



FACILITY DISASTER PLANNING SUBCOMMITTEE

RECAP

October 16, 2013 Meeting

LEPC District VIII, 4000 Gateway Centre Blvd., Suite 100, Pinellas Park, FL 33782 - 727/570-5151, Staff Contact: John Meyer

Attendees Present - Thea Dunmire (ENLAR), Jennifer Garwood (Duke Energy), Tricia Williams (HRP Associates), Denise Lynch (CSX), Stacie Cooper (SWS), Eric Cooper (SWS), Betti Johnson (RDSTF/TBRPC), Chet Klinger (LEPC Member) and John Meyer (LEPC Staff).

Please note that text appearing as **red** symbolizes an item which requires future action. **Blue** text serves as an update or recognition of action which has transpired since the meeting.

1. INTRODUCTIONS

2. ANNOUNCEMENTS AND/OR RECAP OF JULY 17th MEETING

Mr. John Meyer acknowledged that a Recap of the last FDPS meeting (i.e. July 17, 2013) was previously transmitted to Subcommittee members via e-mail, posted to the LEPC website and acknowledged that handouts were available for all in attendance. Mr. Meyer proceeded to summarize the following items discussed at the last FDPS meeting:

Mr. Meyer reminded attendees of Ms. Thea Dunmire's commitment to serve as the "interim" Chair of the Facility Disaster Planning Subcommittee Chair through 2013. Chair Dunmire announced that she will be "stepping down" as Chair, effective January 1, 2014, due to her prior workload and recently attained private-sector endeavors. Mr. Meyer and others thanks Ms. Dunmire for her dedication and direction she provided to the Subcommittee. Chair Dunmire proceeded to encourage the attendees to consider volunteering to Chair the Subcommittee. John Meyer agreed to operate the Subcommittee from his staff position, to the best of his ability, until the Chair position has been filled on, at least, an interim basis.

Mr. Meyer proceeded to provide a brief summary of the last FDPS meeting including characterization of the July 11-12, 2013 SERC meetings and an assessment of the June 27th "Keeping Your Head Above Water: Storm Surge Preparedness for Businesses with Hazardous Materials" workshop and a recommendation by the Domestic Security Oversight Council (DSOC) to reduce the number of Regional Hazmat Response Teams. The FDPS suggested preparing a letter for LEPC to consider transmitting to the DSOC to encourage their postponement of the elimination of any Regional Hazmat Response Teams until a Comprehensive Threats and Vulnerabilities Assessment has been conducted and evaluated as the primary basis for such a determination. Such letter was prepared, approved and transmitted in association with the August 28th LEPC meeting. The FDPS also suggested coordinating presentations regarding E-Plan utilization from the first-responder standpoint and the July 25th Ethanol train derailment at the August 28, 2013 LEPC meeting, which subsequently transpired

3. RECAP/OVERVIEW OF OCTOBER 3-4 SERC MEETINGS

DSOC Recommendation - Hazmat Team Status:

It was acknowledged that each Regional Hazmat Response Teams receives ~\$15,000 in federal funding annually from the State Homeland Security Grant Program. The remainder of costs to support these Teams is offset by their respective Cities and/or Counties. Mr. John Koenke of the Florida State Fire College indicated that if resources are purchased with City/County funds then replacing this resource in the future would likely not be approved since the funding would be considered “supplanted.”

- Mr. Meyer iterated that the SERC’s Training Task Force asked that a motion be brought to the SERC authorizing and requesting that the SERC Chair sign a letter encouraging the DSOC to reconsider their current recommendation to reduce the number of Regional Hazmat Response Teams from 30 to 20 until the previously-requested Assessment has been completed and evaluated.

The Chair of the SERC (Bryan Koon/Director of the Florida Division of Emergency Management) acknowledged that he also serves as Co-Chair of the DSOC and that it would not be appropriate for him to send a letter to himself, potentially placing himself in the precarious position of having to take a position to defend or oppose the DSOC’s position.

It was ultimately determined that this letter would alternatively be signed and transmitted by Mr. Don Sessions as Chair of the Training Task Force.

- Mr. Meyer identified that a second motion was also approved by the Training Task Force requesting that the SERC prepare a secondary letter for distribution to a wider audience (i.e. Governor, heads of FL House and Senate, the Military Affairs Committee, the Appropriations Committee...) in the event that the DSOC does not reconsider their prior position at their next meeting (October 15th). SERC Chair Koon identified that it would not be appropriate to approve transmittal of a future letter based on action that may or may not occur.

It was determined that this letter, if warranted, would additionally be signed and transmitted by Mr. Don Sessions as Chair of the Training Task Force.

- Mr. Meyer added that the Training Task Force also suggested presenting two Alternatives to the outright elimination of Regional Hazmat Response Teams. Those options included rotating the funding of Hazmat Teams annually in order to retain the designation of all Teams. The second alternative, although it did not move forward, consisted of allocating all Regional Response Hazmat Teams at the regional level and allow them to determine the further distribution of funds to all Teams upon local consensus. The primary benefit of retaining all Regional Hazmat Response Teams in any fashion is that the teams could be viewed as assets which can be deployed anywhere in the State.
- Ms. Betti Johnson, who attended the October 15th meeting of the DSOC, reported that the alternative to fund all Regional Hazmat Response Teams on a rotational bases was presented for consideration but ultimately failed in a 15-12 vote with Emergency Management representatives and Bryan Koon supporting and Law Enforcement opposing the Amendment.
- Presently Pinellas, Hillsborough, Citrus and Polk Counties, in addition to the City of Tampa, all have Regional Hazmat Response Teams within the jurisdiction of the Tampa Bay Regional Domestic Security Task Force. As a consequence of DSOC’s recommendation, the Teams from Pinellas County and Polk County will no longer receive their federal funding allocations.

In conclusion Ms. Johnson did add that it is her understanding that the Florida Division of Emergency Management will be working with FDLE on conducting a much broader overall risk assessment next year.

Second Annual Hazmat Symposium

Mr. Meyer indicated that the pre-planning of the second annual Hazmat Symposium is nearing completion. The event will be held on January 23-24, 2014 at the Ocean Center conference facility in Daytona Beach, in conjunction with the annual Fire Rescue East Conference. This year, the Symposium has 14 scheduled presentations with 18 presenters, four of which are from Out of State. The “Out of State” presenters will be awarded an opportunity to serve as judges and evaluators of the hazmat competition. The tentative schedule of hazmat courses and instructors is as follows. The incorporation of “blocks” (illustrated below) signify that the course spans multiple time increments.

Time	Thursday Rm 1	Friday- Rm 1	Friday Rm 2	Friday Rm 3	Friday Rm 4
8:00 - 10:00 am	24 - Implementing a ToxMedic Program in Your Department Fred Hass	9.A - Masters of Gas Detection Christopher Wrenn	17 - Hazmat-Bomb Squad Integration Jeff Gold	26 - Mercury Spill Response for First Responders Jeffrey Waters / Chris Russell	14.A - HazMat Medical Response: A Common Sense Approach Rick Stilp / Toby Bevelacqua
10:00 -12:00 pm	4 - Grounding and Bonding – What Is It? Why Do It, and How Do We Do It? Glen Rudner	9.B - Masters of Gas Detection Christopher Wrenn	7 - Tampa, FL Ethanol Train Derailment July 2013 Emilio Salabarria	27 - Tavares, FL Blue Rhino Plant Explosion Eric Wages / Randy Jones / Tommy Carpenter	14.B - HazMat Medical Response: A Common Sense Approach Rick Stilp / Toby Bevelacqua
12:00 – 1:00 pm	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH
1:00 – 3:00 pm	1 - Emergency Response to a Radiological Dispersal Device Tony Mussorfiti	9.C - Masters of Gas Detection Christopher Wrenn	5.A - Responding to Incidents Involving Ethanol Blended Fuels Glen Rudner	3 - Propane Emergency Response Carl Weeks	20.A - Meth Lab Awareness Mike Hopkins / Bob Coschignano
3:00 – 5:00 pm	2 - Haz Mat Tactics - Building a Play Book for Response to Haz Mat/WMD Emergencies Tony Mussorfiti	9.D - Masters of Gas Detection Christopher Wrenn	5.B - Responding to Incidents Involving Ethanol Blended Fuels Glen Rudner	18 The Handling of LP Emergencies at Fixed Storage and Transport Chris Lewis / Jason Kerr	20.B - Meth Lab Awareness Mike Hopkins / Bob Coschignano

Supplemental Environmental Projects (SEPs) Update:

Mr. Meyer summarized the current status of the program as follows:

- A SEP *Memorandum of Understanding* was executed between the State Emergency Response Commission and the U.S. Environmental Protection Agency (EPA) in April 2012. The purpose of the SEP program is to allow an industry found to be in violation of the Emergency Planning & Community Right-to-Know Act to perform or fund a pre-selected/pre-approved mitigation project in lieu of up to 75 percent of the fine assessed by EPA.

- Status of development of Florida’s SEP website and database currently remains unchanged. The focus of the person that would be responsible for development of the website for FDEM (i.e. Mr. Richard Butgereit) has been diverted to other programs. FDEM staff still envisions patterning the website after the efforts of the Illinois Environmental Protection Agency as illustrated below:

The screenshot shows the Illinois Environmental Protection Agency website. At the top, it says "Illinois Environmental Protection Agency" and "www.epa.state.il.us". Below that, it says "Pat Quinn, Governor". The main content area is titled "Supplemental Environmental Project Idea Bank" and includes a section "What is a Supplemental Environmental Project?" with a definition and a link to a "SEP Fact Sheet". There is also a section "What is the Supplemental Environmental Project Idea Bank?" with a definition. The website has a navigation menu on the left and an "Enforcement Menu" on the right.

- It has come to the attention of LEPC District 8 staff that the University of South Florida (USF) has recently been cited for not reporting a hazardous materials incident/release within the prescribed and required time period. As a result, they may be subject to a fine imposed by the EPA. Meetings have been scheduled to discuss the incident and corresponding penalty/potential mitigative measures between USF and EPA officials. Tampa Fire Rescue (TFR) has been coordinating with USF representatives on the development of SEP(s) to propose as alternative(s) to a major portion of a fine that may otherwise be assessed. The primary SEP requested for USF’s consideration is the development of the electronic SEP database and website which could (and would) serve the entire State of Florida. Secondary SEPs of varying implementation costs are also being developed by TFR staff for USF’s consideration.
- Mr. Meyer identified that he has described the SEP program to LEPC members in association with the past two LEPC meetings as well as solicited their input and/or ideas of potential SEPs which could be administered in the Tampa Bay District if opportunity avails itself. To date, no ideas and/or proposals have been brought forward.
- It was identified that a generator was recently purchased as a SEP for the local fire department that serves the facility located within (or near) the City of Daytona Beach. LEPC staff was also alerted to the fact that a facility located in Polk County may also be subject to an EPA fine. Similarly, LEPC District 7 will be encouraged to develop/propose SEP(s) for the facility’s consideration.

Mr. Meyer concluded by identifying the importance of SEP proposals have differing implementation costs in order to accommodate fines of varying magnitudes. While some potential SEPs could be applied anywhere within the State, other proposals should be specific to local area(s). It would be reasonable to conclude that most facilities would prefer for mitigation for their violation(s) to stay local when presented an alternative.

E-Plan Status Update

Mr. Meyer reminded meeting attendees that this was the first year in the State of Florida has the capability to electronically file their Tier II reports through E-Plan and that there was a 78% electronic submittal rate in its inaugural year. This signifies that 78% of all facilities that reported did so themselves electronically through E-Plan. This tremendous success rate favorably compares to the electronic submittal rate of 46% recorded in FloridaHMIS.org the prior year, especially after three years of promotion and continuity.

Ms. Tricia Williams inquired how many of the facilities that field electronically through E-Plan this year were actually new facilities. Mr. Meyer indicated that he personally has no way to make this determination but will inquire from FDEM staff that is guiding the implementation of the E-Plan program.

In addition, Mr. Meyer acknowledged the following:

- FDEM staff Paul Wotherspoon acknowledged that payments have been made to University of Texas at Dallas to operate and maintain E-Plan database for the State of Florida for at least for another year. Mr. Wotherspoon reaffirmed that the E-Plan filing program is mutually beneficial to all (i.e. industry with ease of data/filing entry & corresponding link to electronic registration payment, first responders with updated facility information and data instantaneously available, and the State with quick access to entire hazmat database for use and manipulation). Mr. Wotherspoon previously indicated that even if federal funding were to go away, as has subsequently occurred, the facilities registration fees received statewide could possibly be used to offset the costs associated with maintaining and administering the E-Plan Program for the State of Florida.
- The LEPC Districts requested that FDEM transmit next year's reporting deadline notification to the facility contact(s) electronically through e-mail as well as via USPS mail. FDEM staff agreed to accommodate this request since not all appropriate facility contacts received last year's notification/reminder.

Ms. Jennifer Garwood inquired whether the future notification will include the specific changes which will be required in association with next year's reporting (i.e. ID of facility latitude/longitude coordinates...). Mr. Meyer expressed his confidence that this information will be included and portrayed in the future notifications.

Mr. Chet Klinger added that it would also be appropriate to identify other pertinent information such as the timeline for notification of hazardous materials that are added or eliminated from a project site within the reporting reminder notifications. In response, Mr. Meyer indicated that FDEM anticipates the mailing notifications to be on post cards so the amount of text and/or font size may be somewhat limited. Subcommittee Chair Thea Dunmire suggested that the postcards could incorporate a website address where all essential and important information can and would be posted. Mr. Meyer concurred with the idea and acknowledged that he will forward the suggestion to appropriate FDEM personnel for their consideration.

In conclusion, Mr. Meyer affirmed that, per a July 17th FDPS recommendation, Mr. Jeff Patterson of Hillsborough County Fire Rescue subsequently conducted a presentation on the utilization of the E-Plan Program from the first responder perspective at the August 28, 2013 LEPC meeting. Mr. Patterson not only serves on the LEPC but was designated Subcommittee Chair of the E-Plan Enhancements Committee. The presentation is viewable at: www.tbrpc.org/lepc/presentations/08282013/TierII_Eplan_08282013.pdf.

Other “Tidbits”

The following additional items were identified by Mr. Meyer as informational:

- It was recognized that this may be LEPC District 8 Chair Scott Ehlers’ final SERC meeting and thanked him for numerous contributions through the years.
- It was acknowledged that the LEPCs will be working with FDEM to update the How-to-Comply section of the SERC website and associated links.
- It was requested that the financials associated with FDEM’s Hazards Analyses (HA) Program be provided. FDEM agreed to provide this information.

Ms. Tricia Williams indicated that a HA assessment was recently conducted by Mr. Richard Walker of Pinellas County Emergency Management on one of her client’s Section 302 facilities. Mr. Meyer explained that all Section 302 facilities are inspected under the HA program every second year on a rotational basis and that the Tampa Bay LEPC is one, if not the only, LEPC in the State that does not conduct any HAs. The State contracts with RPCs, Cities/Counties as well as private sector personnel to administer this program annually.

- The scheduled “Chemical Facility Anti-Terrorism Standards” presentation had to be canceled on account of the (then) Government shutdown.

4. FEMA'S PRIVATE SECTOR PREPAREDNESS CERTIFICATION WORKSHOP

Subcommittee Chair Thea Dunmire indicated that the above-named Workshop should be removed from future consideration due to an apparent “lack of interest.”

5. NEW LEADERSHIP/FUTURE PLANS OF THE FACILITY DISASTER PLANNING SUBCOMMITTEE

Subcommittee Chair Thea Dunmire restated her decision to step down from the Subcommittee based on her present and anticipated future workloads. Ms. Dunmire proceeded to solicit ideas about what role(s)/ direction(s) the Subcommittee could fill in the future and add value. Noting that many of the potential outreach efforts involve the development and coordination of Workshops, the preparation of Brochures and/or the establishment of Websites/Links, the following constitute the responses received:

- Chair Dunmire recognized that the Subcommittee was established to provide regional disaster preparedness assistance and information to Section 311 & 312 facilities. In addition, the FDPS has already hosted workshops of Business Continuity Planning, Storm Surge Preparedness, Risk Assessments... Ms. Williams responded that facility staffing is frequently changing and that if we revived one (or more) of these Workshops several years ago, it would presently (and likely) be to a different audience.
- While mentioning that the original mission statement for the FDPS was to facilitate integration and interaction of facilities' Business Continuity Planning and Disaster Planning facets, Mr. Chet Klinger contributed the following suggestions:
 - ☞ FDPS members should consider seeing if they can participate in the USCG's upcoming exercise as observers.
 - ☞ Future FDPS meetings should include CSB video(s).
 - ☞ FDPS members should consider meeting with Florida Fire Chiefs Association, as has been done in the past, to inform them on Tier II reporting. What is on the form and what is not. Ms. Denise Lynch added that this initiative may be mutually beneficial since that would be an opportunity for them to identify their concerns.
 - ☞ FDPS members were encouraged to tour the LEPC's Tier II records and the wealth of information previously available through the hard copy reporting.
- Ms. Tricia Williams identified that one of the primary roles that the FDPS can (and does) continue to play is to provide updates on Tier II reporting through various outreach efforts. How about the possibility of a Workshop to hit all the regulations that may affect a company from chemical release from a prevention angle to chemical reporting requirements?
- Ms. Betti Johnson indicated that as part of her Regional Domestic Security Task Force program responsibilities, she is tasked with developing a regional Training & Exercise Program. The federal side of the program continues to promote/require the engagement of the private sector with any/all training & exercise planning efforts. Considering the diverse and multi-discipline composition of the Subcommittee membership, she believes the FDPS could and does serve as a great asset towards this initiative.
- Ms. Denise Lynch suggested that the FDPS should focus outreach efforts on groups of mid-sized facilities to see how we can assist with their training (e.g. NIMS, ICS...). Determine how well they deal with other organizations and consider introducing them to key personnel in their communities.
- Subcommittee Chair Dunmire added that one obvious role that the FDPS could play was to assist in the identification of gaps in a facility's emergency management plans. This could be accomplished through either exercises and/or communication with others.
- While reiterating that this is likely her final meeting, at least for a while, Subcommittee Chair Dunmire challenged all attendees to think of Workshops that could be accomplished by the FDPS for further consideration and discussion at our January 2014 meeting, select one and schedule it. Ms.

Dunmire acknowledged her belief that face-to-face Workshops are better than Webinar due to human interaction element and that everything has be to set regarding a Workshop about 1½ to 2 months in advance in order to be successful.

6. OTHER ISSUES/COMMENTS.

Ms. Betti Johnson identified that the posting of the Facility Business Disaster Survival Kit to the FDEM website, with or without modifications, has been placed on hold by FDEM due to a re-prioritization of workload and security concerns arising from potential access to private facility information if stored in the public domain.

Mr. Meyer informed attendees of the tentative 2014 FDPS meeting schedule (i.e. January 15th, April 16th, July 16th and October 15th).

No other issues or comments were identified by Subcommittee members.

7. ADJOURNMENT

The meeting was adjourned punctually at 1:00 p.m.