass through their counties. Anyone needing authorization to access this tool must send a request to him. He stated that all requests are verified by CSX via a phone call to the Chief. A brief discussion followed. *This presentation will be posted to the Council website under the LEPC meetings following the meeting.*

National Weather Service Update: Mr. Al Sandrik, National Weather Service Jacksonville, provided an update on the storm surge tool, an online series of storm surge maps for the entire Gulf of Mexico and Atlantic seaboard of the U.S.

Next Meeting – Chair Knoff announced the next quarterly meeting is scheduled for February 11, 2015 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 11:15 am.