MEETING DATE:  February 26, 2020

LOCATION:  700 Hwy 2300, Southport, FL 32409

<table>
<thead>
<tr>
<th>Time</th>
<th>Agenda Section</th>
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<tbody>
<tr>
<td>9:15 a.m.</td>
<td>Nominations Subcommittee Agenda .....................................................................1</td>
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<tr>
<td>9:30 a.m.</td>
<td>Training Subcommittee Agenda ............................................................................2</td>
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<tr>
<td>9:45 a.m.</td>
<td>Education and Public Awareness Agenda ...........................................................3</td>
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<td>10:00 a.m.</td>
<td>LEPC General Agenda ..........................................................................................4</td>
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MEETING AGENDA: Nominations Subcommittee

February 26, 2020 | 9:15 a.m.
Bay County EOC
700 Hwy 2300, Southport, FL 32409

1. Welcome and Introductions – Jeff Bingle, Chair
2. Discussion Items
   a) Upcoming Vote:
      i. Ken Coulter
3. New Business and Public Comments
4. Adjourn
MEETING AGENDA: Training Subcommittee

February 26, 2020 | 9:30 a.m.
Bay County EOC
700 Hwy 2300, Southport, FL 32409

1. Welcome and Introductions – Ken Coulter, Chair
2. Discussion Items
   a) 2020 Hazmat Symposium
   b) HMEP Training Financial Statement, Enclosure B
3. New Business and Public Comments
4. Adjourn
Enclosure B

HMEP Budget

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<td>FY19/20 Allocation:</td>
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<td>160 hour Hazmat Tech Class for 20 students:</td>
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MEETING AGENDA: Education and Public Awareness Subcommittee

February 26, 2020 | 9:45 a.m.
Bay County EOC
700 Hwy 2300, Southport, FL 32409

1. Welcome and Introductions – Brooke Powell, Chair

2. Discussion Items
   a) Current Community Outreach – Open Forum
   b) Update of Bay County – Brooke Powell
   c) Upcoming Events:
      i. Pensacola Airport Exercise

3. New Business and Public Comments

4. Adjourn
MEETING AGENDA: Full Committee

February 26, 2020 | 10:00 a.m.

Bay County EOC

700 Hwy 2300, Southport, FL 32409

1. Welcome and Introductions of Attendees – Mr. Delp

2. Approval of November 13, 2019 Meeting Minutes

3. SERC Meeting Update – Mr. Delp
   a) Notes from SERC Meeting – Enclosure A

4. LEPC Subcommittee Reports
   a) Nominations
      i. Report from Subcommittee – Mr. Bingle
   b) Training
      i. Report from Subcommittee – Mr. Coulter
   c) Education and Public Awareness
      i. Report from Subcommittee – Mrs. Powell

5. New Business
   a) New LEPC Coordinator – Mr. Griffin
   b) Pensacola Airport Exercise - Mrs. Thayer
   c) LEPC Plan Review Committee - Mrs. Thayer
   d) Update of Region, (open forum)
   e) DEM Sunshine Update – Mr. Delp
   f) Membership Votes:
      i. Ken Coulter as Primary Member

6. Public Comments and Next Meeting
   a) Next SERC Meeting: April 16-17, 2020 – St. Augustine, FL
   b) Next LEPC Meeting: Tentatively May 13 – Location TBD

7. Adjourn
GENERAL Meeting Information

The District 1 LEPC serves Bay, Washington, Holmes, Walton, Okaloosa, Santa Rosa and Escambia Counties. It is the mission of the LEPC to assist the State of Florida in locally implementing the Emergency Planning and Community Right-To-Know Act (EPCRA).

If you have any questions, please contact Mrs. Debbie Thayer at: (850) 332-7976 or (800) 226-8914, ext. 205. Or by e-mail: debbie.thayer@ecrc.org. You can be placed on the e-mail distribution list by contacting us. Please notify staff 48 hours in advance if special accommodations are needed with regard to the Americans with Disabilities Act.

Following guidance from the Committee in supporting a conservation effort, copies of the agenda, are available at our Website: http://www.ecrc.org/lepc.
Wednesday, November 13, 2019, 10:00 a.m.
Santa Rosa County EOC
4499 Pine Forest Road, Milton, FL 32583

Members present:

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<td>Wall</td>
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Emerald Coast Regional Council, Staff to the Committee
P.O. Box 11399 • Pensacola, FL 32524 • P: 850.332-7976 • 1.800.226.8914 • F: 850.637.1923
www.ecrc.org/lepc
Visitors present:
- Lamar Faulkner
- Matt Dobson
- Hannah Davis

Staff present: Griffin, Garett

1. **Welcome and Introduction of Attendees**

   Chairman Delp called the meeting to order. The Pledge of Allegiance made.

2. **Approval of July 31 Meeting Minutes**

   Mr. Dilmore motioned that the minutes be approved; this motion was seconded by Mr. Stewart and then approved unanimously among the committee.

   **Motion – approved unanimously**

3. **Recap of the April Statewide Training Task Force (TTF), LEPC Chairperson’s and Staff, and the State Emergency Response Commission (SERC) Meetings**

   Chairman Delp and Mr. Griffin gave an overview of the three meetings. An outline can be found below:

**TTF Meeting:**

- Approval of July minutes
  - Passed unanimously.
- Conference Call Updates:
  - SOG and SOP updates were discussed. The TTF will be moving forward with the four proposed SOP’s—six are still remaining. The rest will be going through revision in the near future; they hope to do all completed by the end of next quarter. There was a motion for the TTF to accept these SOG revisions which passed unanimously. A portal has been developed so that entities can view these.
- Current Business
  - Hazmat Team Assessment
    - Scott Chappell and JW are moving forward with the assessments and all is going well.
- NOVA SEAMIST
  - *Background* Doug Dillon gave a presentation on providing hazmat support to a stranded vessel that is unable to make it to port. There is Statewide interest in such a
program, however, the problem has been finding funding for this. Mr. Dillon mentioned that NOVA has a program via federal grants that could assist. Chief Murphy made a motion for the TTF to develop a letter requesting that NOVA assists in developing a maritime hazmat course—this passes unanimously.

- **DEM**
  - Eric Sayler gave presentation that the TTF IS subject to Sunshine Law. From now on, content for the group must be distributed through Anhar to avoid any public notice or rule violations.

- **Florida DEP**
  - Nick Roff mentioned that the DEP has established an Environmental Crimes unit and it is almost staffed up. A presentation further discussing this department will be given at the next SERC Meeting.

- **2020 Hazmat Symposium**
  - Jonathan Lamm mentioned that there are currently 236 hours of hazmat training planned for the 2020 Hazmat Symposium. Registration is open but not being pushed out yet. All interested attendees need to work through their LEPC to receive the LEPC discount code.
    - Dates: Jan 21-24
    - Same hotel
    - Registration fees have not increased

- **Upcoming events:**
  - Next Conference Calls
    - Nov 13, 2019 @ 1:30 PM
    - Dec 11, 2019 @ 1:30 PM

**LEPC Chairperson / Coordinators Meeting:**

- TTF update (above) and approval of minutes—passes unanimously.
- LEPC District Reports:
  - Each of the ten LEPC regions provided highlights of the previous quarter in the Florida Hazmatters. In our region, we are continuing our tech refreshers and beginning to plan for next years’ HMEP allocation.
- **2019 Hazmat Team Assessment Process:**
  - FDEM has hired JW as a temporary employee that will travel around and do these assessments for the entire state. This is going well thus far. Scott will be using the results for a 60 page research report that he will distribute among the SERC.
- **E-Plan and HurrEvac**
  - Tyler Nolan gave a presentation and examples of how this program works. It is a live GIS based function that lets you see wind fields, surge, ect. and how these factors might affect EHS facilities that could be impacted.
• Sunshine Law
  o There was a tabled discussion brought up by Kevin on the Sunshine Law. Kevin stressed the importance of wanting to avoid any potential conflicts of interest among committee members. DEM legal has located a 1988 ruling that establishes all LEPC members are to be considered local officials and, as such, fall under ethics laws. Naturally, this raises many questions. *Update: Thus far, Eric Sayler of DEM (legal council), has determined that the LEPC does indeed fall under Sunshine. This topic is still muddy and we hope to have further clarification by next meeting.

• 2020 Yatabe Awards
  o Winners will be invited to the January SERC meeting.

• 2020 Emergency Response Books
  o Rob didn’t yet have an update on these, but did note that we will be receiving many more books than in previous years.

• Upcoming Events:
  o Next meeting scheduled for January 21, 2020 in Daytona, FL.

SERC Meeting:

• Previous minutes were passed unanimously.
• LEPC new appointments and biennial appointments were approved.
• Audit/Inspection Work Plan for Risk Management Program (RMP)
  o For FY19/20, they now have two new inspectors for a total of five. The new RMP schedule is double this year. The RMP program works with a pool of nearly 12,000 facilities in the State that are dangerous enough to fall in to this category. Usually inspectors handle three inspections per week. Mr. Dietrich noted that just because these facilities fall under this category doesn’t necessarily mean that they have had any incidents.
• TTF report – update of everything discussed during meeting
• LEPC Committee update – Mr. Delp gave an update of everything discussed above
• Upcoming Events:
  o Next Scheduled Meeting is January 22, 2020 in Daytona, FL

4. LEPC Subcommittee Reports

a. Nominations – Chairman Delp and Mr. Griffin provided an update on Yatabe and SERC nominations. Chairman Delp gave background information on the award and announced that Nicole McDonald has won the award for the Emerald Coast LEPC.

b. Training – Subcommittee Chair Coulter was unable to attend, but provided an update of current training efforts via an email that Chairman Delp read aloud. Further discussion was had that from now, until the foreseeable future, we will be combining our Training and
Planning Subcommittees. Chairman Delp and Mr. Park brought up discussion of our commodity flow study that we must complete every four years. Mr. Park will be sending the last report over to Mr. Griffin for review and further discussion. It was noted that, since the last one was completed in 2016, we would be opening a subcommittee to begin planning for the next one in 2020.

c.  **Education and Public Awareness** – Mr. Griffin asked the room for any area updates. An event in Panama City was noted, but details were not clear.

5.  **New Business**

   a.  Mr. Delp announced that, since TJ’s business has taken off, he would not have the free time to remain on the TTF for SERC. A motion was made by Mr. Stewart to appoint Ken Coulter to the position. This motion was seconded by Mr. Dilmore and was then passed unanimously among the LEPC.

     **Motion – approved unanimously**

   b.  Membership vote for Matthew Blansit as an LEPC alternate was brought up. A motion to approve the membership was made by Mr. Bingle and seconded by Mr. Dilmore. This was then passed unanimously among the LEPC.

     **Motion – approved unanimously**

6.  **Public Comments and Next Meeting**

   a.  **SERC:** January 21-22, 2020
   
   b.  **Emerald Coast LEPC Meeting:** TBD – tentatively February 5th in Bay County

7.  **Adjourn**

    With no further business, Chairman Delp adjourned the meeting.

    **Motion – approved unanimously**

Approved:

Richard Delp, Chairman or Ken Coulter, Vice-Chair

Date: _____________________
NOTES FROM JANUARY SERC MEETINGS

Daytona Beach, FL       January 21-22, 2020

TTF Meeting:

- Approval of October minutes
  - Passed unanimously.
- Conference Call Updates:
  - SOG and SOP updates were discussed by Rob. All updates have been uploaded to Sharepoint and are awaiting SERC Approval. A portal has been developed so that entities can view these.
- Current Business
  - Hazmat Team Assessment
    - Scott Chappell and JW are moving forward with the assessments and all is going well.
- NOVA SEAMIST
  - *Background* Doug Dillon gave a presentation on providing hazmat support to a stranded vessel that is unable to make it to port. There is Statewide interest in such a program, however, the problem has been finding funding for this. Mr. Dillon mentioned that NOVA has a program via federal grants that could assist. Chief Murphy made a motion for the TTF to develop a letter requesting that NOVA assists in developing a maritime hazmat course—this passes unanimously.
  - This letter has been signed by Rob and submitted. We have heard nothing back as of yet.
- DEM
  - Eric Sayler mentioned that LEPC members did not need to fill out the Form 1.
- Florida DEP
  - Nick Roff mentioned that the DEP has established an Environmental Crimes unit and it is almost staffed up. They have taken in 1,300 incident reports thus far, the largest incident being in Tampa where 50,000 lbs of bio-medical waste was spilled. This incident alone had a cost of over $100,000.
- 2020 Hazmat Symposium
  - Jonathan Lamm mentioned that there were currently 619 registered students thus far. This is again an increase over past years.
- Upcoming events:
  - Next Conference Calls
    - Feb 12, 2020 @ 1:30 PM
    - Mar 11, 2020 @ 1:30 PM

LEPC Chairperson / Coordinators Meeting:

- TTF update (above) and approval of minutes—passes unanimously.
• LEPC District Reports:
  o Each of the ten LEPC regions provided highlights of the previous quarter in the Florida Hazmatters. In our region, we are continuing our tech refreshers and beginning to plan for next years’ HMEP allocation.
• Sunshine Law
  o Same update as TTF. Anyone that may have a conflict of interest is encouraged to reach out to the Board of Ethics regarding their situation.
• 2020 Yatabe Awards
  o Winners will be invited to the SERC meeting the next day. Chairman Delp explained how the ceremony would occur.
• 2020 Emergency Response Books
  o Rob mentioned that these were to come in soon and that the LEPCs would be responsible for picking them up and storing them.
• The Dwayne Mundy Lifetime Achievement Award
  o The news of Dwayne Mundy’s passing was discussed at this meeting. In order to honor his life’s work and passion for emergency management, the group has moved forward with creating the aforementioned award. This award will be presented to Dwayne’s family the following day. Exact parameters were to be developed by Kate and sent out for review/approval among the group. Chairman Delp clarified that this is not an award we would give out regularly, but rather one that would be reserved for outstanding contribution.
• Upcoming Events:
  o Next meeting scheduled for April 16, 2020 in St. Augustine

**SERC Meeting:**

• Previous minutes were passed unanimously.
• LEPC new appointments and biennial appointments were approved.
• Dwayne Mundy Lifetime Achievement Award
  o This award was presented to Mr. Mundy’s family
  o There was also a vote to change the name of the award from the Lifetime Achievement Award to the Dwayne Mundy Lifetime Achievement Award
• Thomas Yatabe Award Ceremony
  o The Yatabe awards were presented. From District 1, our nominee was Nicole McDonald
• TTF report – update of everything discussed during meeting
• LEPC Committee update – Mr. Delp gave an update of everything discussed above
• DEM
  o Legal Counsel mentioned that there would be some upcoming rule/bylaw/general updates to the SERC membership requirements. We currently have some names on the committee that have not attended a meeting in over a year. Anhar would be sending out the proposals in the upcoming months for review and discussion/possible vote at the April meeting.
• Upcoming Events:
  o Next Scheduled Meeting is January 22, 2020 in Daytona, FL