

# LEPC VI Meeting Minutes

Friday, October 17, 2014  
10:00 a.m.



East Central Florida Regional Planning Council  
309 Cranes Roost Blvd Suite 2000  
Altamonte Springs, FL 32701



## Primary Members in Attendance

Chair Jennifer Hobbs, Inomedic/ICSC  
Richard Foster, Orlando Fire Department  
Greg Thompson, Orlando Sentinel  
Chris Geiger, Lockheed Martin  
Katharine Gambino, KSC  
Jim Burrows, Florida Gas Transmission Co.  
Thomas Carpenter, Lake County  
David Crowe, FLDOH  
Wayne Kee, NASA  
Darrell Miller, G4SGS  
Jennifer Pierce, Clermont  
Jill Vogel, InDyne  
John Warner, Brenntag  
Mark Sawaska, Air Products and Chemicals

## Alternate Members in Attendance

Jeff Waters, FDEP  
Randy Stafford, FDOT  
Matt Swingholm, Seminole County  
Ronald Plummer, Orange County  
Jackson Maddox, City of Orlando  
James Judge, Volusia County  
Randy Jones, Lake County Fire

## Others in Attendance

Tim Kitchen, ECFRPC  
Amanda Webb, ECFRPC  
Bill Snyder, Volusia County  
Scott Rayburn, Rollins College  
Victor Almodovar, USCG  
Sidney Smith, TransFlo  
Deshawn McCall, FDLE  
Trisha Cook, Patrick Air Force Base

## I. Call to Order and General Business

The District VI LEPC Meeting held at the East Central Florida Regional Planning Council was called to order at 10:07 a.m. by Chair Jennifer Hobbs.

## II. Approval of Minutes

Lieutenant Richard Foster motioned to approve the August 2014 LEPC meeting minutes; the motion was seconded by Wayne Kee. The minutes were officially approved.

## III. Training Updates

Tim Kitchen provided an update from the SERC TTF meeting. He discussed the progress of the 2015 Hazmat Training Symposium which will be held on Jan. 21 -23, 2015 in Daytona Beach. He mentioned that many of the speakers/instructors have confirmed and the training rooms have been established. He also noted that there is still a need for donations such as registration scanners, water, etc. Jim Judge stated Volusia County EM would be able to provide water to the first responders during the hands-on-training, as well as tours of the new EOC. For those interested in more information on the symposium please visit [www.Flhazmatsymposium.org](http://www.Flhazmatsymposium.org)

Jennifer Hobbs discussed updates regarding items on the Project Tracking Chart and provided updates from participating agencies on the TTF. She also discussed the Coast Guard Industry Cruise Line Training Event on October 30, 2014 in the Panhandle area. There were two slots available, Doug Wolfe is filling one and the other is still vacant.

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It was noted that Matt Marshall will be conducting assessments for hazmat teams and that any persons interested in helping should contact him directly. Tim Kitchen updated the group on the training from the last quarter. There were approximately 140 individuals trained in three (3) CAMEO courses, three (3) Hazmat Medic courses, one (1) Advanced Diagnosis for Hazmat Exposure and one (1) NIMS All-Hazard Position Specific Strike Team/Task Force Leader course. Current trainings discussed was focusing on the upcoming 2015 HazMat Training Symposium and potentially hosting another NIMS All-Hazard Position Specific Strike Team/Task Force Leader course. Additionally please contact Tim Kitchen if you are interested in hosting a How-To-Comply Course for your facilities.

## IV. SERC Report

Jennifer Hobbs briefed the LEPC on the SERC meeting. She discussed the Hazard Analyses Working group and the continuing efforts to improve and streamline the process. There was a discussion on the HA contract modifications that now incorporate the concerns addressed by the district. Thomas Carpenter expressed additional concerns regarding the timeline and hard date deliverables of the contract. Those concerns will be relayed to FDEM. It was also mentioned that the LEPC Districts are working with FDEM to obtain the HA review process for next year's cycle.

Tim Kitchen discussed the HMEP and LEPC ongoing contractual topics and that many of the issues were resolved during the last LEPC Staff and Chairs meeting.

The updated version of the How-to-Comply Manual was distributed to the group and will be sent out electronically.

## V. New and Continuing Business

There was a discussion on E-Plan and the appropriate tier II submittal process. E-Plan submittal is sufficient for the LEPC and SERC, but the recommendation is still for the facilities to contact their local fire departments for their submittal preference. It was recommended by the group to re-address this issue at the SERC Meetings.

Tim Kitchen noted this is the year for the Biennial Exercise and asked that anyone interested in hosting contact him. Planning for the exercise will be conducted in late winter/early spring.

Jennifer Hobbs discussed the Supplemental Environmental Projects program that is being developed by FDEM and that the LEPC District VI members should be preparing appropriate projects to be added to the list. This will allow the District to be able to direct potential fine dollars to benefit the local community.

Tim Kitchen discussed the progression of developing an E-Plan/CAMO/HA Training for public safety agencies in the region. The need was identified to tie the three programs together so that a much broader audience can learn all three aspects for better planning and response capabilities. The training is still under development and several District members are contributing to the progression.

## VI. Announcements/Comments

Wayne Key noted the Orion Launch in December at Cape Canaveral and asked if there were any precautions the local public safety agencies were taking regarding to the threat of Ebola in regards to mass gatherings. David Crowe, with DOH noted that flu season has already begun and

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that many of the prevention practices are similar and that social distancing actions should be considered to those clearly exhibiting symptoms. Dave also discussed that the local hospitals and many of the other public safety agencies are participating Ebola conference calls and trainings to address the potential risks. Regarding the transportation threat, in the State of Florida, there is only one lab certified to test for Ebola so any testing samples from the state will likely travel through the district. He noted that common carriers such as Fed Ex or UPS, as well as, the Dept of Health vehicles will be transferring samples, all in special packaging (triple packaging). It was discussed that transportation Ebola protocol be provided to the District VI members. Also if there is an incident with one of those vehicles, he suggested talking to driver.

There was a discussion on the need for training health care providers on the proper awareness and PPE.

## **VII. Next Meeting Date**

The next meeting will be held on February 6, 2015 at East Central Florida Regional Planning Council.

## **VIII. Adjournment**

Randy Jones made a motion to adjourn the meeting and it was seconded by Ronald Plummer at 11:38 a.m.