

Apalachee Local Emergency Planning Committee

Capital Area Chapter of the American Red Cross
1115 Easterwood Drive
Tallahassee, FL 32311

February 21, 2018 – 10:00 AM Eastern
Draft Meeting Minutes

1. Call to order, Roll Call, and Introductions

Chairman Peters called the meeting to order, welcomed those in attendance, thanked those who traveled to the meeting at the Capital Area Chapter of the American Red Cross, and asked for self-introductions from those individuals present. Staff indicated a quorum was present. Chairman Peters reminded all present to sign the attendance roster that has been passed out. The following members were present:

Members and Alternates:

Davison, Judi	Tallahassee Fire Department
Ellerbe, Carol	Jefferson County Emergency Management
Leiva, Nancy	Florida Department of Health
Nagy, Jennifer	Leon County Emergency Management
Nelson, Scott	St. Marks Powder
Peters, Kevin	Leon County Emergency Management
Rainey, Eve	Florida Emergency Preparedness Association
Stewart, Gail	Florida Department of Health
Taylor, Randall	Wakulla County Emergency Management
Wood, Shawn	Gadsden County Emergency Management
Younger, Michael	Tallahassee Community College

Guests:

Bradshaw, Brian	Florida Division of Emergency Management
Davis, Sally	Leon County Emergency Medical Services
Fisher, Elise	Apalachee Regional Planning Council
Hall, Darryl	Leon County Emergency Medical Services
Holiday, Kristina	Florida Department of Law Enforcement
Martin, Brad	Sunshine 811
Morgan, Dana	City of Tallahassee
Scott, Jackie	Florida School Boards Insurance Trust
Tammisetti, Sri	City of Tallahassee
Thomas, Sara	City of Tallahassee

Staff:

Annett, Zachary

Apalachee Regional Planning Council

2. Approval of the Minutes

Carol Ellerbe motioned to approve the minutes for the November 29, 2017 Apalachee Local Emergency Planning Committee Meeting. Nancy Leiva seconded the motion and the minutes were passed unanimously.

3. Chairman's Report

a. SERC Training Task Force (TTF) and LEPC Chairs and Staff Meeting Recap, Daytona Beach, FL - January 16-17, 2018

i. Training Task Force Meeting Summary (Kevin Peters & Zach Annett)

1. Matt Marshall and Jonathan Lamm are continuing their work to update the HazMat Operations Level training and develop a competency checklist referencing NFPA 472.
2. A letter is being drafted currently in support of the Firefighter Cancer Support Network. The letter will be review by the TTF before being sent out.
3. Current / New Business
 - a. Matt Marshall mentioned the Medical Protocol Project needs and update and will be reaching out to Butch Loudermilk to assist with that update. A paper outlining the benefits of using Cyanide Kits for smoke inhalation was discussed and that paper is available for anyone interested in viewing it upon request.
 - b. Scott Chappell discussed the HazMat Team Assessments and their successes. This is the first time the LEPCs were used to help complete the assessments and it allowed for more teams to get assessed. There are plans for the LEPCs to hold 'train the trainer' courses and to streamline the reporting process. There is also a plan to re-write the evaluations to focus on capabilities rather than equipment.
4. New Business
 - a. Decon Kits are available upon request through the Fire Marshall. April 1st is the deadline to submit requests.
 - b. Forest Willis with the USCG discussed the offshore hazmat project championed by Chief Murphy. The project involves providing regional teams to assist the USCG Strike Teams in assessment of offshore hazmat incidents. Currently, existing DEM/DEP MOUs do not cover these activities. CERCLA funding may exists for response activities but not for training. Jonathan Lamm suggested using HMEP funding to provide training for these types of incidents.

5. Hazardous Materials Training Symposium
 - a. Jonathan Lamm reported there was a significant increase in registration for this years Symposium. There were 525 individuals registered, 34 vendors, 60 instructors, 26 staff and 433 students that partook in this year's event. Individuals travel from all over the nation as well as from outside of the country to attend. Additionally, there were 40 sponsors for the event.
6. The next TTF meeting is scheduled for April 26, 2018 in St. Augustine.
 - a. The next TTF Conference calls are scheduled for Feb 14th and March 14th at 2:00 PM.

ii. LEPC Chairs and Staff Meeting

1. An overview of the TTF meeting was given by Matt Marshall.
2. A Representative from the PHMSA Pipeline Emergency Response Initiative (PERI) gave a presentation on the PERI program and how it can be used to bring awareness and increase response activities regarding pipeline incidents. There is potential for this program to be house under the HazMat Symposium which would allow for versatile use of funding from the pipeline operators. A statewide steering committee is being formed to help assist with implementing this program in the state of Florida.
3. The NE Florida LEPC gave a presentation outlining some drills they did with their local fire departments. The drills involved their local FDs removing victims from an active hazmat scene quickly by using their hoses to temporarily move any plumes, so their teams could extricate individuals from the scene. Additionally, the drills helped the FDs learn about the ERG and process of arriving on scene to an active HazMat release.

iii. SERC Meetings

1. Updates were provided outline the activities that occurred during the TTF and LEPC Chairs and Staff meetings.
2. The PHMSA PERI rep gave a short presentation on the PERI program for the SERC Members.
3. The LEPCS presented their Thomas Yatabe Awards during this meeting.

b. Domestic Security Update: North Florida Regional Domestic Security Task Force (NFRDSTF)

- i. Kristina Holiday with the Florida Department of Law Enforcement gave an update on the recent activities of the NFRDSTF.
 1. Kristina noted that the most recent RDSTF Meeting had a great turnout and many items were discussed. There was discussion of increase anti-terror activities taking place within FDLE regarding the upcoming Governmental Nominations.

2. There is being a push to increase awareness regarding Suspicious Activity Reporting due to the recent school shooting that occurred within the state. "See Something Say Something" will be heavily promoted to increase awareness for potential incidents that could occur.
3. There was a discussion regarding the usefulness of the FDLE Fusion Center and their ability to assist local police/sheriff departments. FDLE can provide analyst that are able to provide information that may otherwise be unavailable to the local departments
4. Kristina discussed that FDLE will begin planning their full-scale exercise which will evaluate the ability of local first responders to arrive on scene of an active shooter incident and set up command within the first hour, before larger more capable teams can arrive. Kristina mentioned that the Apalachee Regional Planning Council will assist with the planning of this exercise.
5. The next meeting of the NFRDSTF will take place on May 30th.

4. Staff Updates

a. New Member Updates

- i. Kevin stated there was one new addition to the LEPC this quarter, Paula Carroll from Jefferson County who will be serving as the alternate member to Carol Ellerbe. There were no new additions other than this one.

b. HMEP Planning Project – Comprehensive Tabletop

- i. Staff stated they will begin setting up planning meetings around May 2018 for the comprehensive tabletop. Some discussion took place regarding the scenario for the exercise as well as potential players. The exercise must be regional in scope and should evaluate some aspects of the LEPC Regional Response Plan.

c. HMEP Training

- i. FY 16-17 Training Overview
 1. Staff mentioned there were 5 trainings held in the FY 16-17 and 75 individuals that received training funded by HMEP.
- ii. Upcoming trainings
 1. Staff mentioned there are currently 12 trainings being offered in the upcoming months. Staff has scheduled multiple trainings with Leon County EMS to train over 140 responders to the Awareness Level. Additionally, staff has scheduled multiple trainings with the City of Tallahassee to train upwards of 150 employees, these employees will be receiving the 8-hour Technician Level Refresher course.
 2. Staff scheduled one 4-hour Awareness Class in Franklin County that took place on a Saturday to allow for the volunteer firefighters to attend and get trained up. The training was well received, and staff plans to schedule more of these trainings throughout the Region in an attempt to train as many volunteers as possible.

3. Additionally, staff has scheduled multiple 3-hour Gasoline Tanker Response courses on 3 consecutive days to allow for various shifts of responders to attend.

d. Future Training Needs and Desires

- i. Staff mentioned there was some interest from individuals to receive the 40-hour Technician Level course. There is also the possibility for the LEPC to sponsor a 160-hour Hybrid course if there is enough interest for the class.
- ii. A Hazardous Material Shipping course is being offered free of charge to both the LEPC and the attendees. The course will focus on how to properly package and ship hazardous materials and how to respond to incidents involving improperly packaged goods. Staff mentioned their ability to set the class up and will wait to hear if there is enough interest before scheduling the course.
- iii. Members of the LEPC asked staff to put together a list of all courses available under HMEP funding so they can see what classes their agencies may be interested in receiving. That list will be created and will be sent out to the LEPC for review.
- iv. There is a need for more training at the local level for the volunteer agencies. Staff mentioned their ability to bring trainings to rural areas on nights and weekends to allow for volunteers to get the training they need and increase their capabilities.
- v. Members of the LEPC mentioned they would like to look into hosting an All-Hazards Safety Officer Course. The course would be beneficial to all parties responding to a hazmat incident and would give insight into the proper safety protocols necessary for protecting responders, media and the public. Staff will look into this and see if it is something the LEPC can hold with their current funding.

e. FSU Magnet Lab TTX – April 24, 2018

- i. After being postponed due to the Hurricanes, the exercise has been rescheduled for April 24, 2018. Staff mentioned there is need for representatives from Leon County EM to participate in the exercise. Staff also mentioned that if any members of the LEPC would like to attend as observers or evaluators they are welcome to. Staff will send out more information regarding the exercise as the date moves closer.

f. Outreach Activities and Opportunities

- i. Staff mentioned they gave a presentation overviewing the EPCRA/LEPC program at the Tallahassee Chapter Safety Alliance for Excellence meeting on January 12, 2018. Brad Martin from Sunshine 811 briefly discussed the SAFE program and the activities they involve themselves in to LEPC.
- ii. Shelter in Place / Evacuation Presentations
 1. Staff mentioned they would like to bring this presentation to local schools, so they can become more aware of the proper shelter in place process in the event there is a major hazmat incident in their area.
- iii. FSU IAEM Chapter

1. Staff has been talking with FSU about presenting on the EPCRA/LEPC program to educate current students on the LEPC and what they do. This will also serve as an opportunity to show students different areas and activities that take place in Emergency Management.
- iv. Build-a-Bucket event – June 2, 2018
 1. The LEPC was asked to set up the Doll House showing the benefits of sheltering in place during a hazmat incident. Staff will ask for a representative from Tallahassee Fire Department to attend and provide subject matter expertise to individuals that visit the booth.

g. LEPC Website

i. Resource Page

1. Staff asked the LEPC to review the list of resources to be put on the LEPC website. This will serve as a one-stop-shop for information available throughout the region regarding hazmat incidents and the agencies that would play a role during a response.

ii. Training Page

1. Staff reminded members that the training page is continuously updated to show current training offerings held by the LEPC. The page includes course flyer information, registration links and other course details. Staff encouraged members to promote this page, so responders can stay updated on trainings available to them.

5. Other Business

a. Gadsden County Train Derailment – Major Shawn Wood, Gadsden County EM

- i. Shawn Wood gave a presentation outlining his County’s response to a recent CSX train derailment that occurred in Quincy, FL. The presentation explained some of the success and downfalls of His County’s response when arriving on scene to an active hazmat incident. There was a discussion that took place after the presentation where members of the LEPC asked questions and gained insight on how Gadsden County responded.

b. “What is FEPA?” – Eve Rainey, Florida Emergency Preparedness Association

- i. Eve Rainey gave a presentation on “What is FEPA?”. The presentation outlined the association and the purpose of FEPA as well as the benefits of being a member. Eve also mentioned the successes of the most recent meeting that took place on February 5-9 in St Augustine, FL.

6. Public Comment

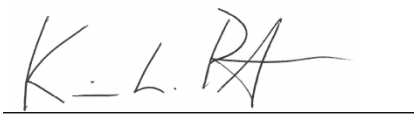
7. Next Meeting Date -TBD

- a. The next meeting of the Apalachee LEPC is tentatively scheduled for late April or early May.

8. Adjournment

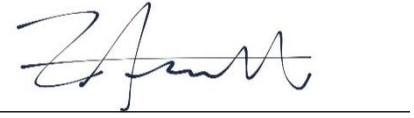
- a. The meeting was adjourned at 12:00 PM
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Signed:



Kevin Peters
Apalachee LEPC Chairman

Attest:



Zachary Annett
Apalachee LEPC Staff

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