

CENTRAL FLORIDA REGION LOCAL EMERGENCY PLANNING COMMITTEE

DeSoto, Hardee, Highlands, Okeechobee, and Polk Counties



Quarterly Meeting Agenda

February 20, 2020 | 9:30 A.M.

Polk State College Center for Public Safety: Classroom 113
1251 Jim Keen Blvd., Winter Haven, FL 33880

1. Call to Order
 - a. Pledge of Allegiance
 - b. Please Sign-In
 - c. Announcements

2. Approval of the November 14, 2019 Central Florida LEPC Meeting Minutes

3. Old Business
 - a. Recap 2020 Hazmat Symposium (January 21, 2020 through January 24, 2020)
 - b. HAZMAT 160 Hybrid Training Class (Highlands, Polk, Sebring)

4. Subcommittee Reports
 - a. Membership
 - i. Requests to add/remove members
 - b. State Emergency Response Commission (SERC) for Hazardous Materials
 - i. Recap January 2020 SERC Meeting
 - ii. Thomas Yatabe Award (Mitch Smeykal) and Certificate of Appreciation (James Villarreal)
 - iii. Recap January 2020 LEPC Chairpersons/Coordinators Meeting
 - iv. Conflicts of Interest / Commission on Ethics
 - v. Dwayne L Mundy Lifetime Achievement Award Criteria
 - c. Training
 - i. Recap SERC Training Task Force January 2020 Meeting

5. New Business
 - a. Incident Reports
 - b. Other Hazardous Materials Types of Meetings/Trainings in Region
 - c. Appoint Chair for a term of two years
 - d. Appoint Vice Chair for a term of two years

6. Reports from Agencies/Companies – Please introduce yourself

7. Comments from Members

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



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8. Comments from Public

 9. 2020 CF-LEPC Meeting Schedule
 - a. May 14, 2020 – Highlands County (Request to change date)
 - b. August 20, 2020 – Hardee County
 - c. November 19, 2020 – Okeechobee County

 10. State Emergency Response Commission (SERC) for Hazardous Materials Meetings
 - a. Location
 - i. DoubleTree by Hilton St. Augustine Historic District
 - b. SERC Training Task Force
 - i. April 16, 2020 at 9:30am
 - c. LEPC Chairpersons/Coordinators
 - i. April 16, 2020 at 1:30pm
 - d. SERC
 - i. April 17, 2020 at 10:30am

 11. Adjourn

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



CHAIRMAN: Dep Chief Mike Linkins
VICE-CHAIR: Chris Kaelin

**Quarterly Meeting Minutes
November 14, 2019 | 9:30 A.M.**

DeSoto City Volunteer Fire Department: Station 19 - Training Room
6800 West George Boulevard Sebring, Florida 33875

1. Call to Order

Chairman Mike Linkins called the meeting to order followed by the Pledge of Allegiance.

All in attendance were asked to introduce themselves and to sign-in on the attendance roster. Those in attendance included:

Tom Moran	Jimmy Horner	Mike Linkins
Marshall Frasier	LaTosha Reiss	Curtis Knowles
Doug Cabe	Jenna Downing	Kelly Gibbs-Winiarz
Kevin King	Paul Moore	Kathy Hall
Rudy Bluhm	James Villarreal	
Carolyn Bluhm	Domenic LetoBarone	

Chair Linkins thanked Highlands County for hosting the LEPC meeting at the DeSoto City Fire Station #19.

Under announcements, Curtis Knowles introduced himself and stated as of October 1, 2019, he took over duties as the LEPC Coordinator for CFRPC.

2. August 15, 2019 Central Florida LEPC Meeting Minutes

The August 15, 2019 LEPC Minutes were circulated via email for review, comment and approval. Staff received a sufficient number of reviews and recommendations for approval to constitute a quorum, and they were signed by Chairman Linkins. From this point on, the minutes will be included in the Agenda materials for approval at the following meeting.

3. Old Business

A. 2020 HAZMAT Symposium is January 21 – 24, 2020

Curtis announced the HAZMAT Symposium will be held in Daytona Beach, and encouraged members to register and make their accommodations early. He added the CFRPC will know in the next few weeks if a budget to sponsor LEPC members for the Symposium will be available.

CENTRAL FLORIDA REGION LOCAL EMERGENCY PLANNING COMMITTEE

Chair Linkins added the Symposium is a great public/private partnership sponsoring a competition for HAZMAT Fire Rescue training.

B. Central Florida LEPC Contract

Curtis Knowles stated the LEPC Contract has been approved by the State. He provided the approved version of the contract and stated there were a few items changed from last year's contract. He summarized the requirements for each task listed in the contract. He pointed out Task 3: Emergency Planning and Community Right to Know Act (EPCRA) Presentations, and asked members to let him know if they make or need presentations, for either public or private sectors, that would qualify under the EPCRA program, as the LEPC Contract requires two (2) to be conducted per contract year.

James Villarreal, Gulf Stream Natural Gas, stated some of their training for emergency responders might qualify and he would provide Curtis with the information.

Carolyn Bluhm, Christian Emergency Readiness Training, stated her organization provides public/private training that might qualify under EPCRA as well.

Curtis Knowles presented an overview of the requirement to develop an Emergency Response Plan, which is a plan to coordinate with the Emergency Management departments in each county. He suggested everyone review the Plan and give him their feedback. It is due by June 30, 2020.

Curtis Knowles stated the LEPC Contract provides for training opportunities to bring in individuals across the state to provide training to first responders and emergency managers on the use of CAMEO and E-Plan software programs. He asked members if this training would be helpful to them and if so, please let him know so the training can get scheduled.

Chair Linkins suggested conducting the training on CAMEO and E-Plan in conjunction with the LEPC meetings. This would eliminate the need for yet another meeting for everyone, since they will already be gathered. He gave a brief explanation as to what E-Plan is and how it evolved over the years, and who is responsible to conduct the Hazards Analysis (HA) inspections. Members discussed the benefits of E-Plan and stated it works well for them. Chair Linkins stressed it is extremely important the information entered into E-Plan is accurate, and mentioned there is also a location map component to E-Plan.

Curtis Knowles referred to the HAZMAT Exercise requirements and stated the Contract offers two options. Option 1: Conduct one (1) HazMat-related exercise (Homeland Security Exercise and Evaluation Program (HSEEP) Full scale or Functional Exercise) or two (2) tabletop exercises. Option 2: Participate in a minimum of two (2) HSEEP Functional Exercises or tabletop exercises, full participation is required in assisting local emergency managers, hazmat facilities, and/or other organizations (e.g., schools, hospitals, local governments, etc.). He received several requests for table-top exercises from local businesses, and asked members to let him know which training they would prefer and he would work on developing a plan.

Curtis Knowles referred to Task 9 and asked members to let him know when training occurs so the training can be documented to fulfill LEPC Contract requirements. Also, if training is needed, please let him know and he will try to assist in providing that training.

Members discussed the trainings taken place recently in the region that might qualify.

4. Subcommittee Reports

A. Membership

Curtis Knowles explained how individuals can become members of the LEPC according to the State. He presented the official list of current LEPC members as provided to him from the State. He also presented an example of who an LEPC member is, and a copy of a membership application. He stated the membership list was not current and asked members to review the list and assist him in getting it updated so he could submit it to the State. He discussed the categories for membership and the primary and alternate position status. He stressed the importance of a diverse membership. Once the list is updated, he will update the email distribution list accordingly.

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

Chair Mike Linkins reported on the SERC meetings held on October 18, 2019 in San Destin. He stated the HAZMAT plans were approved, the Yatabe Awards submissions were accepted and the Training Task Force met to discuss the training needs/concerns around the State. A manual to streamline and document the Hazards Analysis process is being developed. They are working with the Florida Department of Environmental Protection (DEP) water group to develop a Standard Operating Guide (SOG) to advise the state watch office of any water release. The SERC has increased the number of Risk Management Plan (RMP) inspectors. They inspect the most dangerous kinds of facilities. He reported on a presentation conducted at the SERC meeting regarding Stim-Rad which is geared to protect against radiation exposure. Also, Burt McKee gave a report at the SERC meeting on the presentation he made in Huston Texas on his First Responder Initiative program, which outline ways facilities can reduce impacts to hazardous materials they have on at their facility, in an effort to make first responders safer. Chair Linkins stated the next SERC meeting is scheduled for January 2020.

Curtis Knowles provided a list of those people who were nominated by our LEPC for the Thomas Yatabe Award and Certificate of Appreciation which included Mitch Smeykal and James Villarreal respectively.

C and D. Training / Exercise

Dominic LetoBarone reported the Training Task Force is working on a number of Project Boxes. One is developing Offshore Marine Firefighting, forming 14 teams, and how it will be funded. Standard Operating Procedures (SOP) are being developed to give direction as to how to handle

particular emergency situations and hazardous materials. Also, the Task Force is in the process of updating the Executive Order that governs the SERC. The Task Force is looking for individuals to assist in HAZMAT Team Assessments around the state, in an effort to put the information into one centralized database. There will be 14 HAZMAT stations set up at the HAZMAT Symposium in January 2020. A discount code to preregister is available so the responsible party can pay for all their members at once.

Curtis asked LEPC members if they wanted to appoint a Training and Exercise subcommittee to discuss the training needed and exercises needed. Tom Moran thought it would be a good idea to have a multi-year training and exercise plan.

5. New Business

A. HAZMAT 160 Hybrid Training Class

Curtis Knowles stated this training was requested by Polk County Fire Rescue and has been conducted every couple of years in the region. A Request for Qualifications (RFQ) and Price Proposals has been submitted according to the Council's procurement procedures. RFQ's are due by November 15, 2020 and he asked for volunteers to serve on a committee to review the proposals and select a provider.

Chair Linkins volunteered himself and Todd Tanner to serve as the selection committee if all were in agreement, which they were.

B. Incident Report for Hazardous Materials

Curtis Knowles stated each quarter at the SERC meeting, the Florida Division of Emergency Management produces a report listing the incidents around the State. He explained how this information is gathered, and he provided the Incident Report to each member.

C. Other Hazardous Materials Types of Meetings/Trainings in Region

Curtis Knowles asked members to let him know when they have training or meetings scheduled for hazardous materials so he can announce it to the rest of the LEPC.

Chair Linkins announced Burt McKee with the Polk County Environmental Regulatory Committee is hosting a meeting on November 21, 2019 at Polk County EOC from 10:00am to 12:00pm. Representatives from Florida Department of Environmental Protection will present on a variety of subjects. The venue is large and can accommodate a large number of people. He asked Curtis to email the information to the LEPC membership.

Dominic LetoBarone added DEP in Temple Terrace will be hosting a free 24-hour HAZWOPER course on December 11 – 13, 2019.

Tom Moran stated DeSoto County EOC is hosting a PER345 and PER355, which is radiological equipment training on using monitors. This is a one-day class on December 9, 2019. Contact Chief Chad Jorgensen with DeSoto County Fire Rescue to register.

D. Central Florida LEPC Bylaws

Curtis Knowles stated he will be working on putting together Bylaws for the Central Florida LEPC. The bylaws will provide structure for the LEPC.

6. Reports from Agencies/Companies

Chair Mike Linkins reported Polk County Fire Rescue responded to several incident calls. He announced he will be retiring from Polk County Fire Rescue on February 28, 2020. Chair Linkins is willing to continue in the roll of LEPC Chairman if members see fit.

Dominic LetoBarone, DEP, reported DEP Emergency Response had two veteran responders retire recently. This year they have responded to at least 550 calls in their district of Citrus and Manatee Counties. He also reported on a crash on I-75 that occurred the night before this meeting with two semi-trucks and six other vehicles with multiple fatalities. The foam used to put out the fires ran off into a drain and into a swamp area. A vehicle was trapped under one of the semi-trucks. It will be a major investigation. Also, as of July 1, 2019, DEP brought back their law enforcement division. The DEP officers are seasoned in law enforcement. They have made numerous felony and misdemeanor arrests. He reported if an incident occurs and is not reported properly, and is discovered, it is an automatic third-degree felony.

James Villarreal, Gulf Stream Natural Gas, reported their six- to eight-hour Smart PIG run is scheduled for December 3, 2019. It will start in Hardee and end in Polk County. A PIG is a round, double-ended squeegee, fits into the pipe and runs the length of the pipe, tracks dents, gouges, metal loss, etc. within the pipe and indicates where in the pipe they occur.

Jena Downing reported she recently joined Hexion, from Mosaic, and will be replacing Bill.

Paul Warm, Hexion, reported on a reactor modification currently being conducted at his facility. They are working with DEP on a modification of their air permit.

Carolyn Bluhm, Christian Emergency Readiness Training (CERT), reported on her background and experience with the Denver Office of Emergency Management and Homeland Security in Colorado Springs, Colorado, and her and her husband Rudy's CERT service ministry. She felt their training and experience could possibly enhance the LEPCs outreach and education and offered to assist in any way possible. Their ministry addresses church safety and provides preparedness training for disaster events. Their effort is to enhance the work of the State and County Emergency Managers. She pointed out one of the biggest problems is not vetting church volunteers. She distributed information regarding their ministry.

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Curtis stated Polk and Highlands Counties have Long Term Recovery organizations that could benefit from the CERT program and Ms. Blum's knowledge working with local churches. He offered to provide her with more information.

Jimmy Horner, City of Lakeland, stated the City has hired an Emergency Manager, and the position will be under the city's Fire Rescue department.

Kevin King, Hardee County Health Department, reported on a recent fertilizer spill. Also, Hardee County continues to work on their Emergency Response Guides.

Kelly Gibbs-Winiarz, Supervisor for Chemical Security Regulation and for Cyber Security and Infrastructure Security Agency in Florida, stated her goal was to contact all the emergency managers in the state to work with them on their Tier II list in an effort to identify any outliers, as the lists ultimately should be the same. DHS is offering training and drills for first responders and LEPC members. Please sign up on their website.

Marshall Frasier, Florida Fertilizer and Ag Chemicals Association, stated they regularly conduct training and will communicate to staff when they plan to hold the next one.

Doug Cape, Florikan ESA, indicated DHS had been in contact with his organization but he had never met Ms. Kelly Gibbs-Winiarz personally, and he was there to learn all he could about regulation and compliance.

Chair Mike Linkins stated the last thing DEP or any other agency wants to do is issue citations for non-compliance. A lot of time the organizations do not know or understand the requirements on compliance. The LEPC meetings will help with know the requirements on compliance. He stated the LEPC and its members would be happy to help and answer questions.

Tosha Reiss, Highlands County Emergency Management, stated they have six new firefighters and a few of them are pursuing HAZMAT team training.

7. Comments from Members

No additional comments were made.

8. Comments from Public

No comments were made.

9. 2020 CF LEPC Meeting Schedule

Curtis Knowles presented a proposed meeting schedule for 2020. Rather than deciding on the next meeting date at each meeting, he suggested setting the dates for the next year at the last meeting of the year. Those dates were as follows:

CENTRAL FLORIDA REGION LOCAL EMERGENCY PLANNING COMMITTEE

February 20, 2020 in Polk County

May 14, 2020 in Highlands County

August 20, 2020 in Hardee County

November 19, 2020 in Okeechobee County

All meetings will be held at 9:30 a.m.

10. 2020 CF-LEPC Subcommittees Meeting Schedule

Curtis Knowles stated the subcommittees will meet as necessary according to the bylaws once they are established.

11. State Emergency Response Commission (SERC) for Hazardous Materials Meetings

Curtis Knowles announced the next SERC Training Task Force meeting is scheduled for January 21, 2020 at 9:30am in Daytona Beach and the SERC meeting is January 22, 2020 at 10:30am in Daytona Beach. Also, the LEPC Chairpersons/Coordinators meeting will be held January 21, 2020 at 3:30pm in Daytona Beach.

Next Meeting

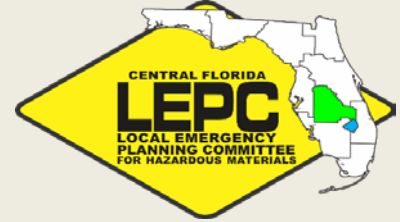
The next LEPC meeting is scheduled for February 20, 2020 in Polk County at 9:30 a.m. Location will be announced.

12. There being no further business, the meeting adjourned.

Respectfully submitted,

Mike Linkins, LEPC Chairman

This meeting was duly advertised in the October 29, 2019 issue of the FLORIDA ADMINISTRATIVE REGISTER, Issue: 45/211.



LOCAL EMERGENCY PLANNING COMMITTEE NOMINATION FORM

LEPC DISTRICT:		Date:	
MEMBERSHIP TYPE:			
NOMINEE'S NAME:			
IF ALTERNATE, PRIMARY'S NAME:			
JOB TITLE:			
PLACE OF EMPLOYMENT:			
MAILING ADDRESS:			
CITY, STATE, ZIP:			
COUNTY:			
PHONE NUMBER (Work):			
CELL PHONE NUMBER:			
FAX NUMBER (Work):			
EMAIL ADDRESS:			
OCCUPATIONAL CATERGORY:			

Explanation of Choice of Category (if necessary):

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Please attach chairperson's recommendation (if alternate, also attach primary member's letter of recommendation).

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STATE OF FLORIDA


DIVISION OF EMERGENCY MANAGEMENT

Ron Desantis
Governor

Jared Moskowitz
Director

MEMORANDUM

TO: Members of the Local Emergency Planning Council and Training Taskforce
CC: State Emergency Response Commission
FROM: Erik L. Saylor, Deputy General Counsel
DATE: January 15, 2020
SUBJECT: Questions about Form 1 and Conflicts of Interest



The Division's Legal Office would like to provide the following update on a few matters discussed at recent quarterly meetings.

First, the Division would like to thank Richard (Ric) Delp for his assistance in tracking down the history of Local Emergency Planning Committee (LEPC) members filing Form 1 disclosure forms. According to an email received by Mr. Delp from the Commission on Ethics and forwarded to the Division, members of the LEPC do not have to file a Form 1 with their local supervisor of elections. This change in filing status occurred around the year 2000 when the definition of "local officer" was changed in Section 112.3145(1)(a), Florida Statutes. Please note, while membership on the LEPC does not itself require you to file a Form 1 with the Commission on Ethics, you may individually have to file a Form 1 for other reasons (i.e., you are a member of the SERC, or your public employment status requires that you file a Form 1).

Second, questions about conflicts of interest by members of either SERC Training Task Force (TTF) or LEPC have been discussed at the last several TTF and LEPC meetings. Conflicts of interest are potential issues for public employees with secondary employment. This is especially true if the member is a public employee and has secondary employment that could intersect or overlap with their public employment and/or role with the TTF or in their LEPC. Public employment includes, but is not limited to, employment by a public entity such as a fire department, law enforcement agency, etc.

Therefore, if a public employee member of the TTF or LEPC (or potential member) has a second job or secondary source of income from a business they or a family member owns that could intersect or overlap with their role on the TTF or LEPC, or "do business" in their LEPC's geographical areas, please contact the Commission on Ethics and request an informal, written opinion from the Commission on Ethics as it relates to their membership on the TTF or LEPC and their secondary employment or business venture to ensure there is no conflict of interest.

Similarly, if a non-public employee member of the TTF or LEPC (or potential member) owns a business, family member owns the business, or is employed by a business that has the potential for "doing business" in their LEPC's geographic area, please request an informal, written opinion from the Commission on Ethics as it relates to their membership on the TTF or LEPC and their business venture to ensure there is no conflict of interest.

When in doubt about a potential conflict, please seek an informal, written opinion from the Commission on Ethics based upon your unique facts and circumstances. If you have any questions about the items discussed in this memorandum, please contact the Legal Office.

Curtis Knowles

From: AlAsadi, Anhar <Anhar.AIAsadi@em.myflorida.com>
Sent: Wednesday, January 22, 2020 4:35 PM
To: Burt McKee; Butch Loudermilk; C. J. Kammerer; ccfcrchief3@gmail.com; Chief Murphy; Chief Steve Shaw; Chuck Carter; David W. Mcintire; LetoBarone, Domenic (DEP); Dwayne Mundy; Erick Solera; Forest Willis; Frank DeFrancesco; Frank Lasaga - City of Stuart Fire Rescue (flasaga@tji.martin.fl.us); Garrett Griffin; James Brothers; Joel Sneed; John Kohnke (Office of the Chief Financial Officer); John Meyer; Scott, John; Jonathan Lamm (jlamm@cocoaf.org); Kathryn Boer; Keila Walker; Lt. Maikel Garcia; Manny Cela; Mathew Marshall; Melissa Woehle; Michelle Cechowski; Pat Feagle; Ray McDonald; Richard Delp (rdelp@baskervilledonovan.com); Richard Foster; Rick Stilp; Roff, Nick; Scott.Chappell@myfloridacfo.com; scott.ehlers@myclearwater.com; Susan Schell; TJ Smith (asmith@cprpensacola.com); Tylor Nolen; zannett@theapc.com; bruceporter@hotmail.com; Peters, Kevin (Leon Co EM); Mike Linkins; Morgan, Shayne (Columbia Co EM); Anthony Carpanini; Curtis Knowles
Cc: Dietrich, Robert; Guthrie, Kevin; Culbreath, EreK
Subject: FW: Commission on Ethics (COE) - Contact Information

FYI!

From: Saylor, Erik <Erik.Saylor@em.myflorida.com>
Sent: Tuesday, January 21, 2020 10:10 AM
To: AlAsadi, Anhar <Anhar.AIAsadi@em.myflorida.com>
Cc: Dietrich, Robert <Robert.Dietrich@em.myflorida.com>; Guthrie, Kevin <Kevin.Guthrie@em.myflorida.com>
Subject: Commission on Ethics (COE) - Contact Information

Anhar,
Would you forward this email to the TTF and LEPC members?

The Commission on Ethics (COE) contact information:

<http://www.ethics.state.fl.us/AboutUs/ContactUs.aspx> - Telephone: (850) 488-7864

To request an *informal*, written ethics opinion, please call the number above and ask for the COE Legal Section.

- **The COE Legal Section** drafts legal opinions, orders, rules, and proposed legislation for consideration by the Commission, represents the Commission in litigation, and **responds to inquiries about the ethics laws.**

To request a *formal*, ethics opinion from COE, follow the procedures here:

http://www.ethics.state.fl.us/Support/FAQs.aspx#request_opinion

The COE also publishes the **GUIDE to the SUNSHINE AMENDMENT and CODE of ETHICS for Public Officers and Employees** (2020), available at

<http://www.ethics.state.fl.us/Documents/Publications/GuideBookletInternet.pdf?cp=2020121>

Note: Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request to the Commission on Ethics, do not send electronic mail to the COE. Instead, contact the COE by phone or in writing.

If you have any additional questions, please contact me or any attorney at the COE.

Sincerely,

Erik L. Sayler

Deputy General Counsel

Florida Division of Emergency Management

2555 Shumard Oak Boulevard

Tallahassee, Florida 32399-2100

Direct: (850) 815-4154 | Mobile: (850) 694-6620 | Erik.Sayler@em.myflorida.com



Most written communications to or from state employees are public records obtainable by the public upon request. Emails sent to me at this email address may be considered public and will only be withheld from disclosure if deemed confidential pursuant to the laws of the State of Florida.

**Dwayne L. Mundy Hazardous Materials Response & Preparedness
Lifetime Achievement Award
Statewide Local Emergency Planning Committees**

CRITERIA

The Dwayne L. Mundy Hazardous Materials Preparedness & Response Lifetime Achievement Award is intended for individuals nominated by their respective Local Emergency Planning Committee (LEPC). The ten Statewide LEPCs may nominate one or more individuals from the LEPC region and submit to the State Emergency Response Commission (SERC) for approval and award. The Award is not required, intended, nor expected to be an annual nomination such as the annual Thomas Yatabe Award, but rather when an individual has met the criteria and the LEPC wishes to recognize that individual. The individual may be nominated if they possess at least 10 years or more of documented accomplishment and/or efforts to implement, administer, and/or mentor in the field of hazardous materials. Preparedness planning, exercise, training development/delivery for chemical releases, preservation, mitigation, safety, sustainable program development, and/or superior coordination between responder or supporting agencies to protect first responders, facility personnel, and community populations within their respective region.

Individuals who have had a significant impact on a community, local, regional, or State government departments, agencies, and/or other public/private, or non-governmental organizations may be demonstrated in one or more of the following ways:

- **Programs & Projects:** The individual designed or implemented one or more program(s) or completed project(s) that have been integral to the success of department or agency planning and/or operations, widely replicated, or integrated into preparedness, operations, or recovery plans related to hazardous materials release/emergency management, coordination, and communications;
- **Products:** The individual has developed influential tools, models, frameworks or other products for first responders, response or supporting agencies, and/or chemical facilities used to advance education, training, and/or exercise execution related to hazardous materials release planning, preparedness, operations, and/or recovery;
- **Presentations & Publications:** The individual has made meaningful contributions to the body of knowledge in higher education through conference presentations, newsletters, articles, books, and/or other written works; and
- **Service & Mentorship:** The individual has contributed substantial time and expertise to build hazardous materials related planning and response community networks, committees, boards, or other organizations, fostering coordination that further the mission of EPCRA, solidifies and strengthens cohesion within LEPC memberships, responder and supporting agencies, State advisory committees, task forces, workgroups, and community organizations. Has exhibited leadership by contributions through mentoring, or participating in mentoring individuals, department or agency personnel, and/or community groups or organizations.

ELIGIBILITY

LEPC members may nominate any individual who meets the criteria above for approval by the SERC. Individual nominations may be submitted to the respective LEPC Coordinator or Chairperson. Individuals serving in the following capacities and is inclusive of the LEPC membership occupational categories set forth by the Emergency Community Right-to-Know Act (EPCRA), the SERC guidelines, and LEPC Bylaws:

- The nominee is recognized for long-term outstanding achievement, accomplishment, or superior participation in fields of planning, preparedness, mitigation, operations, response and/or recovery programs, projects, or product development associated with hazardous materials, or in dedication of service to EPCRA, the State Training Task Force (TTF), and/or the Florida Division of Emergency Management (FDEM). The nominee may be an individual primary or alternate member of the region's LEPC from any of the membership categories, from a public or private agency, organization, industry, or business. Categories may be expanded to address unique circumstances at the discretion of the LEPCs, the SERC, and within EPCRA guidance.
 - Local, regional, State, and federal government departments or agencies;
 - Private industry or business, corporations, LLC, or other entities;
 - Public response departments or agencies that include: Fire rescue, law enforcement, health departments, environmental, hospital, emergency management and other responder supporting agencies; and
 - LEPC Local Option categories represented on LEPCs' include but are not limited to: educational, safety, health, risk management, and security.

NOMINATION PROCESS

Annually, the ten (10) Statewide LEPCs are invited to nominate an individual they feel are deserving of the Dwayne L. Mundy Preparedness & Response Lifetime Achievement Award. Nominations shall be submitted to the region LEPC and in turn will be submitted to the SERC.

- 1) Nominations for the Award(s) may be submitted by members of the region LEPC and may be from any membership category, including Local Option category as noted above.
- 2) Application is made by submitting the nomination form with a detailed description of the nominee's contributions to the LEPC coordinator or chairperson. Nominations shall be made in hardcopy or electronic format to the LEPC coordinator or chairperson in each region by any member of the LEPC.
- 3) The respective LEPC will submit the nomination package to the SERC by September 1st for review and approval by the SERC. Accompanying documentation may be submitted with the nomination form to provide information to the SERC, and may include, but is not limited to articles, publications, contribution program information items, or a synopsis of contributions.

- 4) Nominations submitted but not awarded must be resubmitted annually. More than one (1) nominee may be selected to receive the Award and is subject to LEPC approval. There is not a requirement to select a nominee annually; rather this award is reserved for those that have exhibited exemplary service and contribution over and above ten (10) years of service. Self-nominations are not accepted.

SELECTION PROCESS

The respective LEPC coordinator and chairperson for each region shall review nominations received and select one or more individuals to receive the Award based on the criteria. If only one nominee is received, the LEPC shall review and approve nomination, prepare the nomination package, and submit to the SERC for approval at the October meeting and presentation at the January SERC meeting.

RECIPIENT RECOGNITION

The Award recipient may receive one of the following suggested recognition items listed below. The list by no means exhaustive or limited to these items and is subject to availability and funding.

- Complimentary entry to the Annual Hazmat Symposium conference in the year they receive the award;
- Recognition during the Annual Hazmat Symposium Conference's opening ceremony;
- Plaque
- Challenge coin
- Certificate of recognition