



**Northeast Florida  
Local Emergency Planning Committee  
Wednesday, February 8, 2012**



**10:00 a.m.**

**MINUTES**

A meeting of the Northeast Florida Local Emergency Planning Committee was held on Wednesday, February 8, 2012, 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

Morrison Braren – Senior Planner  
Mr. Terry Carr – Local Environmental  
Ms. Sandi Courson – Health  
Mr. Bill Decker  
Mr. David Dunkley – Transportation  
Ms. Maria Haney – Emergency Management  
Ms. Martha Ira (Kari Reno) – Facility Operator  
Ms. Gracie Kennedy – Local Environmental  
Chief Richard Knoff, Chair – Firefighting  
Jim Murphy (Andy Sikes) – Hospital  
Chief Joel Sneed - Firefighting  
Mr. Ken Wilkey, Vice Chair - Facility Operator  
Det. James Watford (Chief Mike Williams) – Law Enforcement  
Mr. Gerry Gividen – Interested Citizen

Excused

Mr. Henry Bonar – Facility Owner  
Lt. John Scott – Firefighting  
Sheriff Joey Dobson – Law Enforcement  
Bill Lord – Facility Operator  
Rolf Preuss – Emergency Management

Absent

Paul Crist (Michelle Sanders) – Transportation  
Chief Lenny Ensalaco – Firefighting  
Mr. Rodger Ferguson  
Mr. Tom Kochheiser  
Chief Mike Lambert – Firefighting  
Mr. Bill Lord  
Mr. Steve Milican – Emergency Management  
Mr. Quin Romay – Emergency Management  
Chief Ty Silcox – Firefighting  
Lt. Todd Smith – Firefighting  
Mr. Roger Studenski – Transportation  
Mr. Bill Douglas –submitted resignation

Guests: Lt. Jonathan Lamm with Clay County Fire Rescue; Calvin Williams, RDSTF Planner, Northeast Florida Regional Council.

Staff Present: Eric Anderson and Traci Hochhalter

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 for a motion to approve the November 9, 2011 minutes. Ken Wilkey made the motion; the motion was seconded by Ms. Gracie Kennedy. Motion carried unanimously.**

**OLD BUSINESS**

HMEP Update – Mr. Anderson gave a brief update on completion of Option 4 - Quality Control of Submitted Tier II Information. The “How to Comply” Workshops began today, February 8, and go through Friday, February 10, 2012.

It was proposed that this year's HMEP planning project and LEPC Biennial Exercise be combined as a hazardous materials exercise in conjunction with the larger Clay County/Camp Blanding mass casualty exercise being held on March 19. It will involve a Section 302 chemical and the Clay County HazMat team will be part of the response. The LEPC district HazMat teams will be asked to be involved as evaluators.

Traci Hochhalter was introduced as the training point of contact, and she will be working with Chief Silcox on getting caught up. Lt. Lamm announced that a Hazardous Materials Technician Refresher Course has been scheduled at the St. Johns County Training Center with Chief Sneed, March 21-23, 2012. Anyone interested in more information was told to contact Chief Sneed.

Hazards Analysis Update –Staff reported that the 2011-2012 Hazards Analysis site visits will be scheduled and completed within the next two months. Eric Anderson will receive CAMEO training in Tallahassee on February 14th and will begin the site visits shortly thereafter.

### **NEW BUSINESS**

Hazardous Materials Incident Reports – Mr. Eric Anderson provided the LEPC with three (3) tables and 4 graphs that were provided at the last SERC meeting in Altamonte Springs, Florida. These tables and graphs presented information from the state as well as the region regarding potential 304 investigations, incidents with evacuations from fixed facilities or transportation related, total chemical inventory by LEPC district, notices of violations, EPCRA outreach activities, and technical assistance calls.

Mr. Anderson discussed that there were no reported potential 304 violations or incidents with evacuations from a fixed facility within the district in the last quarter. He did go into detail with information related to two (2) incidents that were transportation related, both of which resulted in minor diesel spills and a fatality due to trauma from the accident.

Mr. Anderson also presented four (4) graphs related to information from the state. He said that District IV has 3,823 chemicals in our regional inventory; there were no notices of violations in the last quarter; there have been 487 contacts but none related to EPCRA; and the state received 1,055 technical assistance calls over the last quarter.

Mr. Carr of the LEPC asked if staff would provide more information as it specifically pertains to District IV LEPC.

SERC Training Task Force Update – Lt. Jonathan Lamm gave updates related to the Training Task Force. Lt. Lamm discussed that the Training sub-committee is working on putting a training symposium together.

In addition, Lt. Lamm said that the Health Department, the State, and members of the LEPC's would be on a conference call on February 15<sup>th</sup>. The purpose of this conference call is to discuss white powder sampling protocols.

Ms. Traci Hochhalter presented the current training schedule. Ms. Hochhalter asked the LEPC to please provide her with additional training opportunities if they happen to come across them during their normal day.

The next TTF meeting will be held in St. Petersburg, FL on April 23, 2012.

LEPC Chair/ Staff Meeting: Chief Knoff stated that over 4,100 people were trained during 2011. He said this was the most people trained-to-date in a year. He also gave thanks to the LEPC for their active involvement in training.

Chief Knoff also discussed the issues associated with the Memorandum of Understanding (MOU) with the volunteer fire departments as it related to electronic reporting. He said the state is sticking with the paper trail because it is difficult doing it electronically with the change in staff in volunteer fire departments.

SERC Meeting: Chief Knoff stated recognition was given during the SERC meeting on the Hazardous Materials week, January 24-28 and that mercury was the focus this year.

Mr. Anderson recognized Mr. Gerry Gividen as a new member to the LEPC committee. He also mentioned Type II and Type III ORE Assessment approval and Lt. Lamm discussed that some changes have been made to the point schedule and all teams should review the document and changes, and that there was extensive discussion done on peer reviews because of the time they would take.

No further discussion followed.

## REPORTS

Treasurer's Report –Chairman Knoff stated the LEPC CD amount is currently \$5,538.62. The current rate is 0.75% with a renewal date of February 6<sup>th</sup>, 2012. The CD automatically renewed.

Mr. Eric Anderson explained that research has been done to see if a better interest rate could be found but the current rate is comparable to other CD's.

Training Committee Reports – Ms. Hochhalter discussed the 2013-2015 Training and Exercise Plan (TEP) and the regional meeting to be held on April 26, 2012, possibly at the St. Johns EOC. Chief Knoff recommended the training committee chair, Chief Silcox attend as the representative of the LEPC. It was also discussed that agencies should coordinate their training and exercise needs with their county emergency management directors.

If anyone has any training requests, they should send them to Ms. Hochhalter

Hazardous Materials Release Report – Mr. Anderson stated that during the last quarter, there were two (2) HazMat spills reported.

Incident 1: There was a traffic accident in Duval County on September 21<sup>st</sup> 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 25<sup>th</sup> with two injuries and a fatality. The death was related to trauma from the accident. The chemical listed was diesel fuel.

## OTHER

LEPC Membership –Chief Knoff welcomed Mr. Gerry Gividen as a new member and informed everyone that Mr. Bill Douglas asked to withdraw because of extra job responsibilities. Mr. Anderson has been asked to contact local hospitals to see if they would like to provide representation.

Haz-Matters – Mr. Anderson discussed recent training that was conducted at the First Coast Technical College. The course that was completed was related to the mitigation of propane and gas leaks. Chief Sneed discussed the training course and said the turnout was exceptional, the class was full, people were happy with the training and that Response Technologies did a good job with the course.

Thomas Yatabe Award - Chief Knoff stated the Thomas Yatabe Award was presented to Mr. Ashton at the SERC Meeting and that Mr. Ashton did an excellent job who held many roles, the most recent being the chair. Council staff will present it to Mr. Ashton next week.

Mr. Jim Murphy discussed an upcoming large hurricane evacuation drill in May with FCDC and the Duval EOC. If anyone is interested in participating they should contact Captain Devin at the EOC or Richard Ward with the Orange Park Hospital or Andy Sikes with Baptist Health. Mr. Murphy was asked to send the information to Ms. Hochhalter for distribution when it is finalized.

Mr. Carr asked if there was any representation from the railroads to which the response was no.

Calvin Williams from the Northeast Florida Regional Council introduced himself as the Regional Domestic Security Task Force (RDSTF) Planner. He asked all EM representatives to also reach out to the private sector and NGO's when they are completing their TEP.

Next Meetings – The next meeting dates are:

May 9<sup>th</sup>, 2012  
August 8<sup>th</sup>, 2012  
November 14<sup>th</sup>, 2012  
February 13<sup>th</sup>, 2013

Chief Knoff stated that the meetings could be held somewhere other than the Council if anyone had recommendations.

Public Comments –

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

#### **ADJOURNMENT**

Bill Decker called for a motion to adjourn. Ms. Martha Ira seconded the motion. There being no further business to conduct, the meeting was adjourned at 10:50 a.m.