



# CENTRAL FLORIDA LOCAL EMERGENCY PLANNING COMMITTEE

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

---

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

## **SUPERFUND AMMENDMENTS AND REAUTHORIZATION ACT (SARA) TITLE III CENTRAL FLORIDA LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)**

**May 9, 2019  
Florida Polytechnic University  
4700 Research Drive | Lakeland, FL 33805  
9:30 am**

### **APPROVED MINUTES**

Chairman Mike Linkins called the meeting to order followed by the Pledge of Allegiance. All in attendance introduced themselves for the record, and members were asked to sign-in on the attendance record sheet.

Chair Linkins thanked Florida Polytechnic University for hosting the LEPC in Polk County.

#### **ATTENDANCE:**

Please see attached sign-in roster.

AGENDA ITEM #1 The February 21, 2019 LEPC Minutes were circulated via email on February 25, 2019 for review, comment and approval. Staff received a sufficient number of reviews and recommendations for approval to constitute a quorum. After edits were made to the minutes, Chairman Linkins signed them on February 28, 2019.

AGENDA ITEM #2 Staff Report

Chuck Carter stated that staff received the draft LEPC Contract along with an instructional list. Once the contract has been finalized and executed, he will forward a copy to each Emergency Management Director on the Local Emergency Planning Committee (LEPC).

AGENDA ITEM #3

Reports from Cities/Counties/Agencies

Todd Tanner, Polk County, reported that Polk County was working on getting their Live Fire Training started this month. Polk County had no incidents to report.

Domenic LetoBarone, Tampa DEP Emergency Response, introduced Jeff Tobergte, also from Tampa DEP Emergency Response. He stated that Mr. Tobergte covers the Pinellas LEPC and would be retiring later this year along with another long-time employee. New personnel are currently in the process of being trained. He reported that DEP has been busy with the usual diesel spills and sunken boats. DEP conducted sampling earlier in the week. DEP personnel have also been busy receiving mock emails and forms related to the Hurricane Exercise. DEP personnel attended the Regional Response Team (RRT) in Cape Canaveral.

Tom Moran, DeSoto County Emergency Management, reported on vehicle crashes and a ten-gallon insecticide spill. DeSoto County is hosting a Task Force Strike Team Unit Leader Training on May 22 – 24. The training is being conducted by Blue Skies.

Mary Hartney, Florida Fertilizer and Agri-Chemical Association (FFAA), reported Growers Fertilizer in Lake Alfred had gone out of business. She reported that on May 30, 2019, FFAA members will participate in a DHS Explosive Precursor Stakeholder Engagement Meeting, which is designed to discuss ways to reduce the threat of attacks using improvised explosive devices in this country. Fertilizers such as ammonium nitrate, calcium nitrate, and potassium nitrate are a few of the chemicals to be discussed. Bing Crosby with DHS announced the event will be held at the ICE Building in Orlando. The meeting will be from 9 a.m. to 4 p.m. on May 30, 2019.

Kelly Gibbs, Department of Homeland Security (DHS), Cyber and Infrastructure Security Agency, reported that DHS will be offering security opportunities to the private sector to help them secure their facilities. DHS will be hosting an Active Shooter Program for the private sector. The information will be mailed to facilities, and it is free training.

Matt Currie, Department of Homeland Security, added that chemical inspectors from Tampa will be participating in conducting the Active Shooter Program training classes.

Bill Abernathy, Polk County Emergency Management, discussed Polk County's participation in the recent Hurricane Exercise. It gave Polk County the opportunity to bring up their plan section for ESF 5 and make them aware of what the Plan Section Chief expects so it can be incorporated in the IED. He discussed the fact that Central Florida is expected to be a host evacuation

shelter for coastal communities for an unknown number of days. He expressed concern as to how the evacuees will be returned back to their homes.

Jimmy Horner, City of Lakeland, reported that the City just finished their compliance training, and are now reviewing all departments' Hurricane Evacuation Plans to make sure everything is in place and they are prepared.

Doug Lillie, Burris Logistics, introduced Keith Hazzard who recently joined Burris Logistics and will be his alternate member on the LEPC.

Casey Dasher, Winter Haven Fire, reported that they have had a lot of restructuring to the Public Safety Model in the past year. Winter Haven has hired David Knowles as the new Deputy Fire Chief and the new Fire Chief wants the department more actively involved in the LEPC.

Gary Doyen, Mosaic Corporation, reported on two ammonia releases. One at the Bartow Mosaic facility and one at the New Wales Mosaic facility. Both were reported to the State.

Kevin King, Hardee County Health Department, reported on a sewage spill. Also, Hardee County is planning a countywide Hurricane Expo on June 1<sup>st</sup> to help get their citizens prepared.

Bing Crosby, Department of Homeland Security, stated that it is a requirement for industry that are regulated by the CFATS program to reach out to all Law Enforcement and Fire Rescue facilities and to visit their facilities.

Chuck Carter stated that he was contacted by Florida's Natural requesting information about chemical training. He visited the facility and discussed their chemicals and hazardous materials. They asked him to come back and talk with their second-shift employees as well. Also, Highlands County has requested the LEPC sponsor an exercise in their community. He has contacted the State with the request, and is waiting for direction.

Wayne Prevatte, Diamond R. Fertilizer, agreed with Mr. Crosby's statement earlier, and added that after the officials visit a facility they have a better comfort level knowing what chemicals are there, where the chemicals are located, how they are stored, and what to do if there is an emergency.

Chuck Carter stated that in 2018 Hardee County conducted a walk thru of each facility in their County. They turned in a packet of information to him on each site. He stated that he felt it was worth the effort.

Chairman Mike Linkins, Polk County Fire Rescue, reported that they met with Highlands County about the NuCore Steel Plant currently under construction, to begin the process of an automatic aid agreement. Also, Polk County Fire Chief

will retire in 30 days and they named Rob Weech as interim. He reported that their consultant submitted the final report on the North Lakeland fatal fire with 24 recommendations, which are being implemented immediately.

James Villarreal, Gulfstream Natural Gas, asked Chair Linkins to be aware that they have a 30" gas pipeline that runs directly in front of the NuCore facility in Highlands County.

Mitch Smeykal, Okeechobee County Emergency Operations Center, reported on the Nuclear Power Plant Exercise planned to take place between January and March, 2020. Also, FEMA will be conducting a REP Planner Course and Evaluator Course sometime in the next few months. The subject will be SERTRAK. Okeechobee County's new FPL Power Plant is online. It is located on North 441. Okeechobee continues to plan the Hurricane Exercise and is getting ready for the Hurricane season.

#### AGENDA ITEM #4

#### Subcommittee Reports

- Membership

Chuck Carter thanked those loyal members that make an effort to attend and reminded each member to designate an alternate for themselves if they don't already have one.

- Training

Domenic LetoBarone reported that the Training Task Force meeting was held in St. Augustine in April, 2019. They discussed HazMat "Team Typing" which is a program to put together a mission-ready package of professionals for HazMat decontamination to be ready when the need arises. They discussed how to support the team once it is deployed, and are working on a logistics package for this effort. The Task Force discussed assessing supplies needed on the trucks. DEP would be in charge of arranging any disposal of hazardous materials.

The Task Force is reviewing the Standard Operating Guides (SOG) that deal with many types of situations and materials. The SOG will be sent out to members of the Training Task Force for review, checking to see if the protocols need to be updated or adjusted.

A presentation was made by Tri-State Maritime Safety Association, Delaware River and Bay, describing their marine fire fighting program. They discussed contacting the LEPCs in Florida to assist with training in that program and partnering with the larger HazMat teams in the State.

Mr. LetoBarone reported that the next HazMat Symposium is in the planning stages for 2020 and will be held in Daytona.

Since there was bad weather the day of the meeting, the Task Force joined in the State EOC and conducted a weather briefing.

The next Training Task Force meeting is scheduled for July 18, 2019 in Sarasota.

- Exercise

Chuck Carter stated that Highlands County and Florida's Natural want to conduct an emergency planning exercise. He asked anyone else that might want to have an exercise to let him know as soon as possible so he would forward that information to the state.

- SERC & Membership

Chairman Linkins announced that there was a new member of the SERC from the Manufactures Association of Florida who offered to assist between a manufacturing facility and emergency management if needed.

The Audit and Work Plan were discussed for RNP facilities for FY 2019-2020. They now have five inspectors and their scheduled has almost doubled. Out of the 1,200 HazMat facilities in Florida, 267 are on the RNP program. The RNP program collects data and other types of information, conduct facility inspections to check mechanical integrity, safety, and environmental. The schedule will be based on when the facility was last inspected, and/or the chemicals stored on site, and/or the quantity of chemicals and risks involved. The inspections had been taking place every five to seven years, but now with increased personnel, inspections will be taking place more often. The facilities can be fined for non-compliance. However, the goal is to get all the facilities in compliance and to become safer facilities.

The Hazard Analysis Working Group continues to work on standardizing site visits. They discussed the difficulty with getting the information into the hands of those responding to an emergency call. He felt that EPLAN was a great resource for getting that information into the hands of the first responders quickly. Also, EPLAN has increased efficiency in filing Tier II Reports.

Chair Linkins reported that the 2018 HazMat Team self-assessment is complete, and work is beginning on 2019. The Mutual Aid Net System will be tied into that as well.

The HazMat Symposium was a big success with almost 600 attendees and 40 vendors. The focus this year was on leadership.

The PERI initiative is a program for first responders to obtain the information they need to be comfortable knowing where the gas pipelines are located underground.

James Villarreal reminded members that he is available to provide pipeline safety information and pipeline location information.

AGENDA ITEM #5                      Old Business

- HazMat Training Trailer

Chuck Carter stated that the HazMat Training Trailer has been approved and is under construction. It will be housed in Polk County.

- HazMat Symposium

Chuck Carter asked members to let him know if they want to attend the HazMat Symposium by October-November so registration and accommodations can be made.

- Polk Live Fire

Chuck Carter stated they are waiting for final approval from the State regarding the Polk Live Fire training.

AGENDA ITEM #6                      New Business

- LEPC Contract

Chuck Carter stated that staff has received the draft LEPC Contract along with a scope of services list. Once the contract is finalized and executed, he will email a copy to each Emergency Management Director.

- Hazardous Materials Emergency Plan

Chuck Carter stated that each County has submitted their changes to the HMEP. Once the changes have been completed, he will send the HMEP back to each County for their final review and approval.

- Training Request

Chuck Carter asked members to let him know what training they need and he will make the necessary arrangements. He explained that there are two contracts that fund training – the LEPC Contract and the HMEP Contract. He described the different types of training covered by each contract.

Curtis Knowles added that training has to be pre-approved by the State. He asked members to let staff know what training they need as early as possible, as it can take weeks to receive approval. Mr. Knowles referred to the 2019 Expenditures Guide and read the list of training and conferences that qualify for funding through the LEPC. He discussed the various types of training and stated he would email the Expenditures Guide to each member.

Mitch Smeykal stated that the 300 and 400 class curriculum is being phased out and replaced with a new curriculum. It will be closed-book testing and he explained the new class structure.

Discussion followed regarding the different types of training.

AGENDA ITEM #7                      Comments from Members

Domenic LetoBarone presented the Environmental Yellow Pages and asked members to feel free to take copies back to their facilities.

Chuck Carter asked members to let him know if they would be interested in participating in a HazMat Tech Class.

Chairman Linkins stated he would be interested in conducting a Haz Wooper class.

AGENDA ITEM #8                      Comments from the Public

No comments were made.

AGENDA ITEM #9                      Next Meeting Date: August 15, 2019  
Location:                              Hardee County  
Time:                                      9:30 a.m.

AGENDA ITEM #10                      There being no further business, the meeting adjourned.



---

Mike Linkins, LEPC Chairman