

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



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

IN PERSON	VIRTUAL VIA GOTOMEETING
Polk County Emergency Operations Center 1890 Jim Keene Blvd Winter Haven, FL 33880	Please join the meeting from your computer, tablet, or smartphone. https://global.gotomeeting.com/join/940121029 You can also dial in using your phone. United States: +1 (872) 240-3412 Access Code: 940-121-029

1. Call to Order
 - a. Pledge of Allegiance
 - b. In Person and Virtual Attendance
2. Approve Draft August 19, 2021 Central Florida LEPC Meeting Minutes (attached)
3. Old Business
4. New Business
 - a. In person guest speaker, Elizabeth A LaDow, Community Liaison Southern Region, US DOT Pipeline and Hazardous Materials Safety Administration
 - b. Incident Report Discussion for the Region
 - c. Proposed 2022 CF-LEPC Meeting Schedule
 - i. 1st Quarter – February 24, 2022 at 9:30am
 - ii. 2nd Quarter – May 19, 2022 at 9:30am
 - iii. 3rd Quarter – August 18, 2022 at 9:30am
 - iv. 4th Quarter – November 17, 2022 at 9:30am
5. Subcommittee Reports
 - a. Membership
 - i. New Member Appointments, at the SERC 10/22/2021 Meeting:
 1. Bridjette Bucell, FDEP, Local Environmental
 2. Richard Christoff, DeSoto County, Emergency Management

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- ii. New Alternate Member Appointment, at the SERC 10/22/2021 Meeting:
 - 1. Corey Amundsen, Highlands County, Emergency Management
- iii. Proposed Member Appointments:
 - 1. None currently requested
- b. State Emergency Response Commission (SERC) for Hazardous Materials
 - i. Recap the October 21, 2021 LEPC Chairs & Coordinators Meeting (C&C)
 - ii. Recap the October 21, 2021 Training Task Force Meeting (TTF)
 - iii. Recap the October 22, 2021 State Emergency Response Commission (SERC)
 - iv. Next SERC, TTF, C&C Meetings will be January 18-19, 2022 at The Plaza Resort and Spa in Daytona Beach, FL
- c. Training
 - i. 2022 Hazardous Materials Training Symposium
 - 1. Located at The Plaza Resort and Spa in Daytona Beach, FL from January 18 – 21, 2022. <https://www.flhazmatsymposium.org>
 - 2. Florida Division of Emergency Management Training Calendar <https://trac.floridadisaster.org/trac/trainingcalendar.aspx>
- 6. Comments from Members/Public – Please announce yourself before you speak
- 7. Next CF-LEPC Meeting
 - a. Date/Time/Location to be agreed upon with Item 4c above
- 8. Adjourn

CENTRAL FLORIDA REGION LOCAL EMERGENCY PLANNING COMMITTEE

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CHAIRMAN: Todd Tanner
VICE-CHAIR: Dan Bartle

Quarterly Meeting Minutes August 19, 2021 | 9:30 a.m.

GoToMeeting: <https://global.gotomeeting.com/join/380637005>

Call in option: United States: +1 (646) 749-3122 | Access Code: 380-637-005

1. Call to Order

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

B. Roll was called and the following members virtually participated:

Community Groups

- Marshall Frasier, FL Fertilizer and Agrichemical Association

Emergency Management

- Laura Calvillo, Hardee County EM

Facility Owners and Operators

- James Villarreal, Gulfstream Natural Gas
- Gary Doyen, Mosaic Fertilizer
- Keith Hazzard, Burris Logistics
- Rachel Garard, Arkema-ArrMaz

Firefighting

- Todd Tanner, Polk County Fire Rescue
- Garrett Parnell, Polk County Fire Rescue

Interested Citizen

- Tim Bennett, RISC

Education

- Danial Bartle, Florida Polytechnic University

Local Environmental

- Domenic LetoBarone, FDEP

Staff

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

General Public

- Burt McKee, Polk County BoCC

2. Approve May 27, 2021, Central Florida LEPC Meeting Minutes

Curtis Knowles asked if there were any changes to the May 27, 2021, Central Florida LEPC Meeting Minutes.

MOTION

There being none, Dan Bartle moved to approve the May 27, 2021, Central Florida LEPC Meeting Minutes as presented. Todd Tanner seconded.

Motion carried unanimously.

3. Old Business

No Old Business was presented.

4. Subcommittee Reports

A. Membership

Curtis stated he had received a membership application from Highlands County. This application will be presented to the State Emergency Response Commission (SERC) for consideration and approval.

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

Curtis stated the State Emergency Response Commission (SERC) met virtually for their LEPC Chairs and Coordinators Committee on August 10, 2021. He reported FDEM will be converting to a grant management software called Salesforce. This new system should improve the ease of use for LEPC and HMEP grant work. Also, the HazMat Symposium for 2022 is scheduled to be conducted in-person at the Plaza Resort and Spa in Daytona Beach from January 18 - January 21, 2022. The HazMat Competition is scheduled to be held at the Volusia Training Grounds. To get more information and register visit: <https://www.flhazmatsymposium.org>.

James Villarreal, Gulfstream Pipeline, announced that Gulfstream was excited to submit a proposal to the HazMat Symposium to conduct a training class on the large interstate gas pipelines again this year.

Curtis thanked James as this training class is much needed and well received.

Curtis continued by saying the Hazardous Analysis inspections for the region will be held virtually for the first quarter, and possibly in-person thereafter.

He reported the State had a shortfall in their Operating Trust Funds with a \$10,000 decrease in LEPC grants for this fiscal year. Facilities with Batteries were removed from the Hazardous Analysis inspection list for this year to compensate for the funding decrease. This \$10,000 shortfall will not affect the HMEP Training Grants, as it is a separate funding source.

The next SERC and subcommittee meetings are scheduled for October 20 through 22, 2021 at the Hyatt Regency in Sarasota.

Dominic LetoBarone, DEP, stated since the Training Task Force had not met for a while, the meeting was a refresher to get it started back up with items that had been tabled since the start of COVID-19. He reviewed the main points of the meeting, which included the Project Manuals for the Operations of Awareness being completed, along with the instructor guide and the student guide. Those documents are available, but he wasn't sure if a passcode would be needed. Also discussed at the Task Force meeting was the HazMat Offshore Project. The Task Force continues to work with in conjunction with Nova Southeastern to draft a curriculum that provides guidance in the event of an offshore vessel fire. Members should know by November if the HazMat Symposium will need to be cancelled due to COVID-19.

C. Training

Curtis stated the LEPC has funds remaining for the HMEP grant which ends in about six weeks. He asked members to let him know if they had a training need that could be completed in that time frame especially if multiple members can benefit. This training would need to have a HazMat tie to qualify to be funded at no cost to members' agencies. He also announced since COVID-19 interrupted training last year, HMEP Training funds are being allowed to roll-over from this year into next year. Curtis provided website where members can access a list of the various trainings scheduled in this region. That website is:
<https://trac.floridadisaster.org/trac/trainingcalendar.aspx>.

5. New Business

A. Thomas Yatabe Award Nominations

Curtis Knowles asked for nominations for this years' Thomas Yatabe Award which is due by September 3, 2021. The SERC will be selecting a recipient of this award at their January 2022 meeting. A nomination form was provided to members with their agenda packet.

B. Statewide Hazard Analysis (HA) Meeting

Curtis stated the meeting was held on July 29, 2021, and it was the first meeting of the HA working group in over a year. A "How To" guide for conducting HA inspections is being developed. Regular meetings are planned to be held virtually every month. Let Curtis know if you are interested in participating in the group.

C. Polk County HazMat Team Assessment

Todd Tanner, Polk County, reported Response Technologies conducted a capability assessment on the Polk County Hazmat Team. They went through eight different stations over the course of the two weeks. It was very well attended and overall went well. A final report with the finding is being finalized.

D. Incident Reports

Todd Tanner reported Phoenix Industries had a small release in June and larger release in July, and a cold storage facility in Auburndale also had a release. Both releases were mitigated and turned over for investigation.

Burt McKee, Polk County, reported they are working closely with FDEM and FDEP to help the facilities come into compliance and do a better job with their maintenance procedures. Facilities are also supplied with proper protocols to follow to ensure first responders are provided with good information. Mr. McKee also reported Polk County is working with their code enforcement officials to require facilities to properly dispose of hazardous materials and give them the receipt upon completion.

Dominic LetoBarone reported on staff changes within FDEP, including Jamie Olio recently retired after 26 years with FDEP. That leaves himself as a senior responder, and three other responders to cover eight counties, averaging about 500 to 700 calls per year. He reported that Samuel A. Graves is the new Emergency Response Director in Tallahassee for FDEP. Dominic reported FDEP has responded to several vehicle crashes and vessel incidents. He thanked Burt McKee and others who have stepped in to cover some of the incidents while FDEP officials are attending to other calls.

E. LEPC Training and Exercise Contracts

Curtis reported expenses for LEPC exercises and training events seem to always be over the threshold, triggering the need for a formal Request for Qualifications and Price Proposals (RFQ/PP) from qualified providers of those services, which requires a lot of time to get through the process for each training or exercise. Therefore, this year he issued an RFQ/PP to solicit firms to provide emergency management exercise services and another company to provide training services. With companies already approved, the training and exercises can be planned in a timelier manner. He added the annual HMEP funds available are divided between exercises and training. Curtis reported the Lakeland Linder International Airport has requested the LEPC to facilitate their full-scale exercise in February of 2022. A company has submitted a response to the RFP and that firm is awaiting approval from the CFRPC Board at their meeting in September. That company is the Emergency Response Educators and Consultants. Also, a company to provide training services is being submitted to the CFRPC Board in September for approval, as well. That company is Response Technologies. Both companies will be under contract for three years. With these companies already approved it should help facilitate scheduling training and exercise events in a timelier manner.

Discussion followed.

6. Comments from Public

Dominic LetoBarone, FDEP, shared the name of a former FDEP HazMat Chemist that will be presenting Hazcat, Chemical Identification Training for emergency responders on a statewide basis in November if anyone would be interested Dominic can forward the contact information.

James Villareal, Gulfstream, conducted natural gas pipeline emergency training for the Kissimmee Fire Department for four sessions per day for three days, was able to train over 74 responders. He stated he could provide that training information for the LEPC training files if needed.

7. Next LEPC Meeting

The next LEPC Meeting was scheduled for November 18, 2021, at 9:30 a.m. Format/Location will be announced.

8. There being no further business the meeting adjourned.

Respectfully submitted,

Todd Tanner, LEPC Chairman

This meeting was duly noticed in the August 3, 2021, edition of the FLORIDA ADMINISTRATIVE REGISTER, Issue: 47/149.