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**MINUTES OF THE DISTRICT 10 LOCAL EMERGENCY  
PLANNING COMMITTEE (LEPC) For Hazardous Materials  
May 1, 2008**

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**Committee Members/Alternates Present**

Brodie Atwater  
Chris Bushman, Chairman  
Richard Daniels  
Todd Deehl  
Glenn Schuessler  
Steven Huntsberger  
John Johnson  
Frank Lasaga  
Etta LoPresti  
Harry Lux  
Dave Maloney  
Houston Park  
Bill Pecci  
Sharon Rayner  
Barry Stewart  
Greg Thompson  
Carlos Valle  
Herbert Waller  
Lisa Wilson-Davis, Vice-Chairman  
Dan Wouters

**Members Absent**

Sharon Andre  
Mary Blakeney  
Cheryl Dunne  
Mike Geier  
John Gojkovich  
Wayne Landowski  
Nicholas Laryea  
Jack McCart  
Paul Meding  
John O'Malley  
Joseph Passanesi

**Staff**

Kathryn Boer  
Zachary Davis  
Trayce Jones

**Occupational Category**

Firefighting (Town of Palm Beach Fire Rescue)  
Firefighting (St. Lucie County Fire District)  
Emergency Management (City of Port St. Lucie)  
Health (St. Lucie County Health Department)  
Health (Indian River County Health Department)  
Interested Citizen (Indian River Community College)  
Firefighting (City of Boca Raton Fire Rescue)  
Emergency Management (City of Stuart)  
Emergency Management (Indian River County)  
Interested Citizen (Hazmat & Safety Solutions, Inc.)  
Transportation (Florida Department of Transportation)  
Firefighting (Palm Beach County Fire Rescue)  
Law Enforcement (Stuart Police Department)  
Community Group (American Red Cross)  
Local Environmental (Hazardous Waste Services)  
Interested Citizen (Tribune)  
Firefighting (Pratt & Whitney – Rocketdyne)  
Facility Operator (Cheney Brothers, Incorporated)  
Non-Elected Local Official (City of Boca Raton)  
Firefighting (Martin County Fire District)

**Occupational Category**

Health (Martin Memorial Health Systems)  
Community Group (American Red Cross)  
Facility Operator (Syngenta Crop Protection)  
Palm Beach County Division of Emergency Management  
Law Enforcement (Port St. Lucie Police Department)  
Health (Florida Atlantic University)  
Facility Operator (Indiantown Cogeneration L.P.)  
Interested Citizen (Educational Consultants, Inc.)  
Facility Operator (Cliff Berry, Incorporated)  
Health (Palm Beach County Health Department)  
Law Enforcement (Martin County Sheriff's Office)

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

### Visitors

Hassan Al-Buhaisi

Mark Anderson

Anthony Difuscio

Keith Holman

Glenn Joseph

Florida Division of Emergency DEP Bureau of Emergency Response

Palm Beach County Fire Rescue

Martin County Health Systems

Martin County Emergency Management Agency

Boca Raton Fire District

Chairman Bushman called the meeting to order at 10:07 a.m. and led the pledge of allegiance. Chairman Bushman requested roll call and staff announced a quorum was present. Staff welcomed visitors.

### **APPROVAL OF AGENDA**

Mr. Greg Thompson moved approval of the meeting agenda. Sergeant Bill Pecci seconded the motion, which carried unanimously.

**Motion**

### **APPROVAL OF MINUTES OF FEBRUARY 7, 2008**

Lieutenant Dan Wouters moved approval of the February 7, 2008 District 10 Local Emergency Planning Committee meeting minutes. Sergeant Bill Pecci seconded the motion, which carried unanimously.

**Motion**

### **OLD BUSINESS**

#### **2008 Emergency Response Guidebooks**

Staff thanked Lieutenant Dan Wouters for picking up the 2008 Emergency Response Guidebooks in Miami for Indian River, Martin, Palm Beach, and St. Lucie Counties. Lieutenant Wouters distributed the guidebooks after the meeting.

#### **2008 Emergency Community Right-To-Know Act How to Comply Handbooks**

Staff announced the 2008 Emergency Community Right-To-Know Act How to Comply Handbooks were distributed at the April 4, 2008 State Emergency Response Committee quarterly meeting. The handbooks will be distributed to 302 chemical facilities representatives. Local Emergency Planning Committee Members will be provided one upon request.

### **NEW BUSINESS**

#### **State Emergency Response Commission Meeting**

Staff reported the State Emergency Response Commission met on April 4, 2008 in Tallahassee for the quarterly meeting. The next meeting will be held on July 11, 2008 in Tallahassee.

### *Policies and Procedures for Utilizing E-Plan in the State of Florida*

At the January 11, 2008 meeting, the State Emergency Response Commission for Hazardous Materials requested that the Division of Emergency Management facilitate a working group to develop policies and procedures on the implementation of E-Plan in Florida. E-Plan is a secure web-based system that can be used to share facility contract and chemical information received from facilities reporting under the Emergency Planning and Community Right-To-Know Act (EPCRA) and specific sections of the Risk Management Planning program. The system is located and maintained by the University of Texas at Dallas in partnership with the U.S. Environmental Protection Agency and is available at no cost. The work group delivered draft policies and two options to govern access and data exchange protocols.

The State Emergency Response Commission adopted Option Two under the Security Features and Access Controls section of the draft Policies and Procedures. Option Two grants access to emergency planners and responders to E-Plan through approval from the Administrator of the EPCRA Program within the Division of Emergency Management. Agency leads, with the approval of the agency head, would notify the Emergency Management Director or Local Emergency Planning Committee Chairperson who would submit a written request for approval to the Administrator of the EPCRA Program. The Director of the Division of Emergency Management, via e-mail to the Administrator, may also approve access.

### *Risk Management Planning Program Audit Work Plan*

Staff noted the Audit/Inspection Work Plan for Fiscal Year 2008-2009 which prioritizes and identifies the facilities subject to the Florida Accidental Release Prevention and Risk Management Planning Act was approved and adopted by the State Emergency Response Committee. Of the ten facilities identified as “high priority” facilities only the City of Port St. Lucie Southport Wastewater Treatment Plant was identified from the District 10 Region.

### *State Emergency Response Committee Creation of a Task Force/Committee*

Staff reported the State Emergency Response Committee voted to submit a request to the Governor’s Office requesting an updated Executive Order that would specifically authorize the State Emergency Response Committee to create the Training Task Force, assign it duties, and clarify issues such as membership. The State Emergency Response Committee also recommended re-evaluating the need for the Training Task Force on an annual basis.

### *Hazardous Materials Incident Reports*

Staff provided information through reports and graphs on release of hazardous material in the District 10 Region for the time period of March 1, 2007 through February 29, 2008. Staff noted the entire report is available on-line at <http://www.hazmat.floridadisaster.org/meet.htm>.

### *State Fire Marshal’s Office Update – Readiness Evaluations*

Staff reported funds will be passed through the state from the Department of Homeland Security to the State Fire Marshal's Office. Lieutenant Wouters reported the State Fire Marshal's Office is creating an Operational Readiness Evaluation to address the deployment of the Response Assessment Team's capability. Staff reported a draft copy will be delivered to Committee Members once the draft copy is received.

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

Chairman Bushman reported the Local Emergency Planning Committee Chairs met on April 3, 2008 in Tallahassee for the quarterly meeting. The next meeting will be held on July 10, 2008 in Tallahassee. Topics of discussion were the electronic distribution of the latest 302 facility data and entries through the Hazardous Materials Information System, the upcoming biennial appointment/recertification of the Local Emergency Management Planning Committee membership and the distribution of the State Emergency Response Committee How-To-Comply Handbooks and the 2008 Florida Department of Transportation's Emergency Response Guidebooks. Chairman Bushman noted there were no issues presented for approval.

### **Training Task Force Update by Lieutenant Dan Wouters**

Lieutenant Dan Wouters reported the Training Task Force met on April 3, 2008 in Tallahassee. The next scheduled meeting is July 10, 2008 in Tallahassee. Topics of discussion were the March 20<sup>th</sup> conference call that focused on an ongoing project, defining a "HazMat Medic," and efforts for standardized credentialing of liquid petroleum gas and natural gas industry personnel.

The Training Task Force moved to approach the State Emergency Response Committee regarding bylaws and/or operating guidelines. It was recommended that all membership categories and the designees be removed except the Local Emergency Planning Committee representatives. The motion was approved.

## **REPORTS**

### **Planning Subcommittee**

Staff noted the 2007/2008 Regional Hazardous Materials Response Plan will be distributed to the Planning Subcommittee for review and revision. Once the final update has been completed, staff will submit the plan to the Florida Division of Emergency Management which will determine if the plan meets the compliance criteria and recommend approval by the State Emergency Response Commission.

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

Staff reported the workshop outreach presentations are being used to administer requested workshops and seminars to define the roles of the Emergency Planning and Community Right-To-Know Act and the Local Emergency Planning Committee, and the responsibility and training on Tier II annual reporting for Section 302 Chemical Facilities.

Staff asked for a volunteer for the Subcommittee due to the resignation of Subcommittee Member, Michael Rallis.

## **Local Emergency Planning Committee Activities**

Staff provided reports of the Local Emergency Planning Committee and (non) Local Emergency Planning Committee activities from February 7, 2008 through April 30, 2008.

### **Contract Activities Update**

#### *Hazardous Materials Emergency Preparedness*

Staff reported the Second Quarter Report for the 2007/2008 Hazardous Materials Emergency Preparedness Grant has been submitted to the Florida Division of Emergency Management. The report included the District 10 Local Emergency Planning Committee sponsored classes and an update on the Shelter-in-Place Grant Project.

#### *Hazardous Materials Analyses*

Staff reported the facility site visits for Martin and St. Lucie Counties that were reported on the First Quarter Report are still pending approval from the Federal Department of Emergency Management. Individual Section 302 Facilities will be notified as to the availability of their site specific analysis.

### **Membership – New Appointments**

Staff announced changes in the membership of the District 10 Local Emergency Planning Committee as: the addition of one Member, Mr. Mike Geier, Palm Beach County Emergency Management; and the resignation of two Members, Bruce Pisani, formerly with the Martin County Emergency Management Agency and Michael Rallis formerly with Turbocombuster, Inc.

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

None.

### **COMMENTS FROM COMMITTEE MEMBERS**

Mr. Steven Huntsberger reported the progress of the Florida Banner Center for Homeland Security and Defense at Indian River College in Fort Pierce. The facility is expected to be fully operational by January 1, 2009.

Ms. Etta LoPresti noted the Indian River County Emergency Operations Center's Hurricane Preparedness Day and Open House will be May 31, 2008 from 10:00 a.m. to 2:00 p.m.

Mr. Richard Daniels noted the City of Port St. Lucie's 2008 Hurricane Preparedness Expo will be held May 24, 2008 from 9:00 a.m. to 5:00 p.m. at the Port St. Lucie Community Center.

Todd Deehl noted St. Lucie County's Catastrophic Health Incident Response Plan exercise will be held July 30 – 31, 2008 and requested evaluation participation from Committee Members.

### **PUBLIC COMMENT**

None.

### **NEXT MEETING**

The next Local Emergency Planning Committee meeting will be held August 7, 2008 at Indian River Community College Chastain Campus, Stuart.

### **ADJOURNMENT**

The meeting was adjourned at 11:20 a.m.