

**SOUTHWEST FLORIDA
LOCAL EMERGENCY PLANNING COMMITTEE**

Meeting Minutes of June 2, 2016

The Southwest Florida Local Emergency Planning Committee (LEPC) met in Fort Myers at the Southwest Florida Regional Planning Council on 1400 Colonial Boulevard, Suite 1. The following primary and alternate members were present during the proceedings which began at 9:32 a.m.

LEPC Members Present

Nicolas Araica, Bonita Springs Fire & Rescue (Alt.)
Brenda Barnes, Florida Department of Health
Lina Cerquera, FDEP
Brian Cotterill, Lee County Mosquito Control
John Findley, Sonic Automotive
Lindsay Harrell, Lee County Emergency Management
Tom Higginbotham, Fort Myers Fire Department
Mike Jaquette, Cheney Bros.
Elizabeth McMasters, Florida Gulf Coast University (FGCU) (Alt.)
Matt Marshall, Cape Coral Fire Department - **LEPC Training Chair**
Bruce Porter, Retired Law Enforcement - **LEPC Chairman**
Kimberly Rider, Enterprise Group
Ken Roguska, Charlotte County Sheriff's Office
Chief Dan Sieber, San Carlos Fire Department
Marisa Shivers, Glades County EM (Alt.)
Dawn Thomas, Lee Memorial Health System (Alt.)
Bruce Weinstein, Environmental Consultant
Teresa Zilko, Lee County Utilities
Rick Zyvoloski, Collier County EM

Others Present

Nichole Gwinnett, Southwest Florida Regional Planning Council - **LEPC Staff**
Tom Bates, Cypress Love
Joshua Bouer, Immokalee Fire Control District
Matt Currie, US Dept. of Homeland Security
Scott Davis, Fort Myers Fire Department
Bob Fisher, Lee Memorial Health System
Ronald Ford, Hendry-Glades Department of Health
Kelly Gibbs, US Dept. of Homeland Security
Jim Newland, Tactical Medical Specialist (**Presenter**)
Tom Rigoni, Cape Coral Fire Department
Thomas Tomlin, Iona Fire Department

**AGENDA ITEM #1
CALL TO ORDER**

Chairman Porter called the meeting to order at 9:32 a.m. Following the opening of the meeting, the Pledge of Allegiance was recited.

Ms. Gwinnett requested that everyone sign in on the sign-in sheet.

**AGENDA ITEM #4
Minutes of the February 25, 2016 Meeting**

Chairman Porter entertained a motion to accept the draft LEPC meeting minutes of February 25, 2016.

Ms. Barnes noted that her attendance wasn't reflected within the minutes.

A motion was made by Mr. Sieber to approve the minutes of the February 25, 2016 LEPC meeting as amended and was seconded by Mr. Marshall. The motion passed unanimously.

**AGENDA ITEM #5
SWFLEPC Comprehensive Emergency Management Plan 2016 Update**

Ms. Gwinnett presented the item.

A motion was made by Ms. Barnes to approve the 2016 Update of the SWFLEPC Comprehensive Emergency Management Plan. The motion was seconded by Mr. Sieber and passed unanimously.

**AGENDA ITEM #6
Southwest Florida LEPC Membership**

Ms. Gwinnett presented the item.

A motion was made by Mr. Sieber to approve the SWFLEPC Membership Updates as presented. The motion was seconded by Mr. Marshall and passed unanimously.

Ms. Gwinnett noted that LEPC Member, Earl Stockton had contacted her and explained that he would be resigning from the LEPC due to health issues. He had been an LEPC member since 1995. After a brief discussion the Committee recommended sending Mr. Stockton a certificate of recognition for his service on the LEPC.

**AGENDA ITEM #7
New LEPC Policies**

Ms. Gwinnett presented the item.

**AGENDA ITEM #8
Biennial Membership Reappointments**

Ms. Gwinnett presented the item.

**AGENDA ITEM #9
Biennial Chair & Vice-Chair Nominations**

Ms. Gwinnett presented the item. She explained that once the SERC approved the SWFLEPC membership she would send out an email requesting nominations for both Chair and Vice-Chair. Those nominations would then be presented at the August 25 meeting for the LEPC's consideration.

**AGENDA ITEM #10
2016 ERG Distribution**

Ms. Gwinnett presented the item. Mr. Marshall explained that most of the LEPC's did not receive their requested amount of ERGs; so if there is anyone who would like a certain amount of ERGs to please contact Ms. Gwinnett.

**AGENDA ITEM #11
SWFLEPC Contingency Funds & Shirt Logo Order Information**

Ms. Gwinnett presented the item.

**AGENDA ITEM #12
Southwest Florida LEPC 2016 Tabletop Exercise - Ethylene Oxide Exercise Update**

Ms. Gwinnett presented the item. She explained that she had attended a tour at the facility along with LEPC Training Chair, Response Technologies, and Immokalee Fire District to finalize the details for the exercise.

Mr. Marshall gave a brief overview of the exercise, emphasizing that it was a transportation related exercise involving a very hazardous chemical.

**AGENDA ITEM #13
Tactical Medicine Presentation**

Mr. Jim Newland, Tactical Medical Specialist gave a PowerPoint and hands-on presentation on tactical medicine.

Mr. Newland explained that this type of training is not given to CERT.

Chair Porter asked Mr. Newland if there were any State and/or Federal requirements for number or locations for the medical supplies. Mr. Newland replied that there isn't any at this time; but there will be in the near future.

Ms. Barnes asked if there was training available. Mr. Newland explained that he works mainly with SWAT and the military teams; there are very few companies that would supply such training. However, he would be willing to provide training in Southwest Florida.

Chair Porter asked Mr. Newland what were the costs per student/training. Mr. Newland explained that for a simple Recon course is 3 hours, no kit would be provided upon completion at \$75 per student. His company likes to provide the kits and train the students on those kits so upon completion of the course the students are familiar with the kit.

Chair Porter asked the cost for the units. Mr. Newland stated that retail price would be between \$85 to \$150 per unit.

Sgt. Roguska and Mr. Newland discussed how civilians would be doing something at a scene since they are really the "first responders" on a scene. It would be a good thing to have some sort of training in order to respond to such an incident.

Chair Porter asked if all States that have the Good Samaritan Law. Mr. Newland said all States have it.

Ms. Zilko said that the caveat is that civilians cannot be professionally medically trained, in other words if a civilian took the training they would still be covered under the Good Samaritan Law. Mr. Newland explained that if a firefighter, EMS, law enforcement came upon an incident and were in uniform then those responders are held to a higher level under law. But if off-duty firefighter, EMS or law enforcement stopped to assist then they fall under the Good Samaritan Act.

AGENDA ITEM #14 Southwest Florida LEPC Training Subcommittee Report

Training Chair, Matt Marshall presented the item. He announced that the revision of the HazMat FOG is due to be released in the near future. He then gave the status update on the LEPC's training trailer. He also explained the procedures for using the LEPC's equipment which is being housed at Bonita Springs Fire Department.

Mr. Marshall addressed Liquid Natural Gas (LNG) which is becoming much more popular being transported throughout Florida. Train locomotives are changing over to LNG with a 10,000 gallon tanker behind the engine. Tractor trailers are now being powered by both LNG as well as compressed natural gas.

Mr. Marshall gave a PowerPoint presentation and also noted that at the February LEPC meeting the Committee decided to only pay for registration and hotel for attendees of the HazMat Symposium; which many LEPCs are switching to. This allows additional funding for other

trainings. He then gave an overview of the upcoming 2017 HazMat Symposium scheduled for January 18-20, 2017 in Daytona Beach. He would like to be able to send 40 people to the 2017 Symposium from Southwest Florida. He requested everyone to start putting the word out to those who they feel would benefit from the trainings. He also encouraged teams to compete in the HazMat Competition and if anyone would be interested in teaching a course to fill out a Call for Paper for Instructors.

AGENDA ITEM #15
Start-up of HazMat Leaders Meeting

Training Chair, Matt Marshall stated that the HazMat Leaders Meeting will be held immediately following the LEPC meeting.

Chair Porter announced that anyone was welcome to attend.

AGENDA ITEM #16
Tier II Report & EPlan Update

Training Chair, Matt Marshall presented the item. He noted there are still a few companies submitting paper Tier II reports, he encouraged the fire departments to encourage those companies use E-Plan when they perform the site visits. Last year there were 863 facilities who responded and this year there was 862, he felt that the number was a bit low.

Mr. Currie stated for those completing Tier II reports, he encouraged that they also check the CFASP Appendix A or 6 CFR Part 27. Failure to comply could lead up to a \$25,000 fine.

Ms. Harrell announced that Lee County EM had just completed their hazard analysis and if anyone would like a copy to contact her.

Mr. Marshall announced there will be a Propane Injection Class held August 2-4 in Collier, Lee and Charlotte Counties. There will also be HazMat Incident Commander Class held at the end of August or early September.

Mr. Marshall also stated the FY16-17 HMEP funding has been reduced, but it will now be a 3 year agreement.

AGENDA ITEM #17
SERC Hazard Analysis Work Group Update

Ms. Gwinnett presented the item.

Mr. Marshall stated for those facilities completing Tier II reports are required that the amount of the chemical being received and how often be reported. He noted by having that information first responders would be aware of when the facility receives their shipments. He said that within the next year or two EPA is going to be amending the Tier II reports to be more technology compatible.

Mr. Marshall reviewed the Risk Management Plan (RMP) facilities; which there are a few located within our district. EPA is now telling RMP facilities they will be required to attend trainings each year; where there are some fire departments that have 10 RMPs they will be required to hold 10 trainings within a year for each facility. He encouraged both RMPs and fire districts to go onto the website and review what will be required.

AGENDA ITEM #18
Florida DEM Training

Ms. Gwinnett presented the item; she explained that on the State's website <http://trac.floridadisaster.org/trac/trainingcalendar.aspx> there is the calendar of events and trainings that are available. She also introduced Tim Walker of RPC Staff as the staff member who performs the hazard analysis for Collier County.

Ms. Gwinnett noted that she has been distributing all training announcements that she receives and she encourages distribution to those individuals that need those types of trainings.

AGENDA ITEM #19
Florida SERC Meeting Update

Ms. Gwinnett presented the item and explained that the HazMatters Newsletter, the April SERC meeting summary, and the Hazardous Materials Incidents were included within the members' packets. The next TTF, LEPC and SERC meetings are scheduled for July 14-15 in St. Augustine.

AGENDA ITEM #20
Florida SERC Training Task Force (TTF) Update

Training Chair, Matt Marshall said that he had no further announcements.

MEMBERS' COMMENTS

Ms. Harrell announced that she had brought in public Hazard Guides and also their remaining 2012 ERGs for distribution. She also announced that Lee County would be hosting a CAMEO Training August 1-3.

Ms. Gibbs explained that as a result of the West Texas incident, Homeland Security has been assigned to ensure that there aren't any outliers across the nation. She said if there is anyone that would like to speak with her regarding the CFASP rule or any other related issues to contact her.


PUBLIC COMMENTS

No public comments were given at this time.


ADJOURNMENT

Ms. Gwinnett announced that the next meeting was scheduled for **August 25, 2016** at 9:30 a.m. in the SWFRPC's conference room.

There being no further business, the meeting was declared adjourned at 10:45 a.m. by Chairman Porter.

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Chairman Bruce Porter

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Approval Date

The meeting was duly advertised in the May 16, 2016 issue of the FLORIDA ADMINISTRATIVE REGISTER, Volume 42, Number 95.