Attendees Present - Rick Walker (LEPC Member/Pinellas County Emergency Mgmt.), Ed Kinley (LEPC Member/U.E.S.), Joe Mastandrea (LEPC Member/Hillsborough County Emergency Management), Denise Lynch (CSX Transportation), Scott Humbel (Fiberglass Coatings Inc./“FGCI”), Rishi Vasudeva (FGCI), John Appenzeller (Hillsborough County Utilities), Jim Nardozzi (SWS Environmental Services), Stacie Cooper (SWS Environmental Services), Tricia Krajnyak (HRP Associates), Jennifer Garwood (Duke Energy) and John Meyer (LEPC Staff).

Please note that text appearing as red (if and where applicable) symbolizes an item which requires future action. Blue text (if and where applicable) serves as an update or recognition of action which has transpired since the meeting.

1. INTRODUCTIONS

2. ANNOUNCEMENTS AND/OR OVERVIEW OF LAST FACILITY DISASTER PLANNING SUBCOMMITTEE (FDPS) MEETING

Mr. John Meyer acknowledged that a Recap of the October 22, 2014 FDPS meeting was previously transmitted to Subcommittee members via e-mail as well as posted to the LEPC website. Mr. Meyer proceeded to summarize the following items discussed at the last meeting:

- Highlights of October 2-3, 2014 Quarterly SERC Meetings (Workshop between various entities to allow future consolidated hazmat response in certain circumstances, proposed fire regulations worthy of monitoring, solicitation of Hazmat Responder of the Year nominees, Hazmat Symposium schedule/courses, recognition of better participation in Hazmat Team competition, concerns identified by Hazards Analyses Working Group, potential addition of “State-Defined” fields within E-Plan, and overview of Center for Effective Government’s recently published study entitled “Kids in Danger Zones”);

- Identification of (then) recent LEPC Initiatives (Status of HMEP Planning/Training Grant, conduct of Training Needs Assessment Survey, and identification of LEPC Planning project – conduct of Commodity Flow Study)

- Progress towards County-specific (if applicable) All-Hazards Data & Resources.
3. OVERVIEW OF JANUARY 20-21, 2015 SERC MEETINGS

Mr. Meyer identified the following as highlights:

- Four new appointments to SERC – Tom Byron (FDOT), Gwen Keenan (FDEP) & Robert Kincart (ACT);
- Approval of LEPC membership modifications;
- Provided Thomas Yatabe Award to selection from each LEPC District. The 2014 award for LEPC District 8 was presented to Capt. Chris Atherton of the 48th Civil Support Team;
- Contract awarded to EREC to update Hazmat Competency Guidelines and Checklist as well as SERC hazmat guidelines;
- Voluntary assessment of hazmat teams being conducted by Lt. Mathew Marshall (Cape Coral FD) & Scott Chapell (FL State Fire College); and

4. RECENT/CURRENT LEPC INITIATIVES/DELIVERABLES

Mr. Meyer characterized the following recent activities undertaken by LEPC staff:

- **HMEP Planning/Training Contract.** In early January 2015, the LEPC had received the HMEP Planning/Training Contract for execution. The Contract was promptly executed by TBRPC/LEPC and returned to FDEM for execution on their end. We are awaiting receipt of final Contract.

- **EPCRA How-to-Comply/E-Plan Filing Instruction Workshops.** Two workshops have been scheduled for early February, both at the offices of the TBRPC/LEPC. The dates/times are February 2\(^{nd}\) (1:30 - 4:00 p.m.) and February 3\(^{rd}\) (9:30 a.m. - Noon). This year’s invitation list included the e-mail addresses of individuals listed the E-Plan electronic filing program for last year.

- **HMEP Planning Project - Commodity Flow Study.** LEPC District 8 staff has elected to conduct of a Commodity Flow Study as the annual HMEP planning project for FY 2014-15. Considering that Pinellas County and Hillsborough County Emergency Management staff serve on the FDPS and the final work product must be provided to each Emergency Management Director, LEPC staff allowed these individuals to select the desired locations within their respective Counties. The following were determined to be the most desired and critical intersection(s) in which to base the assessment of hazardous materials cargo:

  - **Hillsborough County** - FDOT’s I-4 Plant City Weigh Station between I-75 & McIntosh Rd. (east/west) and U.S. 41 @ S.R. 60 (north/south)
  - **Manatee County** - U.S. 301 @ either S.R. 64 OR S.R. 70 (north/south)
  - **Pasco County** - S.R. 54 @ either U.S. 41 or the Suncoast Parkway (east/west)
  - **Pinellas County** - Gandy Boulevard @ Roosevelt Boulevard (east/west) and either Toll Plaza @ Sunshine Skyway Bridge OR I-275 @ Gandy Boulevard (north/south)

It was recognized that the placard #, chemical name, carrier name, direction of travel, date, time and type of vehicle transporting hazmats must all be collected over a six month period and the final work product is due on September 30, 2015.
5. COUNTY-SPECIFIC “ALL HAZARDS GUIDE FOR BUSINESSES.”

LEPC staff demonstrated that the FDPS’s initiative of developing an electronic database of resources and links is nearly complete. The objective was to assist the business community in preparing/improving their Contingency Plans, Continuity of Operations Plans and Disaster Recovery Plans regarding a variety of natural and manmade hazards. It is envisioned that the task will be fully completed by the date of the LEPC meeting (i.e. February 25, 2015) and posted to the LEPC website (www.tbrpc.org/lepc).

Following a description of each type of these hazards, working links are established to a host of resources in which data is available. Facility plans can be further tailored to address such topics as: resource supply chain information, mutually-beneficial pre-coordination between facilities & government in order to establish prioritization; notification of their suppliers, if appropriate, of closed transportation networks so alternate routes can be determined; potential risk posed by adjacent (or nearby) Section 302 facilities; and need to address temporary housing for employees.

The following constitutes the work product at this point:
Hazardous Materials

Public awareness of the potential danger from accidental releases of hazardous substances heightened over the years as serious chemical accidents and releases have occurred around the world. The Superfund Amendments and Reauthorization Act (SARA Title III) in 1986 and the Emergency Planning and Community Right-to-Know Act (EPCRA) in 1988 were enacted to improve chemical safety, protect public health, protect the environment, and increase public awareness.

If your business stores hazardous materials, it is important that you reach out to your local emergency responders to ensure that your facility:

- Complies with all requirements and safety protocols;
- Develop and share contingency plans including emergency contacts; and
- Train/exercise your employees on safety procedures.

SEVERE WEATHER

Hurricanes

A hurricane is a type of tropical cyclone or severe tropical storm that forms in the subtropical Atlantic Ocean, Caribbean Sea, Gulf of Mexico, and in the eastern Pacific Ocean.

All Atlantic and Gulf of Mexico coastal areas are subject to hurricanes. The Atlantic hurricane season lasts from June to November, with the peak season from mid-August to late October.

Hurricanes can cause catastrophic damage to coastlines and several hundred miles inland. Hurricane can produce winds exceeding 155 miles per hour as well as tornadoes and microbursts. Additionally, hurricanes can create storm surges along the coast and cause extensive damage from heavy rainfall. Floods and falling debris from the excessive winds are often the deadly and destructive results of these weather events.

SEVERE WEATHER

Lightning

The Tampa Bay Region is #1 in lightning strikes in the U.S. Your business should be able to handle the occasional power outages and protect your facility from potential fires and strikes.

All thunderstorms are dangerous. Every thunderstorm produces lightning. While lightning fatalities have decreased over the past 30 years, lightning continues to be one of the top three storm-related killers in the United States. In 2010 there were 27 fatalities and 182 injuries from lightning. Although most lightning victims survive, people struck by lightning often report a variety of long-term, debilitating symptoms.

HAZARDOUS MATERIALS

Resource Links:

- NIOSH; National Institute for Occupational Safety and Health
- OSHA; Occupational Safety and Health Administration
- USEPA; U.S. Environmental Protection Agency
- FED; Federal Emergency Management Agency

SEVERE WEATHER

Tornadoes

Tornadoes are nature's most violent storms. Spawned from powerful thunderstorms, tornadoes can cause fatalities and devastate a neighborhood in seconds. A tornado appears as a rotating, funnel-shaped cloud that extends from a thunderstorm to the ground with whirling winds that can reach 300 miles per hour. Damage paths can be in excess of one mile wide and 30 miles long. Every state is at some risk from this hazard. Some tornadoes are clearly visible, while rain or newly forming, low-hanging clouds obscure others. Occasionally, tornadoes develop so rapidly that little, if any, advance warning is possible. Before a tornado hits, the wind may die down and the air may become very still. A cloud of debris can mark the location of a tornado even if a funnel is not visible. Tornadoes generally occur near the trailing edge of a thunderstorm. It is not uncommon to see clear, sunlit skies behind a tornado.

SEVERE WEATHER

Freshwater Flooding

Flooding is one of the most common hazards in the United States, however not all floods are alike. Some floods develop slowly, while others such as flash floods, can develop in just a few minutes with no warning, signs of rain. Additionally, floods can be local, impacting a neighborhood, or community, or very large, affecting entire river basins and multiple states.

Overland flooding, the most common type of flooding event typically occurs when waterways such as rivers or streams overflow their banks as a result of rainfall and cause flooding in surrounding areas. It can also occur when rainfall exceeds the capacity of underground pipes, or the capacity of streets and drains designed to carry flood water away from urban areas.

Typical business insurance does not cover flood damage. You should review your insurance policies annually to determine if you have sufficient coverage for all types of disasters, including flooding.
SEVERE WEATHER

Resource Links:
- Planning
  - County Hurricane Evacuation Maps
  - Natural Weather Service (General)
  - Florida Department of Business & Professional Regulation
- Recovery
  - Local Media
  - Florida Emergency Management Information System
  - National Red Cross
  - Local / National Fire Protection Associations

FIRE

Fires are the most frequent hazard affecting businesses. Take steps to protect your facility and your employees. OSHA standards require employers to provide proper exits, fire fighting equipment, emergency plans, and employee training to prevent fire deaths and injuries in the workplace. You can take a few simple precautions which will protect your business and may well preserve the environment you enjoy.

Resource Links:
- Planning
  - Local Fire Stations
  - Fire Prevention Principles
  - National Fire Protection Association
  - Red Cross
  - Occupational Safety & Health Administration
  - County websites
- Recovery
  - Local Fire Media

TERRORISM/VIOLENCE IN THE WORKPLACE

Throughout human history, there have been many threats to the security of nations. These threats have brought about large-scale losses of life, the destruction of property, widespread illness and injury, the displacement of large numbers of people and devastating economic loss. Responding to the psychological impact to employees should be addressed. Recent technological advances and ongoing political unrest are components of the increased risk to national security.

Additionally, businesses can minimize their risk by violence in the workplace by establishing and maintaining strict hiring practices, anti-violence policies and security procedures as well as a host of other measures.

Resource Links:
- Employee Assistance Program (EAP)
  - Occupational Health & Safety (OSHA)
- Police
  - Bureau of Investigation (FBI)
  - Federal Bureau, Right Management (FMRM)
  - International Critical Incident Stress Foundation (ICISF)

CIVIL DISORDER/UNREST

According to Wikipedia, civil disorder or civil unrest is a broad term that is typically used by law enforcement to describe one or more forms of unrest caused by a group of people. Civil disturbances typically are a symptom of, and a form of protest against, major socio-political problems: the severity of the action coincides with public expression of disapproval. Examples of civil disorder include, but are not necessarily limited to: illegal protests, strikes, and other forms of obstruction, theft, sabotage; and other forms of crime. It’s intended to be a demonstration to the public and the government, but can escalate into general chaos.

Resource Links:
- Law Enforcement Units
  - Federal Bureau of Investigation (FBI)
  - State Police
- Department of Homeland Security (DHS)
  - Federal Bureau of Investigation (FBI)
  - School District (County Specific)
6. **FACILITY DISASTER PLANNING SUBCOMMITTEE LEADERSHIP.** Current FDPS Chair Patricia Krajynak announced that she would be stepping down as Subcommittee Chair as she will soon be taking maternity leave. Ms. Krajynak expressed her desire to remain on the Subcommittee and attend future meetings as her schedule will allow. No Subcommittee members present expressed a desire to assume the role as Chair of the Subcommittee. Mr. Meyer indicated his willingness to function in both roles.

7. **OTHER ISSUES/COMMENTS.**

No other issues or comments were identified by Subcommittee members.

8. **ADJOURNMENT**

Mr. Meyer reminded attendees that the 2015 FDPS meeting dates were established but may need to be altered slightly to accommodate SERC quarterly meeting dates. It is envisioned that the remaining 2015 meeting dates will occur on: April 15, July 22 and October 21 from 11:00 a.m. - 1:00 p.m. at the TBRPC/LEPC offices.

The meeting was adjourned at 3:00 p.m.