

CENTRAL FLORIDA REGION LOCAL EMERGENCY PLANNING COMMITTEE

DeSoto, Hardee, Highlands, Okeechobee, and Polk Counties



CHAIRMAN: Todd Tanner
VICE-CHAIR: Dan Bartle

Quarterly Meeting Minutes February 18, 2021 | 9:30 a.m.

GoToMeeting: <https://global.gotomeeting.com/join/254880325>
Or join by phone: (872) 240-3212, Access Code: 254-880-325

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

- Audrey Cain, City of Lakeland EM
- Amalia Arista, Hardee County EM
- Laura Calvillo, Hardee County EM
- Billy Abernathy, Polk County EM
- LaTosha "Tosh" Reiss, Highlands County EM

Facility Owners and Operators

- Michael Laycock, FL Gas Transmission Company
- Jenna Downing, Hexion Inc.
- Doug Lillie, Burris Logistics
- Keith Hazzard, Burris Logistics
- Rachel Garard, Arrmaz
- Joe Noel, Florikan ESA, LLC

Firefighting

- Todd Tanner, Polk County Fire Rescue
- Brett Hogan, Highlands County Fire Rescue

Health

- Ralph Meder, FL Dept. of Health in Polk County

Interested Citizen

- Tim Bennett, RISC

Local Environmental

- Domenic LetoBarone, FL Dept. of Environmental Protection
- Tim Francis, Hull's Environmental Services

Education

- Danial Bartle, Florida Polytechnic University

Staff

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

General Public

- John Meyer, Tampa Bay LEPC
- Jason McMahon, South FL LEPC
- Isabell Parker, FL Division of Emergency Management
- Ed Trail, City of Haines City

C. Announcements:

No announcements were made.

2. Approval of the November 18, 2019 Central Florida LEPC Meeting Minutes

Curtis Knowles asked if there were any changes to the November 18, 2021 Central Florida LEPC Meeting Minutes.

MOTION

Mary Hartney moved to approve the November 18, 2021 LEPC Meeting Minutes as presented. Mike Laycock seconded.

Motion carried unanimously.

3. Old Business

A. CF-LEPC Hazardous Materials Plan Update

Curtis reported the Hazardous Materials Plan was formally approved at the State's last meeting and is currently undergoing ADA compliance measures so it can be posted to the CF-LEPC website. He will email members when this is completed and when it is available to be downloaded.

B. February 11, 2021 How to Comply Workshop with E-Plan Training GoToMeeting Recap

Curtis reported he and Wendy Reynolds, with Florida Division of Emergency Management, held a virtual training workshop on February 11, 2021 for facilities in the region that are required to file a Tier II report with E-Plan. Ms. Reynolds instructed the 11 participants on how to file their Tier II report with the State. Curtis mentioned another training class is scheduled for this afternoon at 2:30pm and asked if anyone is interested and who did not receive the information to let him know.

C. PHMSA's 2020 Emergency Response Guidebook

Curtis announced there are Guidebooks remaining for anyone who needs them. They can be picked up at the Polk County Fire Station in Bartow, please coordinate with Todd Tanner.

Dominic LetoBarone, FL DEP, stated he needs one box. He would make arrangements to pick them up with Todd Tanner.

4. Subcommittee Reports

A. Membership

Curtis stated he LEPC currently does not have any new members or applications submitted.

Dominic LetoBarone, FL DEP, stated Jordan Luscier has been selected to be his alternate on the Training Task Force for the CF-LEPC, and asked if Curtis needed any further documentation.

Curtis stated he did not require anything else, and the application will be submitted to the State.

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

Curtis stated the SERC held their meeting virtually on November 19, 2020, where they approved the Hazardous Materials Plans for all the LEPCs in the State. The SERC also approved the LEPCs membership applications that were submitted. They hope to conduct the next SERC meeting in person in March 2021; however, once the notice has been received Curtis will send it to the Committee.

Curtis stated the SERC discussed a new training opportunity where the Florida Division of Emergency Management is partnering with the United States Coast Guard to conduct Marine Hazmat Response Training. The focus will be on agencies on the coastline dealing with saltwater marine response. The CF-LEPC region does not have a saltwater coastline, but it does have many lakes. However, the State officials did say they are willing to have this region's Hazardous Materials Response Teams attend the training at an estimated cost of \$10k for each team. The training is planned to be conducted in Miami in 2022. Curtis added that the cost would be covered with HMEP Training Funds. He asked the HazMat Teams let him know if they were interested in attending so it could be budgeted and he could coordinate that information with the State.

Curtis also reported the Chairs of the LEPCs in the State meet separate from the SERC, as does the LEPC Staff Coordinators to discuss a variety of subjects. It has been proposed at the State level, these groups will meet virtually each month or each quarter.

Curtis reported the LEPC Staff Coordinators meet in January 2021 and discussed the Hazardous Materials Exercises that are required by the LEPC contract. He stated that meeting this requirement has been challenging this year because of COVID-19 as many of the first responders are not allowed to travel. The option to conduct virtual Tabletop exercises as part of the LEPC contract is being discussed. He asked members to let him know what kind of training they need, and he would try to get it scheduled.

He stated the process to submit grants was also discussed at the SERC meeting. This would pertain to those who submit grant documentation to the state. A new system is being put in place, along with reporting requirements.

C. Training

Curtis reported the Polk County Live Fire Training event was recently concluded. Also, the HMEP contract can allow the LEPC to conduct an assessment for the training needs of the HazMat Teams. The state has approved this assessment and along with selecting a company to conduct the actual assessments for the Highlands County and the Polk County HazMat Teams. They are currently in the process for negotiations with the company.

Curtis reported Chief Marcie with Avon Park Fire Department had requested a HazMat Technician Course. Curtis asked if other members were interested to let him know and he would begin the planning process.

5. New Business

A. Central Florida LEPC's Thomas Yatabe Award Winner Announcement and Presentation

Curtis announced Brett Hogan with Highlands County Fire Rescue was selected to receive the Thomas Yatabe Award from the CF-LEPC region. Curtis congratulated Brett and stated the award would be sent from either the State or the CF LEPC office once received.

B. Incident Report Discussion for the Region

No Incident Reports were made.

6. Comments from Members

Mary Hartney stated that Larry Sparrow retired and is no longer an LEPC member. She also announced the passing of Ford West, the Fertilizer Institute President and a champion for responsible agriculture. He will be honored by their continuing to commit to safety in the workplace.

Doug Lillie, Burris Logistics, stated he was online submitting their Tier II, and had to remove everything that was not EHS for it to be accepted. He asked if anyone had that issue and why this change would have been put in place.

Isabell Parker, State of Florida, stated she would investigate with those who set up the E-Plan submissions online. She agreed that was not logical. She would contact Curtis with her findings, and he could pass the information on to members.

Mike Laycock, Florida Gas Transmission, announced that he would be retiring on April 16, 2021. His replacement on LEPC would be Russ MacLees. He thanked everyone for all the sharing of information over the years.

7. Comments from Public

No comments from the public were made.

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LOCAL EMERGENCY PLANNING COMMITTEE**

8. Next CF-LEPC Meeting

The next LEPC Meeting is scheduled for May 27, 2021 at 9:30 a.m. Format/Location TBD.

9. There being no further business the meeting adjourned.

Respectfully submitted,

Todd Tanner, LEPC Chairman

This meeting was duly advertised in the February 3, 2021 issue of the FLORIDA ADMINISTRATIVE REGISTER, Issue: 47/22.