AGENDA

1. Call to Order Roll Call
2. Meeting Introductions / Pledge of Allegiance
3. *Approval of Agenda
4. *Approval of Meeting Minutes – August 9, 2018: Draft meeting minutes are included as Attachment A.

5. Presentation: Marine Hazmat Response: Petty Officer Wesley Savage; U.S. Coast Guard

6. New Business
   - State Emergency Response Commission Meeting scheduled for October 19, 2018 in Destin, Florida was cancelled due to Hurricane Michael and the proximity to meeting location. The next quarterly SERC meeting is scheduled for January 23, 2019 in Daytona Beach, Florida in conjunction with the 7th Annual Hazmat Symposium.
     - Hazardous Materials Incidents Reports: The incident and injury reports for the last quarter and annual comparison facility and transportation incident reports are represented by the Tables 1 and 2 and Graphs I and II (Attachment (B)).
     - Thomas Yatabe Award/Certificates of Appreciation: The annual Thomas Yatabe award and Certificates of Appreciation will be officially approved and awarded at the January 23, 2019 SERC meeting. Presentations will be made to the following individuals for outstanding achievement and contribution:
       - **Thomas Yatabe Award**: Mr. Michael J. Busha, Executive Director, TCRPC
       - **Certificates of Appreciation**:
         - Mr. Louis Dixel, Florida Department of Transportation
         - Chief Jose Gonzalez, Palm Beach County Fire Rescue
         - Captain Joseph Nelson, Palm Beach County Fire Rescue
         - Lt. Thomas Murphy, Palm Beach County Sheriff’s Office
         - Ms. Regina Stolpman, Lakeside Medical Center

   - LEPC Chairs and Coordinators Meeting scheduled for October 18, 2018 in Destin, Florida was cancelled due to Hurricane Michael and the proximity to meeting location. The next quarterly SERC meeting is scheduled for January 22, 2019 in Daytona Beach, Florida in conjunction with the 7th Annual Hazmat Symposium.
Florida Division of Emergency Management (FDEM) Grant Section Update: The 2018 LEPC staff support contract scope of work includes expanded community outreach and education. LEPCs may be requested and will participate where needed in exercise planning, participation and conduct with 302 - EHS facilities. If your agency would like a presentation on the LEPC, training, exercises and planning please make staff aware.

Hazards Materials Working Group: Ms. Etta LoPresti is the TCLEPC representative to the region on the Hazardous Materials Working Group. Quarterly updates have been requested from the conference calls that are conducted monthly. The new chair will be setting up regular conference calls.

Training Task Force Meeting Update: The quarterly meeting scheduled for October 18, 2018 in Destin, Florida was cancelled due to impacts from Hurricane Michael. Conference calls are scheduled monthly. The next meeting is scheduled January 22, 2019 in conjunction with the 7th Annual Hazmat Symposium. The following discussion items are topics on conference calls conducted August 22 and September 19, 2018.

Hazmat Symposium 2019: January 21-25, 2019. Classroom training will remain at the host hotel; the hands-on training will remain at the Volusia County Fire Rescue Training Center. The hazmat team competition will be moved to the Volusia County Fire Rescue Training Center.

Tox-Medic Protocols – Chief Matt Marshall: The draft is being vetted with agencies and disciplines statewide. The updated document will include a canine component. The draft will be presented at the January SERC meeting. A Competency Checklist/Task Book will be an added project box.

Offshore Hazmat Response: Mr. Forest Willis (USCG): the joint off-shore hazmat response initiative between the United States Coast Guard (USCG) and the local hazmat teams in off-shore hazardous materials incidents remains a work in progress. Need to determine teams and their respective locations to develop regional training programs.

TTF SharePoint Portal: Chief Frank DeFrancesco identified that an ongoing initiative remains to bring all documents into one location. The documents would be stored on password-protected State Portal, yet others can and would be provided access if appropriate and justified.

Planning Subcommittee: Operation Road Block Tabletop Exercise was conducted at Palm Beach County Fire Rescue Headquarters in West Palm Beach on August 16, 2018 from 0900 to 1300. Attendance was outstanding with 128 from 9 agencies/departments including 13 evaluators and 3 controllers. The LEPC would like to express our thanks to Palm Beach County Sheriff’s Office for sponsoring lunch for the exercise and Fire Rescue provided breakfast and space for the exercise. In addition, our express gratitude to the exercise planning committee that was made up of several LEPC members and many hours were dedicated by them to this exercise. Staff would like to extend many thanks to the following LEPC members who participated in the Planning Committee and also as subject matter experts; Mr. Louis Dixel (FDOT), Captain Joseph Nelson (PBCFR), Ms. Kelley Burke (District 6, Mayor McKinlay), and Mr. Derrell Jones (FFWCC), Mr. Gregory Thompson
(Sysco Systems) and Chief Michelle Murphy, Boca Raton Fire Rescue and Chief Jose Gonzalez, PBC Fire Rescue.

This exercise was requested by LEPC member and Mayor of Palm Beach County, Ms. Melissa McKinlay to explore the current capabilities and response times for the rural area of the County in the case of a Hazardous materials incident. Planning issues included Alert & Notification, Shelter-in-place/Evacuation, and public messaging. The scenario engaged a roadway blockage preventing first responder assets from reaching the western area of the County pushing responders to find additional ways of reaching communities in the Glades region (Belle Glade, Pahokee and South Bay). The chemical, Methomyl (Lannate), was the chemical used for the exercise. It is an agricultural pesticide, and stolen by an environmental group and used to contaminate the water supply at a water treatment plant; a crop duster dropped the chemical over two elementary schools, and was spread at the Pahokee Marina creating a fish/wildlife kill. Additionally, the chemical was set ablaze with intentional crop duster and tractor trailer crashes.

- **Public Information Exchange:** Please notify staff/coordinator of information you wish to distribute public information to the LEPC or wish to post to the webpage. In addition, staff can post exercises, training or planning. Please email information and staff will distribute to the membership.

- **Local Emergency Planning Committee Activities:** LEPC coordinator are currently engaged in the following projects and/or programs activities:
  - **Small Quantity Waste Generators (SQG) program:** The LEPC staff conducts regulatory compliance site visits for St. Lucie County facilities. The LEPC in partnership with St. Lucie County Waste & Recycling and the Department of Environmental Protection (FDEP) conducted two educational outreach and compliance workshops for the St. Lucie County Small Quantity Waste (SQG) program. LEPC Staff would like to extend a special thanks to St. Lucie County Fire Rescue for hosting the workshops and provision of lunch to participants.
  - **Tabletop exercise:** for the rural areas of Palm Beach County – Belle Glade, Pahokee, and South Bay. The purpose of the LEPC exercise is to look at response times and deployment of resources to areas outside the urban service area for potential improvements, unmet equipment needs and streamlining protocols in a mass casualty incident with hazardous materials.

- **Contract Activities Update:**
  - **HMEP Training:** Staff requested the Committee consider a student cap for the registrations for the 2019 Symposium and it was agreed that 30-35 students would be budget appropriate. The registration website is up and running. If you register, please use TREASURE 2019 as the discount for payment so the LEPC can sponsor your registration cost. Staff requested that the LEPC members submit training classes requests as soon as convenient for the 2018/2019 contract cycle.
  - **Hazards Analysis:** Staff is conducting the 2018/2019 Hazards Analysis for St. Lucie County. Site visits have been conducted and CAMEO input completed and submitted to the Florida Division of Emergency Management meeting deliverable requirements for the first 50% of total sites in the County.
• **Membership**: New members nominated for appointment to the Treasure Coast LEPC have been pushed to the January SERC meeting.

7. **Comments from the Chair and Coordinator**
8. **Comments from Committee Members**
9. **Public Comment**
10. **Future LEPC Meeting Dates**: The next LEPC is scheduled for February 7, 2019. The LEPC meetings are held approximately one month following the State Emergency Response Commission meetings.

11. **Adjournment**

    * Indicates a Committee vote is necessary for the agenda item

    **Note: The next meeting of the Treasure Coast LEPC is scheduled for Thursday, February 7, 2019.**

    Treasure Coast Local Emergency Planning Committee (TC LEPC)
    Frank Lasaga, Chairman - Kathryn E. Boer, Coordinator
    421 SW Camden Avenue, Stuart, Florida 34994 Phone: (772) 221-4060 Fax: (772) 221-4067
    Email: kboer@tcrpc.org ♦ Website: www.tcrpc.org/lepc/lepc.htm
Vice Chair John Garofalo welcomed all in attendance, led the pledge of allegiance, and asked for roll call. Asterisks denote the Alternate is in attendance.

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<td>*Burke, Kelley A.</td>
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<td>Transportation (Florida Department of Transportation)</td>
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Excused
Barrett, Richard
Gonzalez, Jose
King, Matthew
Lasaga, Frank, Chair
Mayer, Timothy
Meding, Paul
Peterson, Vince
Phillips, Tom
Thompson, Gregory
Zabel, Dennis

Occupational Category
Facility Owner/Operator (Florida Gas Transmission Co.)
Firefighting (Palm Beach County Fire Rescue)
Facility Owner/Operator (Tropical Shipping)
Emergency Management (City of Stuart Fire Rescue)
Health (Florida Department of Health Palm Beach County Health)
Facility Owner/Operator (Palmdale Oil Company)
Emergency Management (Tropicana Products, Inc.)
Local Option – Safety (Palm Beach County)
Local Option – Safety (Sysco Southeast Florida, LLC)
Local Environmental (Florida Atlantic University)

Visitors
Dean Beittler
Leanne Cobb
Condell Eastmond
Matt Fick
Randy Gansert
Mike Laycock
Lisa Poziomek

Tropical Shipping
City of Riviera Beach Utility Special District
U.S. Department of Labor, Occupational Safety and Health Administration
City of Delray Beach Fire Rescue
Diamond R Fertilizer Company
Florida Gas Transmission Company
Martin County Health Department

Staff
Kathryn E. Boer
Kim Koho

TCLEPC Coordinator, TCRPC
Administrative Assistant, TCRPC

APPROVAL OF AGENDA
Mr. Bill Pecci moved approval of the August 9, 2018, agenda. Mr. Charles Vogt seconded the motion, which carried unanimously.

APPROVAL OF MEETING MINUTES – MAY 24, 2018
Mr. Vogt moved approval of the May 24, 2018 meeting minutes. Vice Chair Garofalo seconded the motion, which carried unanimously.

NEW BUSINESS
State Emergency Response Commission Meeting

Vice Chair Garofalo noted the State Emergency Response Commission (SERC) Meeting was held July 13, 2018 in Cocoa Beach, Florida and that he was not able to attend the meeting. He reviewed the meeting notes with the membership. The next meeting is scheduled for October 18-19, 2018, in Destin, Florida.
Ms. Boer stated that the SERC announced that the First Responder Network Authority (FirstNet) will be available through the AT&T network. FirstNet was developed to allow public safety agencies and first responders to receive information more quickly.

Hazardous Materials Incidents Report

Ms. Boer stated that the Hazardous Materials incidents reports no longer include data from Hollywood and Fort Lauderdale, only our region’s counties. The complete report is available through the Florida Division of Emergency Management, State Watch Office (SWO). She noted to the membership that they can contact the SWO to be included to receive information email notifications or reports, or Ms. Boer will provide a copy upon request.

LEPC Chairs and Coordinators Meeting Update

Vice Chair Garofalo stated the last meeting of the LEPC Chairs and Coordinators meeting was held July 12, 2018 in Cocoa Beach and he reviewed the meeting updates.

Ms. Boer stated that the next SERC meeting is October 18, 2018 in Destin, all new member and alternate membership requests must be submitted to her prior to September 15, 2018 for appointments to be approved at the October 18th meeting.

Ms. Boer said that Ms. LoPresti, Indian River County Emergency Services, represents the TCLEPC as a Hazards Analysis Working Group member. Ms. Boer has requested updates or a brief report from the conference calls and quarterly meetings. The HA Working Group has requested comments on CAMEO issues from users. Ms. Boer will be polling fire rescue departments to see if they are using CAMEO, and what issues they are experiencing. CAMEO should be on fire rescue trucks for first responders to use. Palm Beach County 911/Communications/Dispatch has software they designed is unique in that the system will flag and notify dispatchers of facilities that have hazardous materials present. Ms. Boer can obtain more information for any member that is interested.

Ms. Boer stated that Mr. Michael McClean representing Amtrak provided a presentation on the passenger railway system in relation to emergency response teams and first responders. Ms. Boer said that the presentation is important to the Treasure Coast Region since the Region has FEC and CSX freight rail, Brightline passenger rail, and Amtrak passenger rail and in some cases the tracks for freight and passenger rail run side by side and it is difficult to get after action reports from the rail lines after an incident, so the presentation provided additional insight. Please contact staff if you would like more information about the presentation. If anyone has relationships and/or contact information at FEC or CSX rail line, to please contact her. She would like to invite the rail lines to upcoming exercises.

Chief Carlos Valle stated that he had good contacts for CSX that he would send to Ms. Boer. Ms. Boer stated that since rails are expanding, it will be the topic for the next TCLEPC meeting.

TRAINING TASK FORCE UPDATE

Vice Chair Garofalo stated the last meeting was held July 12, 2018 in Cocoa Beach noting that conference calls are scheduled monthly. The next Quarterly meeting will be October 18, 2018 in Destin, Florida.
Ms. Boer stated that the Hazmat Symposium will be held in Daytona Beach, Florida. Chief Michelle Murphy stated that the dates for the Symposium have been confirmed for January 22 through 25, 2019.

Ms. Boer said that last year TCLEPC sent 52 persons to the symposium which depleted TCLEPC training funds. At the last meeting, it was decided that a cap would be placed on the number of attendee sponsorships. The Committee has always sponsored teams participating at the symposium and the Treasure Coast Region has done exceptionally well in competitions. She asked the Committee for suggestions. Vice Chair Garofalo suggested letting new attendees sign up first. Chief Valle suggested breaking up the number between the four counties for a limited amount of time. After that time, the remaining numbers would be opened up to the region. Ms. Boer said that she would figure out how many teams could be funded and would verify any possible additional FDEM funds that might be available. She will list all the choices on what method we should use to cap the student number for attendance to the Symposium and email the membership.

Ms. Boer stated the TTF project matrix will be available and forwarded to the membership once it has been finalized with the additional projects.

Ms. Boer stated that a Hazardous Materials Safety Officer and Incident Commander training guidelines have been added to the TTF Projects Matrix. LEPCs around the State have been conducting Incident Commander for Hazardous Materials incidents and TCLECP has held 5-6 classes in the last two years on that training. Ms. Boer stated that the training guidelines for safety officer and incident commander training for hazard materials training is a new project that will be beneficial to everyone since training classes are offered throughout the State of Florida. There will be additional information available regarding cancer and firefighters that she will forward to the membership.

**Planning Subcommittee**

Ms. Boer stated that the Committee for Operation Road Block Tabletop Exercise for the Palm Beach County – Glades region (Belle Glade, Pahokee, and South Bay) has met for four planning conferences (April 5, June 7, June 26, and August 1). The Committee members have developed the scenario and objectives/tasks. The exercise will be conducted at Palm Beach County Fire Rescue Headquarters in West Palm Beach on August 16, 2018 from 0900 to 1300. If you are able to participate as an evaluator, please contact staff.

The exercise was requested by TCLEPC member and Mayor of Palm Beach County, Ms. Melissa McKinlay to explore the current capabilities and response times for the rural area of the County in the case of a Hazardous materials incident. Planning issues will include public alert & notification, shelter-in-place/evacuation, public safety messaging, and hospital medical surge. The scenario entails a roadway blockage preventing first responder assets from reaching the western area of the County pushing responders to find additional ways of reaching the communities. Methomyl (Lannate), an agricultural pesticide, will be used by an environmental group to contaminate the water supply at a plant in Belle Glade; a crop duster will drop the chemical over two elementary schools, and is spread at the Pahokee Marina creating fish/wildlife kill.

Staff would like to extend many thanks to the following LEPC members who participated in the Planning Committee as stakeholders, but also as subject matter expertise in review and development of
critical elements of the exercise: Louis Dixel (FDOT), Captain Joseph Nelson (PBCFR), Kelley Burke (District 6, Mayor McKinlay), and Mr. Darrell Jones (FFWCC). Each planning committee member is sending their staff to attend the exercise for training.

**Public Information Exchange**

Please notify the TCLEPC staff/coordinator of information you wish to distribute as public information to the LEPC or wish to post to the webpage. In addition, staff can post exercises, training or planning. Please email the information to staff.

**Local Emergency Planning Committee Activities**

Ms. Boer conducted an LEPC/EPCRA outreach lecture at the Small Quantity Waste Generator Facility Workshops conducted by the Florida Department of Environmental Protection and the Treasure Coast Regional Planning Council. Two FDEP/SQG compliance/education workshops were conducted July 30, 2018 for St. Lucie County waste generator facilities. St. Lucie County EHSS facilities were also invited to attend as many of these facilities also generate or recycle wastes. Ms. Dixel noted that his staff and many facility staff are in need of cargo manifest training. Ms. Boer said she would request that Mr. Kenton Brown, FDEP and TCLEPC member, provide information on training.

Staff is finalizing the Shelter-In-Place PowerPoint and coordinating with Indian River State College, school superintendents and the Girl and Boy Scouts in the region for training and outreach presentations.

The TCLEPC conducted Operation Road Block tabletop exercise August 16, 2018 at Palm Beach County Fire Rescue headquarters from 0900-1300. One hundred twenty-eight (128) agency personnel plus 12 evaluators, 3 controllers and 2 staff participated in the exercise. Feedback was outstanding. Staff is currently working on pulling the after-action report together, then invites and staff will be invited to attend a final conference to review the evaluator outcomes. The exercise purpose was to explore response times and deployment of resources to areas outside the urban service area in response to a disaster in rural areas of the County and identify issues that may arise from limited access to the areas. Participants were asked to use current response plans and equipment in responding to the scenario and identify strengths and potential improvements; unmet equipment needs and streamline protocols in mass casualty incidents with hazardous materials.

**CONTRACT ACTIVITIES UPDATE**

Ms. Boer stated that the TCLEPC has received the 2018/2019 Hazards Analysis (HA) grant. The HA grant funds the TCLEPC coordinator to conduct compliance site visits to the facilities that transport, store, manufacture or use Extremely Hazardous Substances (EHSs). Ms. Boer stated that St. Lucie County currently has fifty-six (56) facilities. The Florida Division of Emergency Management requires that 50 percent of the total County facilities be visited each year. Please contact staff if you wish to attend a compliance site visit.

The Hazardous Materials Emergency Preparedness (HMEP) grant will be active for funds to sponsor classes etc., as of October 1, 2018. Ms. Boer stated that if members have any particular classes you need in your organization to please contact her. Current training classes requests received include:
Toxicology 8 hours, Hazardous Materials Technician 160 hours (Hybrid online/classroom), two Hazardous Materials Awareness Level and one (1) Chlorine tanker/leak class.

MEMBERSHIP

Ms. Boer welcomed Chief Jose Gonzalez, Palm Beach County Fire Rescue, as a new Primary member. She noted that Chief William Rowley, Palm Beach County Fire Rescue will be his alternate. If you do not have an alternate, please consider nominating someone from your agency who may attend meetings in your stead.

COMMENTS FROM THE CHAIR AND COORDINATOR

Ms. Boer noted that Chair Frank Lasaga accepted a position with the Town of Jupiter Island Police Department and is in training at the police academy. He plans to attend the next TCLEPC meeting but will be unavailable to attend the Destin LEPC Chairs and SERC meetings. Mr. Dixel, FDOT, requested he be considered to attend for the Chair. Ms. Boer noted that his meals, lodging and rental vehicle will be funded for his travel.

Ms. Boer suggested that Mr. Eastmond, OSHA, and Mr. Randy Gansert, Diamond R Fertilizer, consider becoming members. She would forward nomination forms via email.

COMMENTS FROM COMMITTEE MEMBERS

Ms. Boer stated that several Committee members have volunteered to serve as evaluators/controllers for Operation Road Block exercise. She thanked the planning committee members for their expertise in planning and time spent reviewing and editing exercise materials such as maps, ExPlan and Capabilities Target List. She also noted that the Palm Beach County Sheriff’s Office will be sponsoring a catered lunch to be served during the Hotwash. Palm Beach County Fire Rescue graciously offered their double training room to host participants. Fire rescue also provided coffee, water, ice and coolers.

PUBLIC COMMENT

None.

NEXT MEETING

The next meeting of the TCLEPC is scheduled for November 1, 2018 at the City of Stuart Fire Rescue EOC, 800 Martin Luther King Boulevard, Stuart, Florida 34994.

ADJOURNMENT

Mr. Bill Pecchi moved to adjourn the meeting. Mr. Paul Seldes seconded the motion, which carried unanimously. The meeting adjourned at 11:30 a.m.

Draft Minutes Treasure Coast LEPC
August 9, 2018

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