



**Northeast Florida  
Local Emergency Planning Committee**  
Tuesday, November 12, 2013



10:00 a.m.

## MINUTES

A meeting of the District IV Local Emergency Planning Committee was held on Tuesday, November 12, 2013, 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

Morrison Braren – Facility Owner  
Henry Bonar – Facility Owner  
Sandi Courson – Health  
David Dunkley - Transportation  
Lenny Ensalaco - Firefighting  
Adam Faircloth – Law Enforcement  
Gerry Gividen – Interested Citizen  
John Ward – Emergency Management  
Gracie Kennedy – Local Environmental  
Kari Reno – Interested Citizen  
William Lord – Facility Owner  
James Murphy – Community Group  
Charles Johnson - Firefighting  
Chief Richard Knoff – Firefighting  
Jonathan Lamm - Firefighting  
Steven Millican – Emergency Management  
James Murphy – Community Group  
John Russell – Environmental  
Harvey Silcox – Firefighting  
Michelle Sanders – Transportation  
Chief Joel Sneed – Firefighting  
Roger Studenski – Transportation  
Ken Wilkey – Facility Owner  
Kyle Williamson - Firefighting

### Excused

Chief Michael Bazanos – Firefighting  
Bill Decker – Environmental  
George Faucher, Jr. – Firefighting

### Absent

Terry Carr – Environmental  
Quin Romay – Emergency Management  
Andy Sikes – Hospital  
Brad Elias – Health  
Chief Mike Williams – Law Enforcement  
Lt. John Scott, III – Firefighting

**Guests:** Tom Bergman, Oklahoma LEPC  
Al Sandrick, National Weather Service  
Mitch Snead, Florida Air National Guard  
Tina Hitchcock, Putnam County  
Anthony Gedris, Putnam County  
Alex Sease, Westway Terminal Company  
Brian Teeple, NEFRC

**Staff Present:** Eric Anderson and Bonnie Magee

Chair Knoff called the meeting to order and led the pledge allegiance to the flag. He then requested a roll call, which confirmed a quorum. The Chairperson then asked the guests to introduce themselves and he extended a special welcome to the guests. Chair Knoff then introduced new members who had been approved by the SERC: Engineer Charles Johnson from JFRD, and Kyle Williamson from Orange Park who will be an alternate for Chief Silcox.

### **\*APPROVAL OF MINUTES**

**Chair Knoff called for a motion to approve the August, 2013 minutes. A motion to approve was made by Lt. Lamm, seconded by Chief Silcox. The motion carried unanimously.**

### **OLD BUSINESS**

**Hazardous Material Emergency Preparedness (HMEP) Grant:** Mr. Anderson said that the Planning Funds will be used on a train derailment exercise in St. Augustine, which will be coordinated by Chief Sneed, who has been working on a report on the probability of such an accident in his area. Chief Sneed said this exercise is based on the fact that there is a possibility of such an accident, given the amount of train activity in his area. Mr. Anderson said there will be a more in depth discussion on the exercise at the next LEPC meeting.

**Training Updates:** Mr. Anderson said there have been three different classes during the last quarter, which were attended by almost 100 people. The Compressed Gases course was very popular and we are going to give a second portion of this class. CAMEO classes will be held here at the council for the remainder of the week, which is why the LEPC meeting had been rescheduled. We will also be doing the Second Annual HazMat Symposium, which Lt. Lamm will discuss later in the meeting.

**Hazards Analysis Update:** Lt. John Scott, III, has been working with the State regarding problems with the Hazards Analysis Program to see if there are deficiencies that can be identified within the program. Unfortunately, Lt. Scott was not present to provide an update. The group did have some findings, and as a result the contracts were brought back for review. All site visits must be completed by April. Half need to be done by January first.

After the CAMEO classes are completed, Mr. Anderson will be working on Baker and St. Johns Counties, followed by Nassau, Putnam and Clay Counties by April. Lt. Lamm said that Lt. Scott has been a definite asset in this program in dealing with the State. He has also been instrumental in having information added to E-Plan, which is what the State is using currently. He is working to make this better for the State as a whole. Mr. Anderson said he will be working with the county fire departments and their Emergency Managers to identify facilities which pose a greater risk, so they may accompany him on his site visits to ask questions that may better assist them.

### **NEW BUSINESS**

**A. Training Task Force Update:** Lt. Lamm said that everything is moving along regarding the upcoming Hazardous Materials Symposium. The flyer has been sent to all the LEPC Districts and the Fire Chief's Association. Anyone who is interested will find details on the flyer. The Orlando District has done a great amount of work in finding facility owners as sponsors. We still need sponsors to provide the folders, and asked if the LEPC could fund the folders for speakers and staff, with the money from the CD.

**A motion was made by Lt. Lamm to use the LEPC monies from the CD in the sum of \$1,420 to fund the cost of the folders, seconded by Ms. Kennedy.**

Discussion ensued regarding the purchase of the folders. A total of 75 leatherette folders with the emblem on the front and containing a notepad on the inside will be needed for the Speakers and Staff Members, who are not charging for their time during the symposium. The best price was obtained from PRIDE, who will charge \$1,420 to produce the folders. However, there is a timeline of January 1<sup>st</sup> for delivery in order to have them in time for the symposium. If a vendor can find them cheaper, we are willing to work on that. Lt. Lamm said he tried to solicit help from other LEPCs, but they are working with sponsors to provide equipment, bottled water, etc. If we could get the information to PRIDE by early December, they said they will be able to meet the deadline. Further discussion ensued on the use of the CD funds, which has been designated for training purposes, so this would be an appropriate use.

**A vote was taken on the motion, which carried unanimously.**

**B. LEPC Chair/Staff Meeting:** Mr. Anderson said there was a meeting to go over the Hazards Analysis contracts, facilities were identified and the contracts were received back about two weeks ago. There is no new scheduled meeting for that group.

**C. SERC Meeting:** Chair Knoff said he attended the SERC meeting with Jeff Alexander of the NEFRC. The LEPC HazMat Response Plans were approved as part of the annual review process. There was discussion about the reduction of the regional HazMat Response Teams funded by Homeland Security Grant dollars. SERC opposed the cutting of any of the regional HazMat Teams that were funded. A follow up letter was composed, directed to the Chairman of the DSOC to reconsider consider the funding of those teams. Although there was much more support of the 30 regional teams, the DSOC still voted to defund them, starting next year. We will lose funding for St. Johns County and Marion County Haz Mat teams. Chief Mock was one of the proponents, who got a great job in obtaining votes. Unfortunately, the majority vote was from law enforcement, which carried the vote to defund. We tried to propose alternate funding, which was also voted down.

The Chair was questioned on how the defunding affects our exposure on I-95 south. He said that it does open a corridor with no HazMat Teams on the east coast. This was also addressed at the SERC meeting, but law enforcement felt that three regional teams per region would be sufficient. Chief Sneed felt we were still committed to maintaining our capabilities and we have a great team, we will try to find more creative ways to fund. Chair Knoff said they did reach out to several legislators to express their dismay as to the way the vote went and what it is doing to response. Regional response is one of the key elements in reducing weapons of mass destruction and to reduce that, the fire discipline did not agree with it. However, law enforcement had the majority vote. Director Koon did vote on our behalf to fund the teams. A special meeting was mentioned to format a letter to the Governor opposing the defunding. Mr. Anderson pointed out that it is three teams per regional domestic security task force region, not per LEPC region, which is another six counties in addition to ours.

Mr. Millican stated that First Coast Navy Fire, departments which are split between NAS Jax and Mayport are technician level operators and he offered them as being available for backup if needed.

Lt. Lamm said he would work with Mr. Conkey to provide a map of team locations for our next meeting so we will have visuals for the next meeting.

**D. Hazardous Material Awareness Week:** Mr. Anderson said this usually takes place during the fourth week of January. He said he spoke with several other regions, which are doing “How to Comply” classes, which we normally do anyway. He said we could do that, if the committee wishes, but we could do some other topic. It was suggested to have “Shelter in Place” as the topic. Mr. Anderson was recommended to contact Dwayne Mundy for additional information on this topic and to help develop his planning strategy. Mr. Anderson said that south Florida also has a website on this topic that could be helpful. The Code Red notification system was discussed for mass notification. Mr. Sandrick of the National Weather Service said they can also assist in getting out the Shelter in Place notification.

**Lt. Lamm made a motion to do Shelter in Place for HazMat Awareness Week, to coincide with subject matter relating to the LEPC exercise, seconded by Chief Sneed. The motion carried.**

## **REPORTS**

**Treasurer’s Report:** Chair Knoff said there is currently a balance of \$2,128.77 in the LEPC CD account. Lt. Lamm asked that the Committee try to find a sponsor for the folders, even if it is divided between two or more organizations. He would like to keep the funds in the CD to assist with future training. We have some great facilities in our district that might be able to fund the folders. Questions were asked regarding the possibility of a sponsor having their logo placed on the back of the folder, which Lt. Lamm said was definitely possible, but there may be an additional set up charge for more printing on the folder, but he felt we should provide the advertising for the sponsor. We will also have a Sponsorship Board at the Symposium. Mr. Anderson was asked how the monies for the CD would be recouped. He responded that the CD was in existence for many years and it was the committee’s decision to use the monies for training purposes. The funds were provided through fines for a remediation and will not be replenished.

**Hazardous Materials Release Report** – Mr. Anderson said there really were no facility incidents during the quarter. There were two transportation-related HazMat issues, one diesel fuel and the other gasoline. No fatalities were related to those. The total reported incidents throughout the state are 906, which is lower than previous years. This could be due to lack of reporting or being safer, but Mr. Anderson didn’t have a feeling as to which it was.

## **OTHER**

### **Presentation by Mr. Tom Bergman on the CAMEO program**

Mr. Bergman explained that since he was conducting the CAMEO course this week, he was asked to do a presentation to the Committee. He mentioned that he is also the representative to the Oklahoma LEPCs. When EPCRA became a law, the record keeping went to the Department of Environmental Quality and the planning functions went to the Emergency Management. He spends most of his time working with these groups on emergency planning and emergency response. He then provided a background and overview of the CAMEO system, which is a free program that does not need internet or cell phone to function. He then provided a demonstration using local destinations.

Mr. Anderson said he is looking into having a Train the Trainer Course to get two people from each LEPC, to have two certified trainers. There is currently one certified CAMEO trainer in Orlando, Mr. Joe Mastrandela, who is the emergency manager for the Orlando Public Schools district. Mr. Bergman said the certification test is difficult because you need to know computers really well and also have HazMat knowledge.

Chair Knoff asked if anyone in the Committee was interested in further information or wished to take the class, to please notify Mr. Bergman. Mr. Anderson said there were two openings for the class and to see him if interested.

**Next Meeting** – Chair Knoff announced the next quarterly meeting is scheduled for February 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 11:40 am.