

CENTRAL FLORIDA REGION LOCAL EMERGENCY PLANNING COMMITTEE

DeSoto, Hardee, Highlands, Okeechobee, and Polk Counties



Quarterly Meeting Agenda
August 18, 2022 | 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/324338493 You can also dial in using your phone. United States: +1 (646) 749-3122 Access Code: 324-338-493</p>

1. Call to Order
 - a. Pledge of Allegiance
 - b. In Person and Virtual Attendance
2. Approve Draft May 19, 2022 Central Florida LEPC Meeting Minutes (attached)
3. Old Business
 - a. New Primary Member Appointments at the July 15, 2022 SERC meeting:
 - i. Garrett Parnell, Polk County Fire, Firefighting (New Primary Member)
 - ii. Todd Tanner, Haz Mat Special Services LLC., Local Environmental
 - iii. Ashley Shive, A-C-T Environmental & Infrastructure Inc., Emergency Management
 - iv. Joe Noel, Florikan, LLC, Facility Owners and Operators
 - v. Doug Lillie, Burriss Logistics, Facility Owners and Operators
 - vi. Greg Hall, Publix, Facility Owners and Operators
 - vii. Ben Skidmore, Hulls Environmental Services, Local Environmental
 - viii. Wes Allen, Florida Gas Transmission, Facility Owners and Operators
 - b. New Alternate Member Appointments at the July 15, 2022 SERC meeting:
 - i. Robert Alleva, Publix, Facility Owners and Operators
 - ii. Brandon Hooper, Hulls Environmental Services, Facility Owners and Operators
 - iii. KC Straub, Haz Mat Special Services LLC., Local Environmental

CENTRAL FLORIDA REGION LOCAL EMERGENCY PLANNING COMMITTEE

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4. New Business

- a. Ashley Shive with A-C-T Environmental & Infrastructure
 - i. A tour of their facility will be after the LEPC meeting. To get the number of people attending the tour, please let Curtis Knowles know you wish to join the tour.
- b. Thomas Yatabe – SERC Award or Certificate of Appreciation Nomination (**attached**)
- c. Incident Report(s) Discussion for the Region

5. Subcommittee Reports

- a. Membership
 - i. Proposed Quarter Primary Member Appointments
 1. Jon Belcher, FL DEP, Local Environmental
- b. State Emergency Response Commission (SERC) for Hazardous Materials
 - i. Recap the July 14, 2022 LEPC Chairs & Coordinators Meeting (C&C)
 - ii. Recap the July 14, 2022 Training Task Force Meeting (TTF)
 - iii. Recap the July 15, 2022 State Emergency Response Commission (SERC)
 - iv. Next SERC, TTF, C&C Meetings is scheduled from October 13-14, 2022 in Destin, Florida. The exact location has not been confirmed at this time.
- c. Training
 - i. New CF-LEPC Training Task Force Chair
 - ii. New CF-LEPC Training Task Force Vice Chair
 - iii. Upcoming Florida Division of Emergency Management Training Calendar
<https://trac.floridadisaster.org/trac/trainingcalendar.aspx>
 1. FDEM Region 4
 - a. G557: Rapid Needs Assessment
 - b. G400: Advanced Incident Command
 - c. FL601: Preliminary Damage Assessment
 2. FDEM Region 6

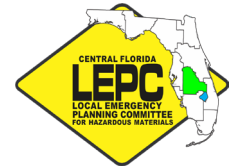
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- a. G191: Incident Command System / Emergency Operations Center Interface
 - b. G2300: Intermediate Emergency Operations Center Functions
 - c. G300: Intermediate Incident Command
 - d. L984: Strike Team / Task Force
 - e. G400: Advanced Incident Command
- iv. TRANSCAER
- <https://www.transcaer.com/training/training-events/us-fl>
 - 1. Liquefied Natural Gas (LNG) Safety & Emergency Response Training
- v. 2022 HotZone Conference, Houston TX (October 20-23, 2022)
- <https://hotzone.mobi>
- vi. 2022 FL Hazardous Materials Training Symposium (January 17-20, 2023)
- <https://www.flhazmatsymposium.org> – Registration opens October 1, 2022
6. Comments from Members/Public – Please announce yourself before you speak
7. Next CF-LEPC Meeting
- a. November 17, 2022 at 9:30am, Location to be Determined
8. Adjourn

CENTRAL FLORIDA REGION LOCAL EMERGENCY PLANNING COMMITTEE

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CHAIRMAN: Dan Bartle
VICE-CHAIR: Garrett Parnell

Quarterly Meeting Minutes May 19, 2022 at 9:30 a.m.

Publix (Milk Plant), Gate #9 (under the Cake Water Tower), 3045 New Tampa Hwy. Lakeland FL, 33815 and GoToMeeting Option: <https://meet.goto.com/882953261> You can also dial in using your phone. United States: +1 (786) 535-3211, Access Code: 882-953-261.

1. Call to Order

A. Dan 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

- Mitch Smeykal, Okeechobee County EM
- Rick Christoff, DeSoto County EM

Facility Owners and Operators

- Jenna Downing, Westlake Epoxy
- Greg Hall, Publix Super Markets, Inc.
- Robert Alleva, Publix Super Markets, Inc.
- Keith Hazzard, Burris Logistics
- Rachel Garard, Arkema-ArrMaz
- Joe Noel, Florikan ESA, LLC

Interested Citizen

- Tim Bennett, RISC-Risk/Insurance Consulting

Education

- Danial Bartle, Florida Polytechnic University

Staff

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

General Public

- Dontae Shepherd, DeSoto County Emergency Management
- Paul Osley, Publix Super Markets, Inc.
- Brenda Williams, Publix Super Markets, Inc.
- Jessica Massanelli, Publix Super Markets, Inc.
- Ashley Shive, A-C-T
- Jasson Drinkard, A-C-T
- Doug Lillie, Burris Logistics
- Dan Webb, Burris Logistics
- Tim Deese, Burris Logistics

2. Approval of the February 24, 2022 Central Florida LEPC Meeting Minutes

CENTRAL FLORIDA REGION LOCAL EMERGENCY PLANNING COMMITTEE

Actions Requested:	Approve Draft February 24, 2022 Central Florida LEPC Meeting Minutes (attached)
Motion	Mary Hartney
Second	Danial Bartle
Approved:	Passed

3. Old Business

No Old Business was reported.

4. New Business

- A. Greg Hall, Publix PSM/RMP Coordinator, has offered a tour of the Publix Milk Plant after the LEPC meeting. To get the number of people attending the tour, please let Curtis Knowles know you wish to join the tour.

Thank you to Greg from Publix for hosting us. Greg and Pete offered a tour after the meeting for those who were interested. The campus of Publix is broken into many supportive departments. The biggest hazard issue they face at these facilities is Ammonia. Publix also has a good fire prevention plan and robust training. Publix is highly invested in training for their employees and participating in the LEPC. Publix facilities conduct scenarios to help mitigate “disasters” as part of their regular training. Facilities managers are all hazmat trained. There is hope that in-person training will resume in the future. Discussion ensued on how other training can be helpful and important.

- B. Hazards Analysis (HA) and Local Emergency Planning Committee (LEPC) Proposed Contract Budgets

July is the start of the new fiscal year for both grants, HA and LEPC. The proposed fiscal year will include a reduction of \$10,000 in the LEPC budget (matching this current fiscal year) as well as the reduction in the number of battery facilities in the HA Grant. The state is making some concessions to try to alleviate these budget shortfalls from previous years; however, were not able to make up the difference for this year’s contracts.

- C. Hazardous Materials Emergency Preparedness (HMEP) Grant – Additional funds discussion

Looking at the current HMEP grant cycle, the State and the LEPC is in their last year of the three-year budget cycle. The Florida Division of Emergency Management indicated there are additional federal funds available for training or planning. FDEM is asking the LEPCs to submit a single page proposal for one low-cost and one high-cost item not to exceed a maximum of \$40,000. These funds must be spent by August 1, 2022. Please reach out to Curtis for more information. Question: Can any of those funds be used for overtime pay? – Yes, they are allowing overtime pay to attend LEPC sponsored trainings.

D. Draft Central Florida LEPC 2022 Hazardous Materials Plan (attached)

There are minor changes in the update: formatting, updated 2020 census data, and the 2019 American Community Survey data.

Actions Requested:	Approve Draft Central Florida LEPC 2022 Hazardous Materials Plan
Motion	Mary Hartney
Second	Danial Bartle
Approved:	Passed

E. Training Task Force Alternate Chair – Vacancy

Currently the CF-LEPC has a vacancy for the Training Task Force Alternate Chair position; however, since the agenda was created, the Chair position has become available as well. Both Joe Noel and Ashley Shire requested more information about these positions. Both would be interested in serving in either of these positions.

F. Incident Report(s) Discussion for the Region

No incidents to report.

5. Subcommittee Reports

A. Membership

Curtis Knowles reported the State Emergency Response Commission (SERC) did not have a quorum at their January 2022 and April 2022 meetings. This has pushed back approvals of new members and removal of old members. For anyone wanting a membership please let Curtis know. Below is the current list of membership applications waiting to be approved:

New Member Appointments, at the January and April SERC meetings (no quorum):

- i. Todd Tanner, Haz Mat Special Services LLC., Local Environmental
- ii. Garrett Parnell, Polk County Fire, Firefighting (New Primary Member)
- iii. Greg Hall, Publix, Facility Owners and Operators
- iv. Trevor Wavelet, FDEP, Local Environmental
- v. Wes Allen, Florida Gas Transmission, Facility Owners and Operators

New Alternate Member Appointments, at the January and April SERC meetings (no quorum):

- i. KC Straub, Haz Mat Special Services LLC., Local Environmental
- ii. Robert Alleva, Publix, Facility Owners and Operators
- iii. Jonathan Fabrizio, FDEP, Local Environmental

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

Curtis and Dan provided a recap of the Chairs and Coordinators Meeting, the Training Task Force Meeting, and the SERC meetings that took place in April 2022. Upcoming meetings for these are scheduled for July 14-15, 2022 in Naples Florida.

C. Training

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 typically free to attend. This provides a list of trainings that occur throughout the state and our Region. Curtis presented the Online Hazardous Materials Safety Officer training class will begin On June 27 and go through July 26, 2022. If you are interested in taking this course, please let Curtis know as soon as possible, so the LEPC can coordinate with the Response Technologies to pay for you to attend the course. Curtis will email out the information flyer with additional details on registration.

6. Comments from Members/Public

Burt McKee, Polk County

Requested to do a presentation at the next meeting. Polk County would like to be a leader in the community regarding Hazardous Waste. Polk County EOC is holding a training next Tuesday with other partners regarding hazardous waste. Burt and A-C-T will conduct the 40-hour OSHA class in both Polk and Hillsborough Counties. See Burt for more details. Burt provides the 8-hour OSHA class about twice per year if your agency needs to have this training. Daniel Bartle offered some classrooms to Burt during summer season at Florida Polytechnic University if he needs to use them.

Mitch Smeykal, Okeechobee County

Relatively quiet except for a few wildfires within their County.

Jenna Downing, Westlake Epoxy

The company Hexion was purchased by Westlake Epoxy, please update our records to reflect their new company name Westlake Epoxy.

7. Next LEPC Meeting

The next LEPC meeting will be on August 18, 2022 at 9:30am. Ashley with A-C-T offered to host the meeting at their office in Bartow.

8. Adjourn

Mary Hartney made a motion to adjourn the meeting, Dan Bartle seconded. Motion carried unanimously.

Respectfully submitted,

Danial Bartle, LEPC Chairman

This meeting was duly advertised in the May 3, 2022 issue of the FLORIDA ADMINISTRATIVE REGISTER, Issue: 48/86.

DRAFT



THOMAS YATABE - STATE EMERGENCY RESPONSE COMMISSION AWARDS PROGRAM PROCEDURES

The State Emergency Response Commission (SERC) has established the following procedures to guide the recommendations and review of nominations for the State of Florida Emergency Planning and Community Right-to-Know Act (EPCRA) Awards Program.

1. **Four categories of eligibility** are established for the awards program:
 - a. Recognition of an outstanding achievement, accomplishment or superior participation in the hazardous materials planning program by a **member of the SERC**.
 - b. Recognition of an outstanding achievement, accomplishment or superior participation in the hazardous materials planning program by a **member or alternate of a Local Emergency Planning Committee (LEPC)**.
 - c. Recognition of an outstanding achievement, accomplishment or superior participation in the hazardous materials planning program by an **individual, agency, or organization**.
 - d. Recognition of an outstanding achievement, accomplishment or superior participation in the hazardous materials planning program by an **industry or business**.

These categories may be expanded to address unique circumstances at the discretion of the SERC.

2. Each LEPC Chairperson shall submit the name of a single nominee, chosen from one the four categories of eligibility, who has made an outstanding contribution to the hazardous materials planning program **as the LEPC's nomination for a Thomas Yatabe - SERC Award**. Multiple nominees may be recommended for Certificates of Appreciation for their contributions to the program.
3. The single Thomas Yatabe - SERC Award and/or Certificates of Appreciations nomination(s) from each District shall be reviewed by the SERC's Membership Committee. The committee shall forward its recommendations to the SERC.
4. Recommendations for awards will be acted upon by the SERC on an annual basis at its fall (October) meeting. Awards will be given at the SERC January meeting.
5. Nominations for awards in each category may be offered by members of any category. All nominations must be received by the SERC by September to be considered for that year's awards. Nominations for recognition for outstanding contributions and certificates of appreciation, must be made in writing by the respective LEPC Chairperson, must be directed to the Chairman of the SERC, and must be accompanied by an Awards Nomination Form.
6. The SERC may elect to suspend or amend the time limitations of these procedures for good cause.

**THOMAS YATABE AWARDS PROGRAM NOMINATION FORM
STATE EMERGENCY RESPONSE COMMISSION**

CATEGORY: SERC MEMBER LEPC MEMBER BUSINESS OTHER

AWARD TYPE: THOMAS YATABE SERC AWARD
CERTIFICATE OF APPRECIATION

NOMINEE NAME:

NOMINEE OCCUPATION:

NOMINEE BUSINESS ADDRESS:

NOMINEE CITY/STATE/ZIP:

NOMINEE TELEPHONE:

NAME/TITLE/PHONE of Person Nominating the above Individual or Business:

REASON FOR NOMINATION:

BRIEF DESCRIPTION OF ACCOMPLISHMENTS:

.....
FOR STAFF USE ONLY:

DATE NOMINATION RECEIVED: _____

DATE ACTED UPON BY MEMBERSHIP COMMITTEE: _____

Completed forms must be emailed to Curtis Knowles, CF-LEPC Coordinator, cknowles@cfrpc.org