



**Northeast Florida  
Local Emergency Planning Committee**  
Wednesday, February 13, 2013



10:00 a.m.

## MINUTES

A meeting of the District IV Local Emergency Planning Committee was held on Wednesday, February 13th, 2013, at 10:00 a.m., at the Northeast Florida Regional Council, 6850 Belfort Oaks Place, Jacksonville, Florida 32216. Chair Richard Knoff called the meeting to order with the following members:

**Present**

Chief Michal Bazanos – Firefighting  
Ms. Amy Pilgrim for Henry Bonar – Facility Owner  
Mr. Morrison Braren – Senior Planner  
Mr. Terry Carr – Local Environmental  
Ms. Sandi Courson – Health  
Ms. Michelle Sanders for Paul Crist – Transportation  
Mr. Adam Faircloth for Sheriff Joey Dobson – Law Enforcement  
Brad Elias, M.D. – Health  
Chief Lenny Ensalaco – Firefighting  
Mr. Gerry Gividen - Interested Citizen  
Mr. Benjamin W. Huron – Interested Citizen  
Ms. Gracie Kennedy – Local Environmental  
Chief Richard Knoff – Firefighting  
Mr. Steven W. Millican – Emergency Management  
Mr. James Murphy – Community Group  
Mr. John Russell – Local Environmental  
Lt. John W. Scott, III – Firefighting  
Chief Harvey Silcox – Firefighting  
Chief Joel Sneed - Firefighting  
Mr. Ken Wilkey – Facility Operator

**Guests:**

Robert Crosby, Department of Homeland Security  
Chris Porter, USCG  
Evangeline Gormley, USCG  
Brian Gibson, FDEM  
Lt. Jonathan Lamm, Alternate for Chief Knoff

**Staff Present:**

Eric Anderson and Bonnie Magee

**Excused**

Mr. Bill Decker – Local Environmental  
Mr. George Faucher – Firefighting  
Ms. Martha Ira – Local Environmental  
Mr. William Lord – Facility Operator  
Mr. Roger Studenski – Transportation  
Mr. John Ward – Emergency Management  
Mr. Quin Romay – Emergency Management

**Absent**

Mr. Andy Sikes – Hospital  
Chief Mike Williams – Law Enforcement

Chairman Knoff welcomed everyone to the LEPC Meeting. All rose for the Pledge of Allegiance. After calling roll, it was determined that quorum was met. The Chairperson took a few moments to introduce the newly appointed members (Mr. John Russell, Local Environmental; James Murphy now representing the Community Group and Ben Huron, Interested Citizen for Local Environmental) and welcomed the guests.

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

**Chair Knoff called for a motion to approve the November 14, 2012 minutes. A motion to approve was made by Lt. John Scott, seconded by Ms. Gracie Kennedy. The motion carried unanimously.**

### **OLD BUSINESS**

**Hazardous Material Emergency Preparedness Grant:** Mr. Anderson stated that the HMEP grant is comprised of two components: Planning and Training. He we have not yet started the Commodity Flow Study, which will use the planning portion of this grant. It is anticipated the study will begin in the April/May time frame to meet the June deliverable date.

The Training aspect of the funding was used to send 42 responders to the HazMat Symposium at Fire/Rescue East in Daytona Beach. After the bills from the symposium are settled, Mr. Anderson believed there would be \$18,000 left in training for this cycle. The Training Committee would be getting together to identify future training opportunities immediately follow the LEPC meeting.

**Hazards Analysis Update:** Mr. Anderson explained that this also included two parts. The Hazards Analysis Site Visit results were due to the State on February 1st for all seven counties. The LEPC staff takes care of five of the counties: Baker, Clay, Nassau, St. Johns and Putnam, the reports for which have been submitted. Flagler and Duval take care of their own hazards analysis site visits. Once the approval has been received, Mr. Anderson will create discs which will be forwarded to the first responders and Emergency Managers throughout the Region.

The second aspect is the Hazards Analysis Site Visits, for which the State is looking to make changes on the way these are done. The State feels the current system can be handled by new computer technology and therefore we should change to better use program dollars. They feel there is value in the face-to-face aspect of the program, but haven't made any decisions on how this is going to change. There are no real recommendations yet, but Mr. Anderson will pass along information as it is received.

### **NEW BUSINESS**

**Training Task Force Update:** Lt. Lamm discussed the HazMat Symposium that was held at Fire/Rescue East. The HazMat Symposium went very well. On the first day, there were 102 attendees and the second day there were 121 in attendance. Lt. Lamm discussed the eight classes that were offered, saying that the wall in one of the break-out room had to be moved to accommodate all the attendees. He complimented the instructors who donated their time as well as Lt. John Scott and Eric Anderson, who did a lot of the work to pull the symposium together. Our district had the largest attendance at the seminar. Lt. Lamm said a huge message was sent to the other LEPC districts about the value of the training. He feels there will be an even better turnout next year. This is not about us, it's about educating the responders and the

private industry people. The comments felt that more hands-on training will be valuable for next year's training.

Chair Knoff commented on the excellent attendance response with 42 with an almost equal response from all the counties (Baker sent 7, Nassau sent 9, Putnam sent 6, Clay sent 8, Flagler sent 6, St. Johns sent 6).

Mr. Terry Carr commented on the symposium addressing both the private and public sector. **Mr. Carr made a motion to write and send a letter of appreciation to each of the volunteers and staff involved in putting on the symposium. The motion was seconded by Gracie Kennedy and was unanimously approved.**

Lt. Lamm will draft a letter detailing what was accomplished and provide the names and addresses to Eric Anderson, who will send the letter to the appropriate parties.

Eric Anderson provided information on the other items covered at the task force meeting, which included that Transcaer will be coming September 10 – 13 at the Fire College in Ocala. Training will focus on chlorine, ethanol and anhydrous ammonia and will be free of charge. The LEPC will pay for lodging and per diem costs. More information will be forthcoming.

The State is going through the Training and Exercise Planning (TEP) to develop regional and statewide training calendars/needs for the next three year cycle. Our local Training Committee will be getting together within the next month or two to identify classes to be put on that list.

The State Fire College will be conducting training on Anhydrous Ammonia for Safety Day on April 17, 2013. As soon as Mr. Anderson receives further information, he will get it out to the membership.

The State Homeland Security Grant Program hazardous materials teams recently conducted self-assessments. Mr. Anderson said the scores came back with a 96.8% for the regular teams and 91.4% for the advanced teams. He asked if anyone present from the HazMat side could provide further information on this. Chair Knoff said these figures show a slight increase in readiness. There are 30 regional HazMat teams that the State funds through the grant program. The funds are decreasing annually from the Federal Government through the State, so all the teams are trying to show their response capability, equipment staffing, training, certification and several other operating procedures. In order to save money normally spent on hiring outside firms to do the assessment, they performed their own. Mr. Anderson informed the group that if they wished to conduct a self-assessment, information was available through FDEM, which he would be happy to provide to anyone interested.

The Florida Department of Environmental Protection will be providing a Hazardous Materials Sampling Course. Gracie Kennedy said she had briefly heard about this, but had no definitive information. Mr. Anderson said he would continue to check on it and provide information to the members.

The next SERC Training Task Force conference call is set for February 20, 2013 at 1:30. The next scheduled meeting of the Task Force is April 4, 2013.

**LEPC Chair/Staff Meeting:** Mr. Anderson said that the only thing really touched on was the large changes to E-Plan and the Tier II reporting. The State decided to get rid of HMIS and implement E-Plan, which we were told will solve a lot of our problems. The State rolled this out pretty quickly and continues

to troubleshoot some of the problems. They have had a high call volume from people who are trying to access the new system and implement the program.

Mr. Anderson stated that the LEPC would be holding a workshop here at the Council this afternoon in an effort to offer assistance. Lt. Scott and Mr. Anderson will be assisting participants with registering on E-Plan, getting their facility registered and navigating the new system. It is hoped that there will be a 90% reporting rate through the new electronic reporting system.

Lt. Lamm said he and Lt. Scott have been working with private industry on this and let members know that Lt. Scott is well versed in the E-Plan system. He said the current disparity is quite high and this is an issue that significantly affects our first responders. We know there are problems, but we need to educate our private and field personnel, it will hurt us. Lt. Scott thanked everyone who has been working with him on this and said that at present it might not be the best system in the world, but it has everyone working in the right direction.

Vice-Chairperson Wilkey said information regarding today's E-Plan class was sent to the First Coast Manufacturing Association in the hopes that they will attend. Lt. Scott said he has met with JEA and some other agencies to actually walk them through registration so they could get their reports submitted. Chemical information is due by March 1. Mr. Anderson said he expects his call volume for technical assistance to increase during the last weeks of February leading up to the due date.

**SERC Meeting:** Mr. Anderson said the SERC meeting [of January 25, 2013] basically covered the same material as the previous meetings. The annual awards were presented and the LEPC Membership rolls were approved. Supplemental Environmental Projects were discussed, which would enable facilities to do projects, in lieu of fines for a chemical release, which would better their community, provide better information to first responders. All LEPC's have submitted a list of what they would like to see happen, but the State would like to see what could help us specifically in our district. He said that over the next year, we will be working with FDEM staff to put more context to the general list and provide additional projects.

**E-Plan and Tier II Reporting:** Chair Knoff said this has been covered. He felt that we are not quite there yet with providing information electronically to the rural fire departments. Not all the fire departments are reporting State Fire Incident Reports electronically. This will occur over time, as technology improves, especially since a lot of rural fire departments are volunteer based.

**Bi-Annual Exercise:** Mr. Anderson said that there is a requirement to complete the biennial exercise next year. He said he would like to form an exercise committee to tackle the objectives and scenarios to create and complete the exercise. Since we only meet four times each year, it would be advantageous for the committee to meet immediately following the LEPC meetings for perhaps an hour to go over what we need to do so we can execute the exercise next winter, when the weather is more favorable. Ms. Gracie Kennedy has volunteered to be on the committee and Mr. Anderson said he would email the membership after today's meeting to see who else would like to be involved. He is hoping to have a variety of disciplines involved on the exercise committee. Chair Knoff said he anticipates having the committee in place at the next LEPC meeting and asked members to contact Mr. Anderson. Under the HMEP contract, Mr. Anderson said that one of the requirements is to conduct an exercise as well. He said that the two pools of funds could be used to conduct one exercise, provided all requirements are addressed in the one exercise. He said the requirements for each fund were contained in the packets provided.

## REPORTS

**Treasurer's Report** – Chair Knoff said there is currently a balance of \$3,878 in the LEPC account.

**Training Committee Report** – Chair Knoff explained that Mr. Anderson had included a Training Request form for future requests for training in today's packet, which will go to Chief Silcox, chair of the Training Committee. Mr. Anderson said he has not received a Training Request Form in over a year and there are training dollars we can spend. Chief Silcox said that he had received one request but was in agreement that more forms should be submitted for training requests.

**Hazardous Materials Release Report** – Mr. Anderson said that the tables included in the packet provided a breakdown of hazardous materials incidents within the district. As District 4, he explained that in Table 1, there was an Anhydrous Ammonia leak at one of the breweries and an Ethylene Glycol release at an auto repair shop. Vice-Chairperson Wilkey informed the group that the Anhydrous Ammonia leak occurred at his facility. He said there was a liquid pipeline, which penetrated the wall, which developed a leak inside the wall. It was isolated quickly. It was initially reported pursuant to company policy, since they were not sure of the quantity. It turned out not to be a large enough quantity to warrant reporting. In reaction to this leak, the company is going through all of the pipelines which penetrate walls and has listed them as a capital project for replacement.

Mr. Terry Carr said an incident occurred at JIA where a fuel truck struck a post, punching a hole in the tanker and causing 7,800 gallons of Jet A fuel to be leaked onto the access road leading to the tarmac and into the stormwater management system. They were able to recover approximately 2,300 gallons from the stormwater management system and they are now excavating the soil just outside of the taxi area. The leak and excavation is not affecting any of the flights, since it is outside the taxi area. There were a lot of JFRD responders. Signature Flight hired SWS Environmental to do the clean-up work. Also, an environmental contractor has been hired to oversee the work. JIA also has its environmental contractor onsite to ensure their satisfaction with the work.

Mr. Anderson said that under Table II, there was one evacuation in Clay County. Chief Silcox explained that a construction crew struck a feeder line into a neighborhood next to a church school. Students had to be evacuated to another part of the campus while TECO Gas repaired the line. There were no injuries and no fatalities. He said this is a common occurrence due to all the construction going on. TECO Gas handled the leak within an hour. Discussion ensued regarding the difficulty of locating lines in older areas, as the maps do not always show the exact location. Chief Silcox said that as TECO continues to replace and repair lines, they are making changes to the mapping. Chief Silcox said that lines are now wired to make it easier to locate them. Other times the company may find an electrical line and begin digging away from it, but strike another line that was not labeled properly on the map.

Under Table III, Mr. Anderson said there were two incidents: one in Duval County involving Natural Gas and one in Flagler County involving Sulfuric Acid. He asked if any of the members present had any information on either of these incidents. Lenny Ensalaco explained that the Flagler incident involved a van carrying automotive batteries, which blew a tire, rolled over and struck a guard rail. The van's roof was ripped open, ejecting 35 batteries. It was a major clean-up. The tow truck company contacted Chief Sneed to see if response was necessary, since nothing leaked from the batteries. Gracie Kennedy said her organization responded to neutralize the area. The driver was taken to the emergency room for de-con.

Mr. Anderson said that Graph II on the back page contained all the information shown in the Tables for each district.

Chair Knoff said that Clay County did a regional exercise on February 12<sup>th</sup> at the Clay Port and he will provide a more in depth report at the next meeting.

### OTHER

Chair Knoff said he would like to recognize members who received awards at the SERC meeting, starting with the Thomas Yatabe Award which was given to Lt. Lamm. Chair Knoff read a summary of Lt. Lamm's contributions and achievements and then delivered the award to him.

The second award was a Certificate of Appreciation to Chief Ty Silcox, who received the award for his contributions to the District. Chair Knoff delivered the award after reading a summary of Chief Silcox's achievements.

Chair Knoff explained that the presentation by the National Weather Service has been cancelled due to the current weather conditions. It will be rescheduled for the May LEPC meeting.

**Next Meeting** - Chair Knoff said that the next meeting is scheduled for May 8<sup>th</sup> at the Flagler County Emergency Operations Center. It has been requested that the meeting be moved to May 15<sup>th</sup> due to the Governor's Hurricane Conference, which Mr. Anderson is scheduled to attend. It was noted that the RDSTF Face-to-Face meeting is also scheduled for May 15<sup>th</sup>. After some discussion, it was decided that **Thursday, May 16, 2013 at 10:00 am worked best for the group.** The availability of the Flagler EOC will be double checked and the group will be notified of any change. Mr. Anderson asked any member who would not be able to attend to contact him.

Steve Millican, Emergency Manager at Naval Station Mayport, said that on March 20, 2013, NOAA and the National Weather Service will be holding their "Atlantic Basin Tsunami Exercise." This is more of an awareness program, since Mayport has a substantial amount of government property. He urged any member with beach front or coastal assets to attend this tabletop exercise at Naval Station Mayport, starting at 8:00 am. This is also their triennial recertification for Storm Ready/Tsunami Ready. The Coast Guard and National Weather Service will be in attendance. Mayport is the only naval base in the world Tsunami-Ready certified through the National Weather Service. A lot of other facilities contact Mayport about how they respond and move assets when this type of event occurs. He invited the membership to come out to attend. Al Sandrick will be making a presentation. He will provide additional information to Mr. Anderson.

Chair Knoff asked if invitations were sent to the coastline emergency management groups and county emergency managers. Mr. Millican said he spoke with Director Jacobson as far as a Duval County initiative, but he should be able to stretch it as far north and south as they would like. Mr. Millican said he expects the tabletop to run from 8:00 am to noon, depending on the number of questions and discussion on integration.

## **PUBLIC COMMENTS**

No public comments were offered.

## **ADJOURNMENT**

There being no further business to come before the board, the meeting was adjourned at 11:18 am.