



LEPC Recap

TAMPA BAY LOCAL EMERGENCY PLANNING COMMITTEE (LEPC) MAY 27, 2020 MEETING

CALL TO ORDER - Chair Scott Ehlers called the virtual meeting of the Tampa Bay LEPC to order at 10:30 a.m. Following the welcoming and reciting of the Pledge of Allegiance, a roll call was performed of all participating LEPC members and guests. With 31 Primary members and/or their Alternates present, it was announced that a quorum was present (nine members constitute a quorum). Chair Ehlers welcomed the LEPC members as well as the 11 attending from the public.

The Chair recognized that this is the first virtual LEPC meeting ever conducted by the Tampa Bay LEPC and that we will have to learn as we go. He asked members and guests to mute their microphones until they intend to speak in order to minimize disruptions and/or background noise.

PUBLIC COMMENT - The Chair inquired whether there were any public comments. No comments were provided.

APPROVAL OF MINUTES - The Chair inquired whether there were any suggested additions, subtractions or modification(s) to the *Minutes* of the February 26, 2020 LEPC meeting. Hearing none, the Chair asked for a motion to approve the *Minutes*. Sandy Brooking initiated and Cecilia Patella seconded the motion. The *Minutes* were approved unanimously on voice vote.

FORMER LEPC MEMBERS - RECOGNITION OF SERVICE - The Chair recognized that a portion of the Agenda is perpetually reserved to recognize select faithful, dedicated members of the LEPC upon their departure and/or retirement. Unfortunately, we have to say good bye to a valuable team member this quarter. That member is Jamie Arleo of the Florida Department of Environmental Protection/Office of Emergency Response. A *Certificate of Appreciation* has been prepared for him which reads as follows:

"With deepest gratitude for your tireless leadership and dedicated, enthusiastic support of the men and women of the Tampa Bay LEPC representing FDEP/Office of Emergency Response (1998 - 2019)." This identified tenure does include and reflect his service on the former Withlacoochee LEPC from 1998 until their dissolution in 2015, including terms as their former Chair and Vice Chair. On a personal note, Jamie has been a valuable team member to both LEPCs through his admirable attendance record and participation in such things as multiple LEPC exercises and apprising the LEPC of various hazmat incidents and activities. It was also understood that Jamie has graciously delayed his retirement by a couple of months on account of COVID-19.



Mr. Arleo identified that Local Emergency Planning Committees are very important in that they allow agencies, facilities and others to get together and familiarize themselves with many of the personnel that would likely be present in response to a potential hazardous material incident(s).

TAMPA BAY LEPC HAZMAT PLAN - 2020 UPDATE - Mr. Meyer identified that the 2020 update of the *Tampa Bay LEPC Hazardous Materials Emergency Response Plan* is nearing completion. Mr. Meyer thanked all of those individuals that assisted with performing the edits and/or confirming various aspects of the Plan. As is always the case with performing the annual updates, most of the edits are/were related to population statistics, County resources and Section 302 facilities within each County. Upon approval of the updated Plan by SERC, electronic copies will be provided to all required entities, as typical, as well as promptly posted to the LEPC website. Sandy Brooking initiated and Cecilia Patella seconded a motion directing the Chair to transmit the updated Plan to the Florida Division of Emergency Management in advance of the June 30, 2020 deadline specified in the FY 2019-20 *LEPC Staff Services Contract*. The motion was approved unanimously on voice vote.

TAMPA BAY LEPC MEMBERSHIP RECERTIFICATION - Mr. Meyer announced that each July of all even-numbered years, the State Emergency Response Commission (SERC) re-certifies the LEPC membership rosters for all 10 LEPCs throughout the State. Unless members of the Tampa Bay LEPC advise him differently shortly after this meeting, he will proceed to seek re-certification of all present-day members for another two-year term. However, as would be expected, membership changes can continue to be processed in association with the quarterly SERC meetings.

TAMPA BAY LEPC MEMBERSHIP CHANGES - Mr. Meyer acknowledged the following membership changes were requested in conjunction with the subsequently-cancelled April 17th SERC meeting. These requested modifications will be requested again, this time in association with the anticipated July 2020 SERC meeting:

MEMBER	MEMBERSHIP CATEGORY	MEMBER TYPE		STATUS OF CHANGE			AGENCY REPRESENTED/ DESCRIPTION
		PRIMARY	ALTERNATE	NEW MEMBER	MEMBER-SHIP TYPE CHANGE	RESIGNED/ REMOVED	
Gary Doyen	Facility Owners/ Operators	✓		✓			Mosaic/Plant Operations. It was requested that Gary Doyen be designated <i>Primary</i> LEPC membership status and Wesley Williams become his <i>Alternate</i> as a result of a reorganization of responsibilities at Mosaic.
Wesley Williams			✓		✓		
Wesley Williams		✓			✓		
Santino Provenzano			✓				
Monica Santiago	Emergency Management	✓			✓		Pasco County Emergency Management. It was requested that Monica Santiago assume <i>Primary</i> LEPC membership status and Steven Smith become her <i>Alternate</i> due to a reorganization of their staff.
Steven Smith			✓	✓			
Courtney Wildes		✓				✓	
Monica Santiago			✓		✓		

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		PRIMARY	ALTERNATE	NEW MEMBER	MEMBERSHIP TYPE CHANGE	RESIGNED/ REMOVED	
Comm. Misty Servia	Elected State/ Local Official	✓		✓			Manatee County Board of County Commissioners. Comm. Misty Servia has requested membership on the Tampa Bay LEPC, succeeding prior member Comm. Robin DiSabatino.

FOOTNOTES:

- Member(s) to be Added (Highlighted in Pale Yellow)
- Member(s) to be Removed (Highlighted in Gray)

NET CHANGE IN TAMPA BAY LEPC MEMBERSHIP (THIS QUARTER) = +1

TOTAL TAMPA BAY LEPC MEMBERSHIP = 46

RECAP OF QUARTERLY SERC MEETINGS - Chair Ehlers reminded attendees that, as previously indicated, the SERC meeting that was scheduled for April 17th was cancelled on account of COVID-19. In fact, the Florida Division of Emergency Management continues to stage the State Emergency Operations Center, like many of the Counties within our District and throughout the State. Therefore, there is no update to provide.

HMEP PLANNING PROGRAM/FACILITY DISASTER PLANNING SUBCOMMITTEE (FDPS) - Mr. Meyer advised that the HMEP Planning Team, also known as the “Facility Disaster Planning Subcommittee,” was previously established to assist LEPC staff in meeting various objectives/initiatives. Future meetings of the FDPS will be scheduled on an as needed basis and the Subcommittee members notified. All LEPC members and the public are welcome to attend and participate in future FDPS meetings.

HMEP TRAINING PROGRAM - HMEP Training Subcommittee Chair announced that the HMEP Training Subcommittee met earlier this morning. The following constitute the highlights of the meeting:

- Mr. Meyer reminded attendees that Capt. Mike Bloski was designated to serve as HMEP Training Subcommittee Chair for the remainder of James Johnston’s terms following his retirement in late 2019. The term does subsequently expire following the August 26, 2020 meeting of the HMEP Training Subcommittee. Capt. Bloski did express a willingness to retain his current role as Chair of the Subcommittee for an additional two-year term if elected by his peers. As is always the case, officer positions are subject to a biennial election process to be held in August of all even-numbered years. Other Subcommittee members interested in vying for this position for a two-year term shall notify him via e-mail (johnm@tbrpc.org) on or before Friday, July 31, 2020. A formal election process will be conducted in association with our next Subcommittee meeting if multiple members have expressed an interest in the position. However, if no other nominations are received, Capt. Bloski will be designated to this position for a full two-year term. Nominations for this position will not be accepted on the day of the meeting.
- It was acknowledged that an estimated \$14,144.94 remain in the FY 2019-20 HMEP Training program following incorporation of three courses completed during the second quarter as well as cancellation of the three, formerly-committed, 8-Hr. *Hazmat Technician Capabilities Evaluations* courses for Citrus County

Rescue and the registration fees associated with six personnel from Hillsborough County Fire Rescue to attend the 8-Hr. *Robert E. Rumens Shipboard Marine Firefighting School* in Norfolk, VA.

- authorized pursuit of three 8-Hr. *Hazmat IQ* courses for Pinellas County at a cost to the LEPC of \$7,500 (i.e. \$7,000 towards Vendor + \$500 Course Management Fee). Pinellas County would/will fund the entirety of the remaining Vendor fees of \$9,850. The Pinellas County Hazmat Team has graciously offered three slots per day to each of the other County Fire agencies within the Tampa Bay Region at no cost (i.e. Citrus, Hernando, Hillsborough, Manatee & Pasco).
- authorized pursuit of one **virtual** 16-Hr. *Hazmat Safety Officer* course for all Counties. The LEPC would contribute \$7,225 (i.e. \$6,725 towards Vendor +\$500 Course Management Fee) with the remaining Vendor cost of \$3,400 being paid by the County Fire agencies at a rate of \$100/student. Therefore, the following constitutes a summary of the proposed contributions - Southern Manatee Fire Rescue/\$700 [seven students], Hernando/\$600 [six students], Hillsborough/\$600 [six students], Pasco/\$600 [six students] and Citrus/\$300[three students].

TAMPA BAY LEPC's FY 2019-20 HMEP TRAINING PROGRAM EXPENDITURES (CURRENT/TENTATIVE)

QUARTER	DATE(S)	#	HO-URS	COURSE NAME	LOCATION	STUD-ENTS	EXPENSES	CUMULA-TIVE \$	REMAIN-ING \$
1 (10/01 - 12/31/19)	INITIAL GRANT AMOUNT → \$75,454.55								
	10/28-12/9	1	160	Hazmat Tech. Certification Course+Fees	Hernando	3	\$ 2,584.60 ^{1/2/4}	\$ 2,584.60	\$72,869.95
2 (1/01 - 3/31/20)	1/14-1/16	3	8	<i>Propane Incidents Response</i> courses	MA/HI	53	\$ 8,755.78 ^{1/2/6}	\$11,340.38	\$64,114.17
	1/21-1/24	1	28	<i>2020 Hazmat Symposium</i>	All Counties/ Tpa/48 th /FPF	37	\$17,819.55 ^{1/2/3}	\$29,159.93	\$46,294.62
3 (4/01 - 6/30/20)	NO TRAINING ON ACCOUNT OF COVID-19 AND IMPLEMENTATION OF ASSOCIATED SAFETY MEASURES								
4 (7/01 - 9/30/20)	7/13-7/17	1	40	<i>Hazmat Medic</i> course	Pinellas	25	\$ 9,100.00 ^{1/2/9}	\$38,259.93	\$37,194.62
	7/28-7/30	3	8	<i>Rapid ID & Hazards Analysis 2020</i>	Hills.	72	\$ 9,966.00 ^{1/2/10}	\$48,225.93	\$27,228.62
	1/07-8/01	1	160	"Hybrid" <i>Hazmat Tech Certification</i> course (Materials, Fees & Suits Only)	Manatee	11	\$ 2,583.68 ^{1/2/7}	\$50,809.61	\$24,644.94
	7/??-8/??	1	16	<i>Hazmat Safety Officer</i> course (Virtual)	Manatee/ALL	34	\$ 7,225.00 ^{1/2/8}	\$58,034.61	\$17,419.94
	TBD	3	8	<i>Hazmat Tech. Caps. Evaluation</i> courses	Hills./Tpa	100	\$10,500.00 ^{1/2/5}	\$68,534.61	\$ 6,919.94
	TBD	3	8	<i>Hazmat IQ</i> courses	Pinellas/ALL	105	\$ 7,500.00 ^{1/2/11}	\$76,034.61	[\$ 580.06]
	LAVENDAR HIGHLIGHTED TEXT, IF/WHERE APPLICABLE, SIGNIFIES THAT THE TRAINING WAS SUBMITTED AND APPROVED FOR CONDUCT BY FDEM/USDOT. <u>THE TRAINING WAS SUBSEQUENTLY CONDUCTED/COMPLETED</u> AND THE FINAL COSTS HAVE BEEN REFLECTED.								
	ORANGE HIGHLIGHTED TEXT, IF/WHERE APPLICABLE, SIGNIFIES THAT THE TRAINING WAS SUBMITTED AND APPROVED FOR CONDUCT BY FDEM/USDOT. <u>THE TRAINING WAS SUBSEQUENTLY CONDUCTED/COMPLETED.</u> HOWEVER, EXPENDITURES HAVE NOT BEEN FINALIZED.								
	YELLOW HIGHLIGHTED TEXT, IF/WHERE APPLICABLE, SIGNIFIES THAT THE TRAINING PROPOSAL WAS SUBMITTED AND APPROVED FOR CONDUCT BY FDEM/USDOT BUT <u>THE TRAINING HAS NOT YET BEEN CONDUCTED/COMPLETED.</u>								
	PINK HIGHLIGHTED TEXT, IF/WHERE APPLICABLE, SIGNIFIES THAT THE TRAINING PROPOSAL WAS SUBMITTED TO FDEM/USDOT FOR THEIR CONSIDERATION ARE CURRENTLY AWAITING AUTHORIZATION FOR FUTURE CONDUCT.								
	GREEN HIGHLIGHTED TEXT, IF/WHERE APPLICABLE, SIGNIFIES THAT THE TRAINING PROPOSAL REMAINS TENTATIVE <u>ONLY</u> AND/OR SUBJECT TO FUTURE PURSUIT AND APPROVAL.								
	RED HIGHLIGHTED TEXT, IF/WHERE APPLICABLE, SIGNIFIES THAT THE COURSE WAS PREVIOUSLY SUBMITTED AND APPROVED FOR CONDUCT. HOWEVER, <u>THE TRAINING WAS SUBSEQUENTLY CANCELLED ON ACCOUNT OF COVID-19.</u>								

FOOTNOTES:

1. "Course Management" (CM) fees consist of staff time to pre-plan, schedule, coordinate, recruit, contact instructor(s) and/or document approved course following conduct as well as facilitate instructor payment following conduct. To the extent available and/or appropriate, Course Management fees are often inclusive of staff's presence at the training for "welcoming" purposes and to identify the role of the LEPCs.
2. The Tampa Bay LEPC has invoked a cost-share with the agency making the particular training request. Details regarding the cost-share are included in the course expenses description identified below.
3. The **final** cost for the **28-Hr. 2020 Hazmat Symposium** was \$17,819.55 [\$7,215.00/Registration Fees (\$195 X 37 Attendees) + \$9,348.95 Lodging (17 Double-Occupancy Rooms X ≤4 Nights X ≤ \$150/night) + \$1,255.60/CM Fee]. *[Attendance was: 4-Citrus County Fire Rescue, 4-Hernando County Fire Rescue, 4-Hillsborough County Fire Rescue, 4-Southern Manatee Fire Rescue, 6-Pasco County Fire Rescue, 8- Pinellas County Hazmat Team, 4-Tampa Fire Rescue, 2-Florida National Guard/48th Civil Support Team & 1-Florida Professional Firefighters association/SERC member]*
4. The **final** cost for the **160-Hr. Hazmat Technician Certification** course for Hernando County is \$2,584.60 [i.e. \$2,328.00 Course Registration (\$776 X 3 Students) + \$88 Pearson Vue Testing Center Fees (\$44 X 2 students) + \$60 State Test Application Fees (\$30 X 2 Student) + \$108.60/CM fee].
5. The **projected** cost for the three **8-Hr. Hazmat Technician Capabilities Evaluation** course for Hillsborough County Fire Rescue/Tampa Fire Rescue is \$10,500.00 (i.e. \$9,716.00 for Vendor + \$784.00 CM Fee). It is anticipated that the agencies will combine to host the maximum number of students assessed of 40/day.
6. The **final** cost for the three **8-Hr. Propane Incidents Response** courses for Southern Manatee Fire Rescue/Hillsborough County Fire Rescue was \$8,755.78 (i.e. \$8,565.00 for Vendor + \$190.78 CM Fee). The training drew a combined 53 students over the three-day period.
7. The **projected** cost for the **160-Hr. Hybrid Hazmat Technician Certification** course for Southern Manatee Fire Rescue is \$2,583.68 [i.e. \$825.88/Textbooks (11 @ \$75.08/each) + \$462.00/Exam Registration Fees (11 @ \$42.00/each) + \$330.00/Exam Certification Fees (11 @ \$30.00/ each)+\$965.80 Kappler Level A Training Suits (12 @ \$87.80)]. No Course Management Fee will be imposed for this course. Manatee County provided Instructor and covered all other course expenses.
8. The **projected** cost for the one **virtual 16-Hr. Hazmat Safety Officer** course for Manatee County and all remaining Counties is \$7,225.00 (i.e. \$6,725.00 portion of Instructors + \$500.00 Course Management Fee). The County Fire agencies will be responsible for payment of the remaining \$3,400.00 for Instructors at a per attendee rate of \$100.00. Therefore, the following are the required contributions - \$700.00/Southern Manatee Fire Rescue, \$600.00/Hernando County Fire Rescue, \$600.00/Hillsborough County Fire Rescue, \$600.00/Pasco County Fire Rescue + \$300.00/Citrus County Fire Rescue. The on-line course will require each attendee to participate four hours per week X 4 weeks.
9. The **projected** cost to the Tampa Bay LEPC for the 40-Hr. **Hazmat Medic** course is \$9,100.00 (i.e. \$8,600.00 portion of Instructors + \$500.00 Course Management Fee). The remaining \$5,900 for Instructors will be paid by Pinellas County
10. The **projected** cost for the three **8-Hr. Rapid I.D. and Hazard Analysis of Hazmat** courses for Hillsborough County Fire Rescue is \$9,966.00 (i.e. \$9,466.00 for Vendor + \$500.00 CM Fee).
11. The **projected** cost for the three **8-Hr. Hazmat IQ** courses for Pinellas County and all remaining Counties is \$7,500.00 (i.e. \$7,000.00 portion of Instructors + \$500.00 Course Management Fee). The remaining \$9,850.00 for Instructors will be paid by Pinellas County. Daily attendance of 35 students/day is expected to be comprised of 20 from the Pinellas County Hazmat Team and three from each of the remaining County Fire agencies (i.e. Citrus, Hernando, Hillsborough, Manatee & Pasco).

Italicized dollar amounts signify course cost estimates. These estimates will be replaced with actual costs, once determined.

TRAINING, WORKSHOP AND CONFERENCE OPPORTUNITIES - Chair Ehlers advised that the SERT TRAC training calendars for FDEM Region 4 & Region 6 over the short-term and inquired whether there were any other known training opportunities.

Mr. Elizabeth Ladow (USDOT/PHMSA) advised that the Pipeline and Hazardous Materials Safety Administration (PHMSA) is in the process of converting all introductory courses to virtual. She agreed to provide the listing of these free courses to John Meyer for further dissemination to LEPC members.

Mr. Steve Litschauer (Manatee County Emergency Management Director) advised that their department has been hosting Zoom "Town Hall" presentations/meetings with the public as well as various Commissioners to discuss

hurricane evacuation planning, implementation of suggested COVID-19 safety measures and/or a combination of both.

Mr. Gary Frank identified that the previously scheduled *Florida Environmental Health Association Conference*, scheduled for August 2-8, 2020 in Jensen Beach, FL was cancelled on account of COVID-19.

2020 EMERGENCY RESPONSE GUIDEBOOKS - Mr. Meyer did acknowledge that discussions of publication and distribution of the 2020 *Emergency Response Guidebooks* (ERGs) did continue. This document has been published every four years. The 2020 ERGs will be smaller in size in comparison with the 2016 version although other changes to the publication are not known at this time. Once the printing has been completed, currently anticipated in June, ALL Florida-bound hard copies will be delivered to the State Logistics Response Center (SLRC) warehouse in Orlando. After which, FDEM will arrange for further dissemination of these ERGs to a limited number of sites to be identified by relevant LEPCs. Similar to 2016, the Tampa Bay LEPC will request that the Citrus, Hernando & Pasco County copies of the ERG be delivered to the FDOT warehouse in Spring Hill and the copies intended for Pinellas, Hillsborough & Manatee Counties be delivered to the FDOT warehouse in Clearwater. As was done in the past, I will further coordinate the timing for pick up of these copies with the respective County agencies once notification of receipt has been provided.

Ms. Elizabeth Ladow (USDOT/PHMSA) mentioned that her agency had prepared a summary of updates associated with the 2020 ERG and agreed to provide the summary to John Meyer for further dissemination to LEPC members. *[The summary was subsequently received and forwarded to members of the Tampa Bay LEPC on May 28, 2020].*

SOLICITATION OF NOMINATIONS FOR LEPC CHAIR & VICE CHAIR

John Meyer reminded attendees that Chief Scott Ehlers (Clearwater Fire Rescue) was re-elected to serve as LEPC Chair for the two-year term of August 2018 - August 2020. Capt. Frank DeFrancesco was designated to serve as Vice Chair for the remainder of James Johnston's term following his retirement in late 2019. Both of these terms conclude following the August 26, 2020 LEPC meeting.

Mr. Meyer proceeded to acknowledge that Chief Ehlers has decided not to seek re-election as Chair of the Tampa Bay LEPC following his current term although Capt. DeFrancesco did express a willingness to retain his current LEPC officer role of Vice Chair for an additional two-year terms if elected by his LEPC peers. As is always the case, officer positions are subject to a biennial election process to be held in August of all even-numbered years. The election process does coincide with the biennial re-appointment of all LEPC members made by the State Emergency Response Commission in the proceeding month.

LEPC members wishing to be considered for either or both of these positions for two-year terms shall notify me (johnm@tbrpc.org) on or before Friday, July 31, 2020. Both terms are scheduled to expire following the August 24, 2022 LEPC meeting. A formal election process will be conducted in association with our next meeting if multiple members have expressed an interest in one or both of these officer positions. However, if only one nomination is received for a particular position, that member will be designated to that position for the two-year term.

Nominations for either of these positions will not be accepted on the day of the meeting.

RECENT HAZARDOUS MATERIAL INCIDENTS IN THE TAMPA BAY LEPC DISTRICT - Chair Ehlers announced that the LEPC Agenda materials included a description of several incidents identified by the State Watch Office over the past three months. While the list will continue to characterize those incidents occurring in Citrus, Hernando,

Hillsborough, Manatee, Pasco & Pinellas Counties over the prior three months, they are now and will continue to be presented in a different and more detailed fashion, including the sorting by County

LEPC MEMBER COMMENTS/OTHER BUSINESS - Chair Ehlers identified that hurricane season is once again approaching. Please make sure to have plans in place and ready for implementation for your home, family and, if applicable, work. Chair Ehlers proceeded to indicate that NOAA recently announced their predictions for another active hurricane season with 13-19 named storms, 6-10 hurricanes of which 3-6 were projected to be major, meaning Category 3 or greater, in 2020. However, as would be expected, just one impacting our area would be considered significant.

Rick Walker (Pinellas County Emergency Management) identified that the County is currently in the process of preparing a webinar series for release to the public/community. One of the newer concepts that will be promoted will be for some of the larger facilities to potentially consider serving as shelters from select future hurricanes for some or all of their employees and their families. With a shelter deficit projected for the County in association with the more significant hurricanes, building construction and location would be critical factors.

Chair Ehlers inquired whether there are any LEPC member comments or additional business to be brought before the LEPC. No additional comments were provided nor was other business identified.

TAMPA BAY LEPC LOGO SHIRTS - Chair Ehlers advised members to contact John Meyer if interested in acquiring LEPC shirts. Mr. Meyer would put you in touch with their apparel vendor to select the shirt style, color and size you desire and the vendor would embroider the LEPC logo at reasonable rates.

MEETING - Chair Ehlers announced that the next LEPC meeting date is Wednesday, August 26, 2020 at 10:30 A.M. However, it has yet to be determined whether this meeting will be in-person at the offices of the Tampa Bay Regional Planning Council or whether it will again be conducted virtually.

ADJOURNMENT - Upon a motion made by LEPC member Sandy Brooking and a second by Steve Litschauer, Chair Ehlers closed the LEPC meeting at 11:15 a.m.