

**CENTRAL FLORIDA REGION
LOCAL EMERGENCY PLANNING COMMITTEE**
DeSoto, Hardee, Highlands, Okeechobee, and Polk Counties



Quarterly Meeting Agenda
February 23, 2023 | 9:30 A.M.

IN PERSON	VIRTUAL VIA GOTOMEETING
<p>A-C-T Environmental & Infrastructure 1875 West Main Street Bartow, FL 33830 <i>Once on property, we will be in the building on the right.</i></p>	<p>Please join my meeting from your computer, tablet or smartphone. https://meet.goto.com/907571853 You can also dial in using your phone. United States: (224) 501-3412 Access Code: 907-571-853</p>

1. **Call to Order**
 - a. Pledge of Allegiance
 - b. In Person and Virtual Attendance

2. **Approve Draft August 18, 2022, Central Florida LEPC Meeting Minutes (attached)**

3. **Approve Draft November 17, 2022, Central Florida LEPC Meeting Minutes (attached)**

4. **Old Business**
 - a. 2023 LEPC Meeting Calendar
 - i. **Change request:** 2nd Quarter – May 3, 2023 at 9:30am, Volunteer Location
 - ii. 3rd Quarter – August 3, 2023 at 9:30am, Volunteer Location
 - iii. 4th Quarter – November 16, 2023 at 9:30am, Volunteer Location
 - b. Recap the Central Florida LEPC Virtual EPCRA | E-Plan | Tier 2 Workshop
 - c. Recap the 2022 Florida Hazardous Materials Training Symposium

5. **New Business**
 - a. Ashley Shive with A-C-T Environmental & Infrastructure
 - b. Incident Report(s) Discussion for the Region
 - c. National incidents regarding recent train derailments with hazardous materials

6. **Subcommittee Reports**
 - a. Membership
 - i. Proposed Quarter Member Appointments
 - b. State Emergency Response Commission (SERC) for Hazardous Materials
 - i. Recap Jan 2023 SERC, TTF, and LEPC Chairs and Coordinators Meetings
 1. Appointed new primary members: Jon Belcher and Heidi Hoffman

CENTRAL FLORIDA REGION LOCAL EMERGENCY PLANNING COMMITTEE

DeSoto, Hardee, Highlands, Okeechobee, and Polk Counties



2. Appointed new alternate members: Stacy Smith, Sean Lynch, and Alex Munoz
- ii. Next SERC, TTF, and LEPC Chairs and Coordinators Meetings
 1. SERC's Training Task Force – April 20 at 0930
 2. SERC's LEPC Chairs and Coordinators – April 20 at 1300
 3. SERC – April 21 at 0930
- c. Training
 - i. Upcoming Florida Division of Emergency Management Training Calendar
<https://trac.floridadisaster.org/trac/trainingcalendar.aspx>
 1. FDEM Region 4
 - a. 2019 V G300: Intermediate ICS for Expanding Incidents
 - b. L-105: Public Information Basics
 - c. L-965 NIMS ICS All-Hazards Resources and Demobilization Unit Leader
 - d. G-400: Advanced Incident Command
 - e. MGT-343: Disaster Management for Water and Wastewater Utilities
 2. FDEM Region 6
 - a. Region 6 Integrated Preparedness Planning Workshop with FDEM and FOH
 - b. G-191: Incident Command System/Emergency Operations Center Interface
 - c. 2019 V G300: Intermediate ICS for Expanding Incidents
 - d. L-449 ICS Curricula Train-the-Trainer
 - e. L-958 NIMS ICS All Hazards Operations Section Chief
 - f. G-400: Advanced Incident Command
 - ii. TRANSCAER
<https://www.transcaer.com/training/training-events/us-fl>
 1. Ammonia Emergency Response Training and Live-Release Drill at Fire Academy of the South in June 2023

7. Comments from Members/Public – Please announce yourself before you speak

8. Next CF-LEPC Meeting

- a. May 3, 2023 at 9:30am, Location to be Determined

9. Adjourn

CENTRAL FLORIDA REGION LOCAL EMERGENCY PLANNING COMMITTEE

DeSoto, Hardee, Highlands, Okeechobee, and Polk Counties



CHAIRMAN: Dan Bartle
VICE-CHAIR: Garrett Parnell

Quarterly Meeting Minutes August 18, 2022 at 9:30 a.m.

A-C-T Environmental & Infrastructure 1875 West Main Street Bartow, FL 33830 and
GoToMeeting Option: <https://meet.goto.com/324338493>. You can also dial in using your phone.
Access Code: 324-338-493

1. Call to Order

A. Garret Parnell called the meeting to order followed by the Pledge of Allegiance.

B. Those in attendance both online and in-person included:

Community Groups

- Mary Hartney, FL Fertilizer and Agrichemical Association

Emergency Management

- Amalia Arista, Hardee Co. EM
- Ashley Shive, ACT

Facility Owners and Operators

- Greg Hall, Publix Super Markets, Inc.
- James Villarreal, Gulfstream Natural Gas
- Gary Doyen, Mosaic Fertilizer
- Jenna Downing, Westlake Epoxy
- Keith Hazzard, Burris Logistics
- Calvin Bates, Vandolah Power Co., LLC

Firefighting

- Garrett Parnell, Polk Co. Fire Rescue

Health

- Vivian Hartzell, FL Dept. of Health in Hardee County

Local Environmental

- Ben Skidmore, Hull's Env. Services
- Todd Tanner, Haz Mat Special Services
- KC Straub, Haz Mat Special Services

Public

- Bianca B, Haz Mat Special Services
- Jon Belcher, FDEP, OER
- Matthew Vincent, FDEP
- Stacy Smith, Hardee Co. EM
- Brian Heard, The Sustainable Workplace Alliance
- Doug Lillie, Burris Logistics
- Tim Deese, Burris Logistics
- Dan Webb, Burris Logistics
- Jason Drinkard, A-C-T
- Brian Newhouse, Highlands Co. EM
- Donte Shepherd, DeSoto Co. EM

Staff

- Curtis Knowles, LEPC Staff
- April DaSilva, LEPC Staff

CENTRAL FLORIDA REGION LOCAL EMERGENCY PLANNING COMMITTEE

DeSoto, Hardee, Highlands, Okeechobee, and Polk Counties



2. Approval of the May 19, 2022 Central Florida LEPC Meeting Minutes

Actions Requested:	Approve Draft May 19, 2022 Central Florida LEPC Meeting Minutes
Motion	Gary Doyen
Second	Ashley Shive
Approved:	Passed

3. Old Business

The last SERC meeting held in July had a quorum and approved New Primary Member Appointments and New Alternate Member Appointments, see below:

New Primary Member Appointments:

Garrett Parnell, Polk County Fire, Firefighting
Todd Tanner, Haz Mat Special Services LLC., Local Environmental
Ashley Shive, A-C-T Environmental & Infrastructure Inc., Emergency Management
Joe Noel, Florikan, LLC, Facility Owners and Operators
Doug Lillie, Burris Logistics, Facility Owners and Operators
Greg Hall, Publix, Facility Owners and Operators
Ben Skidmore, Hulls Environmental Services, Local Environmental
Wes Allen, Florida Gas Transmission, Facility Owners and Operators

New Alternate Member Appointments:

Robert Alleva, Publix, Facility Owners and Operators
Brandon Hooper, Hulls Environmental Services, Facility Owners and Operators
KC Straub, Haz Mat Special Services LLC., Local Environmental

4. New Business

A. Ashley Shive with A-C-T Environmental & Infrastructure

Ashley Shive with A-C-T Environmental & Infrastructure reminded attendees that a tour of the ACT facility will be after the meeting. A-C-T is celebrating its 35th anniversary and has pledged to donate \$3,500.00 to various charities. Seven have been awarded with three left remaining. Ashley provided a quick overview of A-C-T the company. Ashly discussed and highlighted several examples of incidents.

B. Thomas Yatabe – SERC Award or Certificate of Appreciation Nomination

Included in the packets was an application for a member of the LEPC, business, individual, etc. for recognition. The state takes nominations to review then nominations attend the SERC meeting. These are for individuals who have done great work throughout

the year and are recognized on the State level. Curtis will need applications back in the next 3 weeks. Curtis suggested Domenic LetoBarone to be one of the nominations as he served on the SERC and Central Florida LEPC's training task force for several years. No additional nominations were provided.

C. Incident Report(s) Discussion for the Region

Garrett Parnell, Vice Chair, discussed an ammonia release in Lake Wales FL caused by a lightning storm. Some suction piping stopped working with ammonia still in the pipe that caused a failure in the relief valve. Approximately 100 gallons of ammonia was released, and 3 individuals were monitored by medical personnel. Pre-planning and being familiar with staff were very helpful during the incident. Discussion followed and questions were answered. Training emphasizes the importance of learning how to improve.

5. Subcommittee Reports

A. Membership

Curtis received several applications and will process them for the next SERC meeting in October. If anyone would like to be a member, please contact Curtis after the meeting.

The proposed quarter Primary Member appointments include:

- Jon Belcher, FL DEP, Local Environmental
- Stacy Smith, Hardee County EM, Emergency Management
- Heidi Huffman, FDEP South District, Local Environmental

B. State Emergency Response Commission (SERC) for Hazardous Materials

Curtis reported, during the SERC meetings, a long list of action items were reviewed and approved including minutes and appointments for all LEPC's across the state. The FDEM will be shifting their seven regions across the state to align with the LEPC regions in the next 3-5 years. However, Regional Domestic Security Task Force regions will not change. A grant manager is retiring at the State and that position will not be refilled. The pilot training program was completed for offshore hazmat. Several lessons were learned, and the training curriculum will be revised and relaunched. Curtis suggested being able to send the Polk County Hazmat Team to this training because of how many lakes/rivers are in the area. During the meeting it was discussed that the state would like local LEPC's to investigate various programs/manuals. Some training classes have been pre-approved. The State would like to see each LEPC create a list of what trainings they will need on a three-year rotation. Curtis discussed how we were able to hire a training consultant to work on LEPC training classes going forward. Also discussed, was the need to have a training subcommittee for our local LEPC.

C. Training

After the last LEPC meeting, Curtis met with Ashley Shive to go over her taking on the role of our LEPC Training Task Force Chair. Ashley agreed to be our new TTF Chair. Todd Tanner with Haz Mat Special Services volunteered to be Vice Chair and will discuss a few questions with Curtis before he can commit to this role.

Curtis provided the website for the Florida Division of Emergency Management's Training Calendar: <https://trac.floridadisaster.org/trac/trainingcalendar.aspx>. Trainings listed here are free to attend. Some standards have changed so please be aware that some advanced trainings will require new training. Below are a few classes in our Region:

- FDEM Region 4
 - G557: Rapid Needs Assessment
 - G400: Advanced Incident Command
 - FL601: Preliminary Damage Assessment

- FDEM Region 6
 - G191: Incident Command System / Emergency Operations Center Interface
 - G2300: Intermediate Emergency Operations Center Functions
 - G300: Intermediate Incident Command
 - L984: Strike Team / Task Force
 - G400: Advanced Incident Command

Curtis included additional information on training and conferences below. Please reach out to Curtis if you want to attend the Conferences. The LEPC can sponsor attendees however, you must get with Curtis first to ensure funding is available.

- TRANSCAER
 - <https://www.transcaer.com/training/training-events/us-fl>
 - Liquefied Natural Gas (LNG) Safety & Emergency Response Training

- 2022 HotZone Conference, Houston TX (October 20-23, 2022)
 - <https://hotzone.mobi>

- 2022 FL Hazardous Materials Training Symposium (January 17-20, 2023)
 - <https://www.flhazmatsymposium.org> – Registration opens October 1, 2022

6. Comments from Members/Public

James Villarreal with Gulfstream Natural Gas

Curtis sent out their Paradigm meeting that will be across the state. They will be running a clean PIG in Sept. and Smart PIG will be in October. Please reach out to James if you have any questions or want more information about classes/meetings.

Bryan Heard with The Sustainable Workplace Alliance (SWA)

This is his first time in attendance. His company conducts trainings across the US to include several trainings for the private sector as well as education of citizens. He would like to support the LEPC, please let him know if his company can help.

7. Next LEPC Meeting

The next LEPC meeting will be on November 17, 2022 at 9:30am. No one volunteered to host the next meeting at the meeting; however, Curtis requested if someone would like to host to let him know.

8. Adjourn

Garrett Parnell adjourned the meeting.

Respectfully submitted,

Garrett Parnell, LEPC Vice Chairman

This meeting was duly advertised in the August 3, 2022 issue of the FLORIDA ADMINISTRATIVE REGISTER, Issue: 48/151.

CENTRAL FLORIDA REGION LOCAL EMERGENCY PLANNING COMMITTEE

DeSoto, Hardee, Highlands, Okeechobee, and Polk Counties



CHAIRMAN: Dan Bartle
VICE-CHAIR: Garrett Parnell

Quarterly Meeting Minutes November 17, 2022 at 9:30 a.m.

Virtual at GoToMeeting

In-Person at A-C-T Environmental & Infrastructure, 1875 West Main Street Bartow, FL 33830

1. Call to Order

- A. Daniel Bartle called the meeting to order followed by the Pledge of Allegiance.
B. Those in attendance both online and in-person included:

Community Groups

- Mary Hartney, FL Fertilizer and Agrichemical Association

Emergency Management

- Ken Barksdale, Business Guard, Inc.

Facility Owners and Operators

- Keith Hazzard, Burris Logistics
- Rachel Garard, Arkema-ArrMaz

Interested Citizen

- Tim Bennet, RISC-Risk/Insurance Consulting

Local Environmental

- Ben Skidmore, Hull's Env. Services
- Todd Tanner, Haz Mat Special Services

Education

- Danial Bartle, Florida Polytechnic University

Staff

- Curtis Knowles, LEPC Staff
- April Dasilva, LEPC Staff

General Public

- Emilio Salabarria, Cyber Florida
- Sean Lynch, FDEP
- Jon Belcher, FDEP
- Heidi Hoffman, FDEP
- Sarah Hagar, Hardee County Fire Rescue
- Stacy Smith, Hardee County Emergency Management
- Jasson Drinkard, A-C-T

2. August 18, 2022 Minutes

Draft August 18, 2022 Central Florida LEPC Meeting Minutes were not approved as there was no quorum present.

3. Old Business

Recently received applications were not approved at the October SERC meetings, due to Hurricane Ian. Those applications will be on the next SERC agenda in January 2023.

4. New Business

a. Cyber Florida Presentation

Emilio Salabarría with Cyber Florida presented the recently approved program to conduct Risk Assessment of the state's critical infrastructure. The first due date of the program is currently set as 1/9/2023 with the final report due on 6/30/23. This assessment will help the state determine the FY 2024 budget. Cyber Florida intends to evaluate all 16 critical infrastructure sectors, not including Ft. Meyers. The surveys will measure both public and private infrastructure knowing that they both affect each other. The goal is to establish a baseline for the critical infrastructure within the state and then create recommendations to each sector based on the responses received. Emilio further clarified the state has paid for this service and there is no cost to participate. Surveys are anonymous and will be delivered to lifeline critical infrastructure sectors. Emilio also discussed how LEPC members can help with this data collection and encouraged members to complete the survey and share with other members, vendors, contractors, etc. Questions included: Can private companies participate in the survey? YES, please spread the word as well. Curtis helped clarify if a home-based zip code is out of state, please use the in-state local office zip code. Curtis will send the presentation slides to LEPC members with the encouragement to reach out to Emilio with questions.

b. Jason Drinkard with A-C-T Environmental & Infrastructure

Thank you again to A-C-T for hosting our LEPC meeting. A-C-T has been busy working through hurricane damage response/recovery in southwest Florida. Got contract to work with derelict vessels, will be working for approximately 1 month. Most of the A-C-T staff have temporarily relocated to Ft. Meyers for this project.

c. Proposed 2023 LEPC Meeting Calendar

Curtis reviewed the proposed dates for the LEPC meetings in 2023. All meetings will start at 9:30am. Currently the LEPC is looking at continuing a hybrid of in-person/virtual meetings. For anyone wanting to host, please reach out to Curtis.

- 1st Quarter – February 23, 2023 at 9:30am, Volunteer Location
- 2nd Quarter – May 4, 2023 at 9:30am, Volunteer Location
- 3rd Quarter – August 3, 2023 at 9:30am, Volunteer Location
- 4th Quarter – November 16, 2023 at 9:30am, Volunteer Location

d. Incident Report(s) Discussion for the Region

No incident reports were shared.

5. Subcommittee Reports

a. Membership

No applications have been received for new members. Current applications are still pending approvals from the SERC. Please send Curtis all applications for members and alternates.

b. State Emergency Response Commission (SERC) for Hazardous Materials

Next SERC, TTF and C&C Meetings are scheduled for January 2023 in conjunction with the 2023 Annual Hazmat Symposium. The hotel hosting the meetings received damage from recent Hurricanes resulting in closing the hotel for repairs. The State in conjunction with the Hazmat Symposium Executive Team are looking for alternatives.

c. Training

Below are the trainings in the region at this time: For other trainings, Curtis encouraged attendees to keep updated by going to the websites below for updated information.

- Central Florida LEPC Virtual EPCRA | E-Plan | Tier 2 Workshop
Jan 26, 2023, 9:00 – 11:00 AM
Please join my meeting from your computer, tablet or smartphone
<https://meet.goto.com/552091989>
You can also dial in using your phone
Access Code: 552-091-989
United States: [+1 \(872\) 240-3412](tel:+18722403412)
- Upcoming Florida Division of Emergency Management Training Calendar <https://trac.floridadisaster.org/trac/trainingcalendar.aspx>
 - FDEM Region 4
 - 2019 V G300: Intermediate ICS for Expanding Incidents
 - G228: Local Volunteer and Donations Management
 - G400: Advanced Incident Command
 - AWR-302 Pipeline Security for Rural Communities
 - FDEM Region 6
 - 2019 V G300: Intermediate ICS for Expanding Incidents
 - G400: Advanced Incident Command
 - L-962 NIMS ICS All-Hazards Planning Section Chief

- TRANSCAER
<https://www.transcaer.com/training/training-events/us-fl>
- 2022 FL Hazardous Materials Training Symposium (January 17-20, 2023)
<https://www.flhazmatsymposium.org> – Registration on hold

6. Comments from Members/Public – Please announce yourself before you speak

No comments.

7. Next CF-LEPC Meeting

The next LEPC meeting will be on February 23, 2023 at 9:30am, Location to be Determined. Curtis reminded attendees to reach out to him directly if they would like to host this meeting or any other future meetings.

8. Adjourn

Dan Bartle adjourned the meeting.