

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



---

**Quarterly Meeting Agenda**  
**February 18, 2021 | 9:30 A.M.**

Virtual via GoToMeeting

Please join the meeting from your computer, tablet, or smartphone.

<https://global.gotomeeting.com/join/254880325>

You can also dial in using your phone (872) 240-3212 | Access Code: 254-880-325

1. Call to Order
  - a. Virtual Attendance
  - b. Announcements
  
2. Approve Draft November 18, 2020 Central Florida LEPC Meeting Minutes
  
3. Old Business
  - a. CF-LEPC Hazardous Materials Plan Update
  - b. February 11, 2021 How to Comply Workshop with E-Plan Training GoToMeeting Recap
  - c. PHMSA's 2020 Emergency Response Guidebook
  
4. Subcommittee Reports
  - a. Membership
    - i. Requests to add/remove members
  - b. State Emergency Response Commission (SERC) for Hazardous Materials
    - i. Recap the 11/19/20 SERC Virtual Meeting
  - c. Training
    - i. 2020-2021 FY HMEP Training Funds
      1. HAZMAT Teams (Polk and Highlands) Assessment – Received State Approval
      2. Are there any other training needs in region?
  
5. New Business
  - a. Central Florida LEPC's Thomas Yatabe Award Winner Announcement and Presentation
  - b. Incident Report Discussion for the Region
  
6. Comments from Members – Please announce yourself before you speak
  
7. Comments from Public – Please announce yourself before you speak
  
8. Next CF-LEPC Meeting: May 27, 2021 at 9:30am – Format/Location TBD
  
9. Adjourn

# CENTRAL FLORIDA REGION LOCAL EMERGENCY PLANNING COMMITTEE

*DeSoto, Hardee, Highlands, Okeechobee, and Polk Counties*



CHAIRMAN: Todd Tanner  
VICE-CHAIR: Dan Bartle

## Quarterly Meeting Minutes November 18, 2020 | 9:30 a.m.

Please join the meeting from your computer, tablet, or smartphone.

<https://global.gotomeeting.com/join/940652117>

Join the conference call: +1 (872) 240-3412 -- Access Code: 940-652-117

### 1. Call to Order

A. Chairman Todd Tanner called the meeting to order followed by the Pledge of Allegiance.

### B. Attendance:

#### Community Groups

- Mary Hartney, FL Fertilizer and Agrichemical Association

#### Emergency Management

- Jeff Tambasco, DeSoto County EM
- Amalia Arista, Hardee County EM
- Laura Calvillo, Hardee County EM

#### Facility Owners and Operators

- Michael Laycock, Energy Transfer/Florida Gas Transm. Co.
- Gary Doyen, Mosaic Fertilizer
- Doug Lillie, Burris Logistics
- Keith Hazzard, Burris Logistics

#### Firefighting

- Todd Tanner, Polk County Fire Rescue

#### Health

- Kevin King, FL Dept of Health – Hardee County

#### Interested Citizen

- Tim Bennett, RISC

#### Local Environmental

- Domenic LetoBarone, FDEP

#### Education

- Danial Bartle, Florida Polytechnic University

#### Staff

- Curtis Knowles, LEPC Staff
- Kathy Hall, LEPC Staff

#### General Public

- Hillary Holley, Jimmy Patronis, Florida Chief Financial Officer's Office
- Michelle Cechowski, East Central LEPC
- Rick Christoff, DeSoto County EM
- Joe Noel, Florikan ESA, LLC
- Burt McKee, Polk County BOCC

### C. Announcements:

No announcements were made.

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

Curtis Knowles stated he received one notification of a spelling error, which he corrected. He asked if there were any other changes to the August 20, 2020 Central Florida LEPC Meeting Minutes.

### **MOTION**

There being none, Dan Bartle moved to approve the August 20, 2020 CF-LEPC Meeting Minutes as presented. Mary Hartney seconded.

Motion carried unanimously.

## **3. Old Business**

### **A. CF-LEPC Hazardous Materials Plan Update (Pending SERC Approval on 11/19/20)**

Curtis Knowles reported the State reviewed the Plan and had no changes and it is officially on the SERC Agenda for their meeting on November 19, 2020. He will let members know once it is approved and available.

### **B. PHMSA's 2020 Emergency Response Guidebook**

Curtis Knowles stated there are Guidebooks left for anyone who might need more to distribute. They are being stored at Polk County Fire Rescue facility. Please coordinate with Todd Tanner for pickup. The Guidebook is also available for download for the pdf or mobile app versions at: <https://www.phmsa.dot.gov/hazmat/erg/emergency-response-guidebook-erg>.

## **4. Subcommittee Reports**

### **A. Membership**

Curtis Knowles asked anyone in attendance who is not a member and would like to be, to let him know and he would get them an application.

### **B. State Emergency Response Commission**

Curtis Knowles stated the SERC meeting was held virtually on September 10, 2020 where they appointed members to the local LEPCs along with a few other necessary items. Another larger meeting is scheduled for November 19, 2020 where they will be approving Hazardous Materials Plans, and allowing LEPC reports, as well as review the incident reports. This meeting will not include the Training Task Force nor the LEPC Chairs meeting. It is anticipated the January 2021 meeting will be an in-person meeting and will include the Training Task Force and LEPC Chairs' meeting. Mr. Knowles presented the Risk

---

Management Plan inspection schedule, and stated Polk County facilities are scheduled for inspection beginning in March 2021.

### C. Training

Curtis Knowles stated the HMEP Training Fund is currently \$54,892.07. Polk County's Live Fire was funded, and they plan to conduct an in-person training with live simulation starting in January 2021.

Todd Tanner stated once the dates are set, that information will be forwarded to the fire departments in the LEPC district for those who would like to participate. The training will involve flammable liquid burns and simulation on tankers with anhydrous ammonia.

Curtis Knowles stated Polk County's HAZMAT has requested to have their entire team fully assessed for all training capabilities. Also, Highlands County is planning to start up a HAZMAT Team, so he is extending the offer to Highlands. He has submitted the request to the state for consideration as a planning project. He is waiting for approval.

## 5. New Business

Curtis Knowles asked members if there had been any incidents in the Region they would like to share.

Mike Laycock reported that Florida Gas Transmission is planning a routine natural gas pipeline release on November 19, 2020 in Auburndale.

Dominic LetoBarone, FDEP, reported they responded to 458 calls. He reported the dredging process of Lake Martha for the diesel spill that occurred a few months ago, will begin soon. FDEP has had an unusual amount of used oil-dumpings lately, which have been responded to and are being investigated. He reported on a 1,400-gallon sodium hypochlorite spill. He responded to the spill with assistance from Burt McKee to conduct training. ACT was contracted for cleanup. There was an incident of asphalt that was sprayed or spilled in Hardee County on a long stretch of roadway. Mr. LetoBarone thanked Burt McKee for assisting FDEP with three SQG cases of facilities that were out of compliance. FDEP participated with 8-hour refresher courses with Burt McKee.

Burt McKee reported he was at the ERG meeting with Polk County where Auburndale attended and outlined the steps they were taking to insure they would not have a repeat incident in the future.

Dominic LetoBarone also thanked Mike Laycock with Florida Gas Transmission Company for the important pipeline safety training.

# CENTRAL FLORIDA REGION LOCAL EMERGENCY PLANNING COMMITTEE

---

Curtis Knowles presented a proposed LEPC meeting schedule for 2021. Those dates were: February 18, May 27, August 19, and November 18, 2021. Location and/or format will be decided as the year progresses.

Curtis Knowles reported the EPCRA How to Comply Workshops will be conducted virtually. He will pass on the dates once they are made available.

Curtis Knowles reported on Emergency Reporting, Senate Bill 538, which requires all Counties to report incidents.

## 6. Comments from Members

Todd Tanner stated he will forward the dates of the Live Fire Training to Curtis for distribution to municipalities.

Burt McKee stated the LEPC was fortunate to have Curtis Knowles, as he did a great job reviewing the Emergency Response Guidebook at the recent Polk County Environmental Regulatory meeting. Polk County is providing training so their facilities will be able to make good compliance and safety decisions.

## 7. Comments from Public

No comments were made.

## 8. Next CF-LEPC Meeting

The next CF-LEPC Meeting was scheduled for February 18, 2021. The location or format will be announced.

## 9. Adjourn

There being no further business the meeting adjourned.

Respectfully submitted,

---

Todd Tanner, LEPC Chairman

This meeting was duly advertised in the November 4, 2020 issue of the FLORIDA ADMINISTRATIVE REGISTER, Issue: 46/216.