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**MINUTES OF DISTRICT 10 LOCAL EMERGENCY  
PLANNING COMMITTEE (LEPC) For Hazardous Materials  
November 1, 2007**

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**Committee Members/Alternates Present**

Chris Bushman, Chairman  
Bill Amador  
Sharon Andre  
Richard Daniels  
Todd Deehl  
Cheryl Dunn  
Cheryl Dunne  
Christopher Fitzpatrick  
Steven Graff  
John Johnson  
Scott Johnston  
Frank Lasaga  
Etta LoPresti  
Harry Lux  
John O'Malley  
Dave Maloney  
Debra McCaughey  
Tom Phillips  
Houston Park  
Joseph Passanesi  
Michael Rallis  
Barry Stewart  
Greg Thompson  
Danny Wells  
Lisa Wilson-Davis, Vice-Chairman  
Dan Wouters  
Dennis Zabel

**Members Absent**

Mary Blakeney  
John Gojkovich  
Steven Huntsberger  
Jack McCart  
Paul Meding  
Carlos Valle

**Staff**

Kathryn Boer  
Zachary Davis  
Penny Myszkowski

**Occupational Category**

Firefighting (St. Lucie County Fire District)  
Firefighting (Town of Palm Beach Fire Rescue)  
Health (Martin Memorial Health Systems)  
Emergency Management (City of Port St. Lucie)  
Health (St. Lucie County Health Department)  
Health (Indian River County Health Department)  
Facility Operator (Syngenta Crop Protection)  
Facility Operator (Indiantown Cogeneration L.P.)  
Law Enforcement (Stuart Police Department)  
Firefighting (City of Boca Raton Fire Rescue)  
Firefighting (City of Boca Raton Fire Rescue)  
Emergency Management (City of Stuart)  
Emergency Management (Indian River County)  
Interested Citizen (Hazmat & Safety Solutions, Inc.)  
Health (Palm Beach County Health Department)  
Transportation (Florida Department of Transportation)  
Emergency Management (Martin County)  
Firefighting (Palm Beach County Fire Rescue)  
Firefighting (Palm Beach County Fire Rescue)  
Law Enforcement (Martin County Sheriff's Office)  
Facility Operator (TurboCombuster Technology)  
Local Environmental (Hazardous Waste Services)  
Facility Operator (Tropicana)  
Facility Operator (Cheney Brothers, Incorporated)  
Non-Elected Local Official (City of Boca Raton)  
Firefighting (Martin County Fire District)  
Health (Florida Atlantic University)

**Occupational Category**

Community Group (American Red Cross)  
Law Enforcement (Port St. Lucie Police Department)  
Interested Citizen (Indian River Community College)  
Interested Citizen (Educational Consultants, Inc.)  
Facility Operator (Cliff Berry, Incorporated)  
Firefighting (Pratt & Whitney – Rocketdyne)

TCRPC/LEPC District 10  
TCRPC/LEPC District 10  
TCRPC/LEPC District 10

**Visitors**

Dave Dyal  
Mike Geier

Paul Palumbo  
Steve Roberts

Stuart Fire Rescue  
Palm Beach County Division of Emergency  
Management  
Martin Memorial Health Systems  
Guest Speaker

Chairman Bushman called the meeting to order at 10:15 a.m. Chairman Bushman requested roll call and Staff announced a quorum was present. Kate Boer welcomed visitors. Chairman Bushman led the pledge of allegiance.

**APPROVAL OF AGENDA**

Mr. Greg Thompson moved approval of the agenda. Mr. John O'Malley seconded the motion, which carried unanimously.

**Motion**

**APPROVAL OF MINUTES OF AUGUST 2, 2007**

Mr. Harry Lux moved approval of the August 2, 2007 District 10 LEPC meeting minutes. Mr. Greg Thompson seconded the motion, which carried unanimously.

**Motion**

**OLD BUSINESS**

None.

**NEW BUSINESS**

**State Emergency Response Commission Meeting**

Staff reported the State Emergency Response Commission met on October 5, 2007 in Tallahassee for the quarterly meeting. The next meeting will be held on January 11, 2008 in Cocoa Beach.

*2006/2007 Thomas Yatabe Award & Certificates of Appreciation*

Staff announced the District 10 Thomas Yatabe Award recipient was Mr. Charles Christopher, St. Lucie County Public Safety. Staff also announced Mr. Richard Daniels from the City of Port St. Lucie Emergency Management and Mr. Bruce Pisani from the Martin County Emergency Management received Certificates of Appreciation.

*U.S. Environment Protection Agency's (EPA) E-Plan Program*

Staff reported that Mr. Jim Staves from EPA Region 6 briefed the State Emergency Response Committee on E-Plan, an information delivery system that delivers federally mandated information at no cost to first responder's for use in emergencies. The E-Plan is an electronic nationwide system that is

easily accessed for accurate information regarding chemical facilities and hazardous materials excluding site plans. Available data is compatible with CAMEO and Tier II submission. Mr. Danny Wells reported he could not access the demo website. Staff will research and email the results to Members.

### *Hazardous Materials Incident Reports*

Staff provided information through reports and graphs on releases of hazardous material in the District 10 Region for the time period of September 1, 2006 through August 31, 2007. Staff noted the entire report was available on-line: <http://www.hazmat.floridadisaster.org/meet.htm>.

### **Local Emergency Planning Committee Chairs Meeting Update**

Staff reported the LEPC Chairs met on October 4, 2007 in Tallahassee for the quarterly meeting. The next meeting will be held on January 10, 2008 in Cocoa Beach. Topics of discussion were that the Emergency Planning and Community Right-To-Know Act (EPCRA) How to Comply Handbooks will be available by January 2008; District 4 – Jacksonville will offer an ICS L-449 Train the Trainer course; and support of the development of final policies for the Florida Training Task Force to be taken to the SERC.

### *NIMS Compliance Assistance Support Tool (NIMSCAST)*

Staff explained the NIMSCAST is designed for the emergency manager as a self-assessment support tool to make sure they are compliant with the issues and criteria and on track to follow the tier system to ensure they receive funding from federal sources. Staff provided a reference handout which included contact information, State requirements, and frequently asked questions. Members were encouraged to contact Dan Wouters, Lisa Wilson-Davis, Frank Lasaga or Staff if they had any questions or needed additional information.

### *Homeland Security Exercise and Evaluation Program (HSEEP) and the National Exercise Schedule System (NEXS)*

Staff reported a two day HSEEP course will be offered in the coming year in three locations: one in the District 10 Region and two in the District 6 Region (Orange and Brevard County). Staff noted funds were available if needed for travel to assist attendance.

Staff explained the NEXS software system. The system is used by the Department of Homeland Security to compile national, federal, state, local, territory and tribal level exercises. It also serves as a management tool and reference document for exercise planning allowing an organization to schedule exercises, view after-action reports, and collaborate with others on-line. Staff is available to assist Members in accessing the software system on-line.

### *Hazardous Materials Awareness Week*

Hazardous Materials Awareness week has been scheduled for January 21 – 27, 2008. Staff requested Members to submit ideas of activities to bring attention to this week. Mr. Richard Daniels and Ms. Cheryl Dunn suggested a household hazardous material drop-off/amnesty program and Ms. Dunn

suggested a hazardous materials awareness discussion on the local radio station by the health department.

## **Training Task Force Update**

Chairman Bushman reported the Training Task Force met on October 4, 2007 in Tallahassee for the quarterly meeting.

Lieutenant Wouters reported the Training Task Force is formalizing policy and guidelines for membership and requirements. Draft policies were discussed and developed and will be submitted to the SERC at the January meeting for approval. Staff provided a draft of the Training Task Force Mission Statement, Governance Policies and the Florida SERC/TTF flow chart. Lieutenant Wouters is available for questions.

Lieutenant Wouters reported the Training Task Force reviewed the projects of the Strategic Plan that were going to be completed. Three Standard Operations Guidelines were identified to be resubmitted to the SERC at the January meeting for adoption: update the mass casualty decontamination assessment tool to determine which items the decontamination teams should be carrying; SERC Task Book revisions were made but were not in final draft format and Level of Service recommendations for HazMat teams.

Lieutenant Wouters referred to the SERC Training Task Force Strategic Initiatives Consolidated List of Project 2007 handout. He reported the Training Task Force discussed identifying the LEPC top training needs and resources with training continuing as a tool. Staff suggested developing a long term strategy for training. He noted the Interagency Inoperable Board is working with vendors regarding the State Working Group report on equipment specific training needs. The Committee will monitor their findings and make changes if needed. He stated to increase the local agency's knowledge of available grant funding, the Training Task Force is enlisting Responders Knowledge Base to demonstrate/review their availability. He also noted the Training Task Force is improving HazMat's procedural communications by completing and issuing the required forms needed to obtain needed frequencies.

## **Chemical Facility Anti-Terrorism Standards**

A presentation with respect to Chemical Facility Anti-Terrorism Standards was provided by Mr. Steve Roberts. Mr. Roberts is a Homeland Security Columnist for the National Law Journal and Chemical Week, a guest instructor at the United States Department of Homeland Security's Federal Law Enforcement Training Center, a professional lecturer in law at George Washington University Law School and an attorney in private practice in Boca Raton.

Mr. Roberts explained the process of the recently released interim final rule establishing comprehensive federal security regulations for high risk chemical facilities by the Department of Homeland Security in April 2007. As of June 8<sup>th</sup>, the Department of Homeland Security has the ability to enforce those regulations which, for the first time, set national standards for chemical facility security.

## **REPORTS**

### **Planning Subcommittee**

Staff reported the 2006/2007 Regional Hazardous Materials Plan was approved by both the Florida Division of Emergency Management and the SERC.

### **Public Information/Marketing Subcommittee**

Mr. John O'Malley, Chair of the Subcommittee requested that a Subcommittee meeting be held prior to the LEPC regular meeting on February 7, 2008.

Staff reported the EPCRA public outreach workshops have been completed and a summary of the project was submitted to the Florida Division of Emergency Management with the fourth quarterly and annual reports.

### **Local Emergency Planning Committee Activities**

Staff provided reports of the LEPC and (non) LEPC activities from August 2, 2007 through October 31, 2007.

### **Contract Activities Update**

Chief Scott Johnston presented Ms. Kate Boer with a Boca Raton Fire Rescue Services shirt for her assistance with the HazMat IQ classes and encouraged Members to attend future classes when available. Ms. Boer thanked Ms. Lisa Wilson-Davis for identifying the need and the Florida Division of Emergency Management for providing the additional funding to conduct the training.

### **Membership – New Appointments**

Staff announced the new LEPC Primary and Alternate Members:

Primary Member – Mr. Danny Wells, Cheney Brothers, Incorporated

Alternate Member – Mr. Herbert Waller (Primary - Mr. Danny Wells), Cheney Brothers, Incorporated

Alternate Member – Officer Steven Graff (Primary - Sergeant William Pecci), Stuart Police Department

Alternate Member – Chief Scott Johnston (Primary - Chief John Johnson), City of Boca Raton Fire Rescue Services

Alternate Member – Chief Brodie M. Atwater (Primary - Chief William Amador), Town of Palm Beach Fire Rescue

## **COMMENTS FROM THE CHAIR AND STAFF**

Chairman Bushman announced and congratulated Ms. Boer on her recent marriage.

## **COMMENTS FROM COMMITTEE MEMBERS**

Lieutenant Wouters suggested offering our area for one of the upcoming SERC meetings. Staff asked Members to submit suggestions for lodging.

Staff requested Members to submit ideas for future informational speakers, lectures or topics for upcoming LEPC meetings.

## **PUBLIC COMMENT**

None.

## **NEXT MEETING**

The next LEPC meeting will be held February 7, 2008 at Indian River Community College, Stuart, Florida.

## **ADJOURNMENT**

The meeting was adjourned at 12:03 p.m.