

**SOUTHWEST FLORIDA  
LOCAL EMERGENCY PLANNING COMMITTEE**

**Meeting Minutes of May 23, 2019**

The Southwest Florida Local Emergency Planning Committee (LEPC) met at the Cape Coral Emergency Operations Center (1115 SE 9<sup>th</sup> Ave, Cape Coral, FL 33990). The following members were present during the proceedings which began at 9:30 a.m.

**LEPC Members Present**

Lina Cerquera, FDEP  
Matt Currie, U.S. Department of Homeland Security  
Scott Davis, Fort Myers Fire Department  
Bill Floyd, Lee County Emergency Management  
Kelly Gibbs, U.S. Department of Homeland Security (Alt.)  
Rhonda Holtzclaw, FGCU  
Todd Kerkering, City of Sarasota Police Department  
Matthew Marshall, Cape Coral Fire Department – LEPC Training Chair  
Rick Pardo, Lee County Mosquito Control  
Bruce Porter, LEPC Chair  
Kim Rider, Enterprise  
Kenrick Roguska, Charlotte County Sheriff's Office  
Dan Sieber, San Carlos Fire Department  
Dawn Thomas, LeeHealth  
Jason Wilkins, Sarasota County Fire Department  
Teresa Zilko, Lee County Risk Management – LEPC Vice Chair  
Rick Zvoloski, Collier County EM

**Others Present**

Manny Cela, South Florida Regional Planning Council / LEPC  
Bing Crosby, U.S. Department of Homeland Security  
C.J. Kammerer, Southwest Florida Regional Planning Council – LEPC Coordinator  
Brian Massey, LeeHealth  
Matt McCall, Cape Coral Fire Department  
John McMahon, North Collier Fire Department  
Michael Seneca, Charlotte County Fire-EMS  
Glen Van Brunt, San Carlos Fire Department

**AGENDA ITEM #1  
Invocation**

There was no member who wished to give an invocation.

**AGENDA ITEM #2  
Call to Order & Introductions**

Chairman Porter called the meeting to order at 9:30 a.m. Each member was asked to introduce themselves.

**AGENDA ITEM #3  
Pledge of Allegiance**

Chairman Porter led the pledge of allegiance.

**AGENDA ITEM #4  
Minutes of the February 28, 2019 Meeting**

Chairman Porter entertained a motion to accept the draft LEPC meeting minutes of the February 28, 2019 meeting.

**A motion was made by Chief Davis to approve the minutes of the December 6, 2018 LEPC meeting as presented and was seconded by Mr. Kerkering. The motion passed unanimously.**

**AGENDA ITEM #5  
LEPC Membership**

There were no changes made to the LEPC membership this quarter.

**AGENDA ITEM #6  
LEPC Meeting Schedule & Locations**

Mr. Kammerer announced that the next round of State meetings (TTF, LEPC, and SERC) will take place on July 18-19 at the Sarasota Hyatt. The next SWF LEPC meeting is scheduled for August 22. Mr. Kammerer asked for a volunteer to host the next meeting. There were no volunteers, so Mr. Kammerer has scheduled the meeting to occur at the Southwest Florida Regional Planning Council (1400 Colonial Blvd, Suite 1, Fort Myers, FL 33907).

**AGENDA ITEM #7**  
**LEPC Contract / FY19-20 Planning Project**

Mr. Kammerer handed out language from a draft of next year's LEPC contract, specifically the requirements for Task 7: Hazmat Exercise. The draft has two options: Option 1: Conduct one Hazmat exercise or two tabletop exercises, Option 2: Full participation in two Hazmat Exercises or tabletops. This is a more stringent requirement than last year (simply assistance / participation in a Hazmat exercise or tabletop). Mr. Kammerer asked the LEPC membership to think about exercises they may want on the future.

Captain Wilkins and Chief Marshall confirmed that this requirement will be met by a Sarasota County Exercise in FY19-20. Planning will begin in October, when the next LEPC grant year begins. The plan is for the exercise to take place in January. This will be a regional exercise.

**AGENDA ITEM #8**  
**2019 LEPC HazMat Plan Update**

Mr. Kammerer explained that a draft of the 2019 LEPC HazMat Plan was in the February 2019 packet and he asked for comments / revisions to the plan at that meeting. Mr. Kammerer made all the changes requested and added the updated version to the May 2019 packet for LEPC membership approval.

**A motion was made by Captain Wilkins to approve the 2019 SWF LEPC HazMat Plan Update as presented and was seconded by Chief Davis. The motion passed unanimously.**

Chief Marshall asked Mr. Kammerer to see if bringing a third-party to review SWF's Hazmat Plan would be eligible for the LEPC's FY2020-21 Planning Project.

**AGENDA ITEM #9**  
**Southwest Florida LEPC Training Subcommittee Report**

Chief Marshall explained that the Fort Myers Tox Medic and North Collier HazMat Tech Courses (approved by the Training Subcommittee and discussed at the February meeting) have been completed. A Charlotte County Natural Gas/Liquefied Petroleum Gas Course and Fort Myers IAFC Conference expenses will cover the rest of SWF's HMEP funds for the year. Charlotte County has a 406 Emergency Course approved for early next year along with Sarasota County's Full-Scale Exercise.

**AGENDA ITEM #10**  
**Tier II Reporting and E-Plan Update**

Chief Marshall announced that the State is working with UT-Dallas on ways to improve the Hazard Analysis process. Tier II reports are still being submitted for last year. E-Plan has already

completed it's 5-year timetable. Chief Seneca announced that there will be a free E-Plan training in Charlotte County on July 26.

#### **AGENDA ITEM #11**

#### **Florida Division of Emergency Management (FDEM) Trainings and Events**

Chairman Porter 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.

#### **AGENDA ITEM #12**

#### **Hazardous Material Incidents in Southwest Florida**

Chairman Porter explained that on the State's website <https://apps.floridadisaster.org/swo/ArchiveNonAdmin.aspx> there is a running list of hazardous materials incidents by county.

#### **AGENDA ITEM #13**

#### **Florida State Emergency Response Commission (SERC) Meeting Update**

The last SERC Meeting was held in St. Augustine on April 19. Mr. Kammerer reported that the State will be increasing the number of RMP inspectors and three RMP facilities were inspected in SWF earlier this month. The Regional Planning Council has completed the HA contract for Lee and Collier Counties. SWF's HazMat Teams scored well in the 2018 Self-Assessments and Site Visits. The 2019 HazMat Symposium saw a 26% increase in attendance this year with 441 students.

#### **AGENDA ITEM #14**

#### **Florida SERC Training Task Force (TTF) Update**

The last TTF Meeting was held in St. Augustine on April 18. Chief Marshall reported that the State is concerned with potential conflicts of interest with TTF, LEPC, or SERC members who work for companies that conduct trainings and may financially benefit from actions taken by these committees. Due to this issue, Chief Marshall has been asked to step down as the State TTF Chair. He is still representing the SWF LEPC on the TTF. He explained that this is purely a perception issue that comes up every time there is new leadership at the State level. Chief Marshall has taken no actions as SWF's TTF representative to benefit himself and recuses himself from any vote that involves the company he works for. FDEM plans to have a ruling on this issue at the next TTF and SERC meetings on July 18-19. Chairman Porter added that this issue has come up many times over the years and the State's lawyers can never agree on a ruling.

Chief Marshall explained that FDEM Deputy Director / SERT Chief, Kevin Guthrie, has been working hard to push HazMat at the State level. FDEM is looking to hire a third-party inspector to conduct site visits with HazMat teams on a five-year basis. FEMA has released new typing for HazMat teams, SWF's teams already exceed the new requirements. Florida is looking at compliance with ProBoard checklists.

**AGENDA ITEM #15  
Members' Comments**

Mr. Currie announced that the Department of Homeland Security are looking for sites to inspect and they will be reaching out to the LEPCs and HazMat contacts.

**AGENDA ITEM #16  
Public Comments**

There were no public comments.

**AGENDA ITEM #17  
Next Meeting**

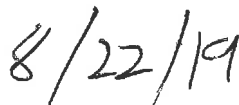
The next meeting was scheduled for August 22, 2019 at 9:30 a.m. at the Southwest Florida Regional Planning Council (1400 Colonial Blvd, Suite 1, Fort Myers, FL 33907).

**AGENDA ITEM #18  
Adjournment**

There being no further business, the meeting was declared adjourned at 10:03 a.m. by Chairman Porter.

  
\_\_\_\_\_

**Chairman Bruce Porter**

  
\_\_\_\_\_

**Approval Date**

The meeting was duly advertised in the May 1, 2019 issue of the Florida Administrative Register, Volume 45, Number 85.