

**NORTH CENTRAL FLORIDA LOCAL EMERGENCY
PLANNING COMMITTEE MINUTES**

Columbia County Emergency
Operations Center, Lake City, FL

Thursday, 15 August, 2013
10:00 a.m.

MEMBERS PRESENT

Ron Mills, Chair
Shayne Morgan,
 Vice-Chair
Tim Alexander
Frank Armijo
Bill Brideson
Tom Cisco
Bill Ellis
Robert Garbett
Robyn Gedeon
Carl Glebowski
Matt Harris for
 Gracie Kennedy
Michael Heeder
Brian Johns
Paul Kremer
Agustin Olmos for
 John Mousa
David Peaton
Edye Rowell
Dan Smith
Donnie Sessions
T.F. Smoak
Kimberly Thomas
Ed Ward
Nelo Williamson, Jr.

MEMBERS ABSENT

Mike Brimeyer
Clint Daugherty
David Donnelly
Scott Garner
Keith Godwin
Scott Holowasko
Sylvia Ifft
Kathy Jenkins
Erica Kight (excused)
Donnie Land
David Meurer
Jennifer Paris
Casey Schmelz
Steve Truluck

GUESTS PRESENT

Sig Bo, Cemex
B Brown, Purina
Sara Buford, AT&T
Justin Campbell, FDMA
Bruce Carlberg, VAMC
Allison Chaires, Bear
 Archery
Krishna Cole, Suw
 American Cement
Denise Corrates, Cemex
Rick Davis, GRU
 Murphnee WTP

**GUESTS PRESENT
(cont)**

Tex Gillen, Clay Electric
Mike Grantham, Clay Elec
Mike Green, Savage/PCS
J D Harris, Med Ctr
Karen Harrison, Select
 Specialty
Lisa Haskins, Surban
 Propane
George Haws, Dyno
David Kinlan, US Cold
 Storage
Traci Johns, Vulcan
Tom Liberton, Voltair
Rob Millings, Mayo
 Fertilizer
Melissa Nancarrow,
 Medical Center
Dan Olson, Suw American
 Cement
Joey O'steen, FL Gas
 Transmission
Sgt. Benjamin Pike, FDOC
Raford Sanchez, Select
 Specialty
Dusty, Shaw, Windstream
Keith Shaw, Mayo
 Fertilizer
Craig Skeath, NFR Med
 Center

STAFF PRESENT

Dwayne Mundy

The meeting was called to order at 10:00 a.m.

I. CHAIRMAN'S REPORT AND INTRODUCTIONS

Chairman Ron Mills welcomed everyone and asked that they introduce themselves. He thanked Shayne Morgan for providing a location for today's meetings. Chairman Mills noted that there were approximately 40 guests present today. He reported on the last LEPC Chairs and State Emergency Response Commission meetings. He said one issue was the Domestic Security Oversight Council decision to decrease the number of hazardous materials response team that receive Department of Homeland Security fund.

Chairman Mills said other issues included hazards analyses contracts, the Florida Emergency Preparedness Association academy and mid-year meeting.

Dwayne Mundy reported that he invited 343 Section 302/312 facility contacts to attend the meeting. He said that he extracted all the emails for facility contacts contained in E-Plan and invited those in our district to participate with the LEPC meetings as a way of improving coordination with emergency responders and planners.

II. APPROVAL OF 14 February 2013, LEPC MEETING MINUTES

Action: It was moved by Ed Ward and seconded by David Peaton to adopt the minutes of the 16 May, 2013, LEPC meeting as printed. The motion passed unanimously.

III. LEPC BUSINESS ITEMS

A presentation was given by Dwayne Mundy on the Executive Order issued by President Obama on August 1, 2013, on Improving Chemical Facility Safety and Security. Items identified as priorities for LEPCs include:

- Identify ways to ensure that SERCs and LEPCs have ready access to key information in a usable format (Section 3.a.iii).
- Improved sharing of Chemical Facility Anti-Terrorism Standards (CFATS) data (Section 3.c).
- Improved sharing to help identify chemical facilities which may have additional reporting requirements (Section 5.a).
- Monitor and comment on the list of potential regulatory and legislative proposals (Section 6.b)
- Provide stakeholder comments on successes and best practices to reduce safety and security risks (Section 7).

Action: It was moved by Shayne Morgan and seconded by David Peaton to send comments on the Executive Order and ask for a seat at the stakeholders table. The motion passed unanimously.

The LEPC watched a West, Texas ammonium nitrate presentation based on a presentation compiled by LEPC District 4. The group discussed opportunities for improving emergency preparedness with ammonium nitrate storage locations and all facilities. The group identified the following priorities:

- The HMEP contracts for Planning and Training need to be restored to 12 months in length.
- Missing Section 302 sites need to be included in the current round of hazards analysis.
- The LEPC or counties should decide which sites are priorities and need to be visited each year.
- The Division needs to notify all regulated facilities by mail regarding Tier 2 submissions and not just those with an email as was done this year.
- The State Emergency Response Commission needs to update its memorandum of understanding with LEPCs and Fire Departments to include E-Plan rather than Florida HMIS for electronic Tier 2 submittal and sharing.

The Committee reviewed the memorandum of understanding (page 14 of packet) adopted by the LEPC meeting that establishes a formal agreement with the State Emergency Response Commission on allowing facilities to submit Tier 2 forms electronically to the LEPC. There is also an option that Fire Departments may also enter into an agreement so that facilities would not be required to submit hardcopies to the Fire Departments. The group discussed that the funding problems with the E-Plan data base appears to have been resolved. It was decided to invite all fire departments to the next LEPC meeting to discuss this issue farther.

Dwayne Mundy reported on the Hazard Analyses update and the release of the contracts. The group discussed that the list of facilities contained numerous problems, including sites that did not contain extremely hazardous substances, missing sites and sites in the wrong county. The cover letter also incorrectly spelled the name of the contact person at the Division of Emergency Management.

Dwayne Mundy reported that he is a member of the Hazard Analyses workgroup and that the last meeting was held in May.

IV. PUBLIC INFORMATION ISSUES

Vice-Chairman Shayne Morgan gave a summary of activities conducted during the 2013 Hazardous Materials Awareness week. Activities included three "Improving Chemical Safety" seminars and three "How to Comply with Hazardous Waste Management" seminars. It was discussed that a good theme for the 2014 Hazardous Materials Awareness week would be "Improving Chemical Facility Safety and Security."

It was reported that page 21 of the meeting packet contained a nomination form for the annual Thomas Yatabe Awards. The awards are for the recognition of outstanding contributions made in supporting LEPC projects and helping increase hazardous materials safety in our communities.

It was reported that the LEPC is continuing the updating of the LEPC web pages. All membership categories remain filled.

V. FIRST RESPONDERS ISSUES

The LEPC discussed ensuring that firefighters have access to Tier 2 forms and that they are aware of electronic access available through E-Plan at <http://erplan.net>.

The group heard a report on the issues currently being addressed by the SERC Training Task Force. State Training Task Force Chair, Donnie Sessions reported on issues which the Task Force is current working. He explained the importance of letting each Regional Domestic Security Task Force decide how to distribute the hazardous materials funding. A second project is the updating of the Hazardous Materials Guidelines for Emergency Response. The group is also working on the Second Annual Hazardous Materials Symposium to be held in conjunction with Fire Rescue East on January 23-24, 2014, in Daytona Beach. He added that there will be a hazmat competition this year.

It was mentioned that the Regional Hazardous Response Team will meeting today at 1:00 p.m.

The LEPC reviewed training classes recently held and scheduled in the next couple of months. The LEPC has conducted Technician Refresher classes in Live Oak, Bell and Lake City. Air Monitoring was held in Live Oak in June. A HazmatIQ class was held in Gainesville on May 30, 2013. Operations level and decontamination classes were held in Dixie County. An operations level class was held in Bell and a second one was scheduled for Bradford County. It was decided to hold a couple of hazardous materials incident command classes to complete the fiscal year ending September 30, 2013.

It was reported that a TRANSCAER workshop is being planned at the State Fire College for September 2013 to cover Chlorine, Ammonia and ethanol. It was reported that all of the training is being provided through an out of state rail car group.

VI. OTHER BUSINESS AND INFORMATION REQUESTS

It was reported that no out of the ordinary requests or information had been received this quarter. There was a discussion on possible sources of mercury clean-up kits.

VII. NEXT MEETING DATE AND LOCATION

The next meeting date was discussed and set for Thursday, November 21, 2013 at 10:00 am in Columbia County. It is anticipated that the Regional Hazmat Team will meet at 1:00 pm that same day and location.

It was moved and the meeting was adjourned at 11:25 a.m.



Chairman

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Date