**MEETING DATE:** April 22, 2020

**LOCATION:** [https://global.gotomeeting.com/join/368637789](https://global.gotomeeting.com/join/368637789)
United States: +1 (646) 749-3122, Access Code: 368-637-789

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

April 22, 2020 | 9:15 a.m.

https://global.gotomeeting.com/join/368637789
or by phone: 1 (646) 749-3122, Access Code: 368-637-789

1. Welcome and Introductions – Jeff Bingle, Chair
2. Discussion Items
   a) Upcoming Vote:
      i. Biennial Officer Elections
      ii. LEPC Member Letters
      iii. LEPC Member Reappointments
3. New Business and Public Comments
4. Adjourn
MEETING AGENDA: Training Subcommittee

April 22, 2020 | 9:30 a.m.

https://global.gotomeeting.com/join/368637789
or by phone: 1 (646) 749-3122, Access Code: 368-637-789

1. Welcome and Introductions – Ken Coulter, Chair

2. Discussion Items
   a) Training Changes due COVID 19- Ken Coulter
   b) HAZMAT Team Assessments- Debbie Thayer
   c) 2020 LEPC Exercise Postponement- Debbie Thayer
   d) HMEP Training Financial Statement, Enclosure B

3. New Business and Public Comments

4. Adjourn
## Enclosure B

### HMEP Budget

**FY19/20 Allocation:** $56,189.75

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hazmat Tech Refresher Courses</td>
<td>$TBD</td>
</tr>
<tr>
<td>2020 Hazmat Symposium Sponsorship</td>
<td>$12,298.00</td>
</tr>
<tr>
<td>Hazmat Suits for Training</td>
<td>$2,000.00</td>
</tr>
<tr>
<td>IHM Sponsorship</td>
<td>$TBD</td>
</tr>
<tr>
<td>Hazmat Training Trailer Equipment</td>
<td>$TBD</td>
</tr>
<tr>
<td>160 hour Hazmat Tech Class for 20 students</td>
<td>$20,000.00</td>
</tr>
</tbody>
</table>

**Total Encumbered:** $TBD

* EC LEPC did not get the $20,000 extra PHMSA allocation. Due to this, the HAZMEDIC ($15,000) was dropped in favor of the HAZMAT 160 class. This budget will be changing dramatically in the following months due to the following: The IHM Conference status is TBD due to COVID 19. HAZMAT Tech Refresher training for Bay Co is still TBD. The HAZMAT 160 course hands-on portion has been temporarily postponed. Therefore, the remaining money that will be available for HAZMAT Trailer equipment is TBD.
MEETING AGENDA: Education and Public Awareness Subcommittee

April 22, 2020 | 9:45 a.m.

https://global.gotomeeting.com/join/368637789
or by phone: 1 (646) 749-3122, Access Code: 368-637-789

1. Welcome and Introductions – Brooke Powell, Chair

2. Discussion Items
   a) Current Community Outreach – Open Forum
   b) Update
      i. Pensacola Airport Exercise- Debbie Thayer

3. New Business and Public Comments
   a) HAZMAT Information Available to the Public- Debbie Thayer
   b) Annual Shelter in Place Presentation- Debbie Thayer
   c) HAZMAT Awareness Week- Sept 2020

4. Adjourn
MEETING AGENDA: Full Committee

April 22, 2020 | 10:00 a.m.

https://global.gotomeeting.com/join/368637789
or by phone: 1 (646) 749-3122, Access Code: 368-637-789

1. Welcome and Introductions of Attendees – Mr. Delp
2. Approval of Meeting Minutes: February 26, 2020 LEPC and April 2, 2020 Planning SC
3. SERC Meeting Update – Mr. Delp
   a) N/A - SERC meeting April 16-17, 2020- cancelled/postponed due to COVID-19
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) LEPC Plan Updates/Approval- Mrs. Thayer
   b) Hazards Analysis Available - Mrs. Thayer
   c) Update of Region, (open forum)
   d) Thomas Yatabe Award Nominations- Mr. Delp
   e) Membership Votes:
      i. Biennial Elections/Appointments- Mr. Delp
6. Public Comments and Next Meeting
   a) Next SERC Meeting:– July 15-16, 2020, Sarasota, Fl (Tentative)
   b) Next LEPC Meeting: –Wed Aug 19, 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. 225. 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.
Members present:

<table>
<thead>
<tr>
<th>Primary Member</th>
<th>Present</th>
<th>Alternate</th>
<th>Occupational Category</th>
</tr>
</thead>
<tbody>
<tr>
<td>Abel</td>
<td>Lynne</td>
<td>Welch</td>
<td>Connie</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Emergency Management</td>
</tr>
<tr>
<td>Bingle</td>
<td>Jeff</td>
<td>Fehl</td>
<td>K. C.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Facility Owner/Operators</td>
</tr>
<tr>
<td>Delp</td>
<td>Richard</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Elected Official</td>
</tr>
<tr>
<td>Dilmore</td>
<td>Larry</td>
<td>Sawyer</td>
<td>John</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Facility Owner/Operator</td>
</tr>
<tr>
<td>Eldidias</td>
<td>Chris</td>
<td>Free</td>
<td>Donna</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Emergency Management</td>
</tr>
<tr>
<td>Dosh</td>
<td>John</td>
<td>Rowell</td>
<td>Stephen</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Emergency Management</td>
</tr>
<tr>
<td>Finley</td>
<td>Rob</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Military / Health</td>
</tr>
<tr>
<td>Hahn</td>
<td>Daniel</td>
<td>Baker</td>
<td>Brad</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Emergency Management</td>
</tr>
<tr>
<td>Hamilton</td>
<td>Steve</td>
<td>Jara</td>
<td>Juan</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Emergency Management</td>
</tr>
<tr>
<td>Hart</td>
<td>David</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Emergency Management</td>
</tr>
<tr>
<td>Holloman</td>
<td>Chris</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Emergency Management</td>
</tr>
<tr>
<td>Howard</td>
<td>Tim</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Firefighting</td>
</tr>
<tr>
<td>Imhof</td>
<td>Seth</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Firefighting</td>
</tr>
<tr>
<td>Kasper</td>
<td>Martin</td>
<td></td>
<td>Facility Owner/Operator</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lord</td>
<td>William</td>
<td>Ebbert</td>
<td>Wally</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Firefighting</td>
</tr>
<tr>
<td>Lloyd</td>
<td>Tom</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Emergency Management</td>
</tr>
<tr>
<td>Mayo</td>
<td>Wendy</td>
<td>Worley</td>
<td>Stephanie</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Emergency Management</td>
</tr>
<tr>
<td>McDaniel</td>
<td>Randy</td>
<td>Wolfe</td>
<td>Ken</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Emergency Management</td>
</tr>
<tr>
<td>Scott</td>
<td>Katie</td>
<td>X</td>
<td>Stewart</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Shayne</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Emergency Management</td>
</tr>
<tr>
<td>Norwood</td>
<td>Tracie</td>
<td>Harrison</td>
<td>Donna</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Facility Owner/Operator</td>
</tr>
<tr>
<td>Park</td>
<td>Steve</td>
<td>X</td>
<td>Blansit</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Matthew</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Law Enforcement</td>
</tr>
<tr>
<td>Powell</td>
<td>Brooke</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Robinson</td>
<td>Peter</td>
<td>McDonald</td>
<td>Nicole</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Emergency Management</td>
</tr>
<tr>
<td>Smith</td>
<td>Anthony</td>
<td>X</td>
<td>Coulter</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Ken</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Firefighting</td>
</tr>
<tr>
<td>Smith</td>
<td>Tony</td>
<td>Adams</td>
<td>Amy</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Facility Owner/Operator</td>
</tr>
<tr>
<td>Sumner</td>
<td>Mark</td>
<td>X</td>
<td>Whibbs</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Joey</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Local Environment</td>
</tr>
<tr>
<td>Verlaan</td>
<td>Tom</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>McDaniel</td>
<td>Randy</td>
<td>Brand</td>
<td>Hypatia</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Eglin AFB</td>
</tr>
<tr>
<td>Wall</td>
<td>Mary Beth</td>
<td>X</td>
<td>Granberg</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Kevin</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Interested Citizen</td>
</tr>
</tbody>
</table>
Visitors present:
- Logan Rodgers, FES Gulf Coast
- Lance Franck, NWS-Tallahassee
- Allison Blevins, FDOH Okaloosa
- Bruce Harber, GCSC Public Safety
- Frankie Lumm, Bay Co EM

Staff present: Garett Griffin & Debbie Thayer

1. Welcome and Introduction of Attendees

Chairman Delp called the meeting to order.

2. Approval of Nov 13, 2019 Meeting Minutes

Mr. Coulter motioned to approve the minutes; this motion was seconded by Mr. Imhof and 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 Vice Chair Coulter gave an overview of the three meetings. Notes from the January SERC meetings (included in the agenda package) can be found below:

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. HAZMAT Protocols- Ken Coulter reported that five protocols are being updated.
- Current Business
  - HAZMAT Team Assessment
    - Scott Chapell 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.
- Ken Coulter added that the Nova Plan would provide shipboard HAZMAT response. Some ships have been denied port of entry. They would have to rely on state resources in the event of a HAZMAT incident. They are working with USCG to develop the plan. They are waiting on funding/guidance from the state for this. This plan is at least one year away.

- DEM
  - Eric Sayler mentioned that LEPC members did not need to fill out Form 1.
  - Ric Delp reported that the Division of Ethics said that LEPC members do not have to fill out Financial Disclosure 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 1300 incident reports thus far, the largest incident being in Tampa where 50,000lbs of bio-waste was spilled. The incident alone cost over $100,000.
  - Mark Sumner, FDEP, will send the list of investigators to members.

- 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
    - March 11, 2020 @ 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.
- Sunshine Law
  - Same update as TTF. Anyone that has a conflict of interest is encouraged to reach out to the Board of Ethics regarding their situation.
- 2020 Yatabe Awards
Winners will be invited to the SERC meeting the next day. Chairman Delp explained how the ceremony would occur.

- 2020 Emergency Response Books
  - 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
  - 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. Exact parameters were to be developed by Kate and sent out for review/approval amongst the group. Chairman Delp clarified that this is not an award we would give out regularly, but rather one reserved for outstanding contribution.

- Upcoming Events:
  - Next meeting scheduled for April 16, 2020 in St. Augustine, FL.

SERC Meeting:

- Previous minutes were passed unanimously.
- LEPC new appointments and biennial appointments were approved.
- Dwayne Mundy Lifetime Achievement Award
  - This award was presented to Mr. Mundy’s family
  - 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 Ceremony
  - 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
  - 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.
- Time of SERC Meeting
  - Kevin brought up a request that the time of the SERC meetings should be moved from 9:00 am to 10:00 am at the next meeting.
- Upcoming Events:
  - Next Scheduled Meeting is January 22, 2020 in Daytona, FL
4. **LEPC Subcommittee Reports**

- **Nominations** — Nomination matters were addressed during the full LEPC meeting, in lieu of separate subcommittee meetings.

  **Membership Requests:**
  Captain Steve Park made a motion to accept the following membership applications:
  - Mr. Ken Coulter - Primary Membership
  - Mr. Logan Rodgers - Alternate for Mr. Rob Finley
  - Mr. Shayne Stewart - Primary Membership; Ms. Allison Blevins as his alternate
  - Ms. Beth Wall will be retiring. Kevin Granberg - move to Primary Membership; Steve White as his alternate.

  The motion was seconded by Mr. Shayne Stewart: **Motion-approved unanimously.**

  Membership requests will be forwarded to SERC for approval.

- **Vice Chairman Position:**
  Chairman Ric Delp advised that TJ Smith was stepping down as Vice Chair. Mr. Ken Coulter was appointed by Chairman Delp as Vice Chair. Mr. Coulter is a subject matter expert in HAZMAT response, has been Training Chair for the past four years. In addition, he already attends the Training Task Force Meetings and could easily step in for Chairman Delp at the SERC and LEPC Chair/Staff meetings, if needed.

- **Member Letters:**
  Chairmen Delp asked Mrs. Thayer to draft letters to LEPC members to reconfirm the member list due to a number of retirements, transfers and other changes.

- **Recurring Items for April LEPC Meetings:**
  Chairman Delp asked that the Thomas Yatabe Nomination be added as a recurring agenda item every April, and LEPC Officer elections in April every even year, corresponding with the 2-year term appointments.

- **Training** — Training Subcommittee matters were addressed during the full LEPC meeting, in lieu of separate subcommittee meetings.

  **Overview of Training:**
  Mr. Ken Coulter gave an overview of our current efforts within the region which included attendance at the 2020 HAZMAT Symposium, as well as training efforts conducted in the region. He reported that the Emerald Coast LEPC sent sixteen people to the HAZMAT Symposium. The Symposium has become the premier event for technicians and the training subcommittee would like to continue to sponsor attendance at this event. He added that nearly half of the attendees this year were sponsored by their
LEPCs. Mr. Coulter also reported on the ongoing HAZMAT Tech refreshers and the HAZMAT 160 class which will be starting in March.

Conflict of Interest Determinations:
FDEMs attorney advised that anyone who sits on the LEPC or any of the committees, and who receive any payment for providing training for the LEPCs, should contact the Office of Ethics to get a conflict of interest determination. EC LEPC Training Chair Ken Coulter reported that he contacted them. They told him he is riding a fine line, since he oversees the training budget and also teaches the training funded by the LEPC. The Ethics Office advised said that if the issue is raised, he will have to choose, training or the leadership role. To minimize the conflict of interest, Mr. Coulter stated that he will recuse himself from any vote affecting training that he would be paid to conduct. Mr. Coulter reported that he is anticipating a written reply from the Ethics Office, and will provide it to Chairman Delp, once received. He added that no one is getting rich from these courses, it basically just reimburses him for the time and materials.

Mr. Delp said that this is an issue statewide, as the subject matter experts are best suited to determine what training to undertake, and these are often the only ones qualified to teach these specialty courses.

a. Education and Public Awareness – Education and Public Awareness Subcommittee matters were addressed during the full LEPC meeting, in lieu of separate subcommittee meetings.

Mr. Griffin advised that Chairwoman Powell was absent due to a death in the family but had advised that Bay County was working with local daycares to update their emergency plans to include shelter in place.

5. New Business

a. New LEPC Coordinator- Chairman Delp and Garett Griffin introduced Debbie Thayer as the new LEPC Coordinator. Mr. Griffin is taking a different position within the company. Mrs. Thayer was previously the LEPC staff from 2003 to 2007.

b. LEPC’s 2020 Exercise- Mrs. Thayer reported that Pensacola International Airport/Emerald Coast LEPC’s Functional Exercise will be held on March 24th at 8am. Any LEPC member interested in playing or serving as evaluators, controllers or observers are asked to complete the Registration Form, which will be emailed out after the meeting.

c. LEPC Plan Review-It is time for the annual LEPC Plan Update. The plan will be emailed out to members, EM Directors, and interested parties for their input. All members are asked to provide comments by March 31st. Mrs. Thayer will schedule a Planning Subcommittee meeting to review the plan revisions, prior to the next LEPC meeting. The plan needs to be approved and sent to SERC for approval before June.
d. DRAFT Activation Fact Sheet for FL-HAZMAT Team 1B- Seth Imhof provided members with a draft Fact Sheet for review and comment.

6. Public Comments and Next Meeting

   a. Emerald Coast Planning Subcommittee- Plan Review/Update- April 2, Pensacola
   b. SERC: April 16-17, 2020 St Augustine, FL
   c. Emerald Coast LEPC Meeting: --April 22, Location TBD

7. Adjourn

   With no further business, Chairman Delp adjourned the meeting.

Motion – approved unanimously

Approved:

Richard Delp, Chairman or Ken Coulter, Vice-Chair

Date: __________________________
Thursday, April 2, 2020, 1:00 p.m.
Virtual Meeting: Go To Meeting Webinar/Phone Conference

<table>
<thead>
<tr>
<th>Primary Member</th>
<th>Present</th>
<th>Alternate</th>
<th>Occupational Category</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lynne Abel</td>
<td></td>
<td>Connie Welch</td>
<td>Emergency Management</td>
</tr>
<tr>
<td>Jeff Bingle</td>
<td>X</td>
<td>Kenneth C. Fehl</td>
<td>Facility Owner/Operators</td>
</tr>
<tr>
<td>Ken Coulter (Vic Chair)</td>
<td>n/a</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Richard Delp (Chair)</td>
<td>X</td>
<td>n/a</td>
<td>n/a</td>
</tr>
<tr>
<td>Larry Dilmore</td>
<td></td>
<td>John Sawyer</td>
<td>Facility Owner/Operator</td>
</tr>
<tr>
<td>Chris Eliadis</td>
<td></td>
<td>Donna Free</td>
<td>Emergency Management</td>
</tr>
<tr>
<td>John Dosh</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rob Finley</td>
<td></td>
<td>Logan Rodgers</td>
<td>Firefighting</td>
</tr>
<tr>
<td>Daniel Hahn</td>
<td></td>
<td>Brad Baker</td>
<td>Emergency Management</td>
</tr>
<tr>
<td>Steve Hamilton</td>
<td></td>
<td>Juan Jara</td>
<td></td>
</tr>
<tr>
<td>David Hart</td>
<td>X</td>
<td></td>
<td>n/a</td>
</tr>
<tr>
<td>Chris Holloman</td>
<td>n/a</td>
<td></td>
<td>Emergency Management</td>
</tr>
<tr>
<td>Tim Howard</td>
<td>n/a</td>
<td>n/a</td>
<td>n/a</td>
</tr>
<tr>
<td>Seth Imhof</td>
<td>n/a</td>
<td></td>
<td>n/a</td>
</tr>
<tr>
<td>Kasper Martin</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tom Lloyd</td>
<td>n/a</td>
<td></td>
<td>n/a</td>
</tr>
<tr>
<td>William Lord</td>
<td>X</td>
<td>Wally Ebbert</td>
<td>Firefighting</td>
</tr>
<tr>
<td>Wendy Mayo</td>
<td></td>
<td>Stephanie Worley</td>
<td>Emergency Management</td>
</tr>
<tr>
<td>Randy McDaniel</td>
<td></td>
<td>Hypatia Brand</td>
<td>Emergency Management</td>
</tr>
<tr>
<td>Katie Scott</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tracie Norwood</td>
<td></td>
<td>Donna Lassiter</td>
<td>Facility Owner/Operator</td>
</tr>
<tr>
<td>Steve Park</td>
<td></td>
<td>Jason King</td>
<td>Law Enforcement</td>
</tr>
<tr>
<td>Brooke Powell</td>
<td>n/a</td>
<td></td>
<td>n/a</td>
</tr>
<tr>
<td>Peter Robinson</td>
<td>X</td>
<td>Nicole McDonald</td>
<td>Emergency Management</td>
</tr>
<tr>
<td>Tony Smith</td>
<td></td>
<td>Amy R. Adams</td>
<td>Facility Owner/Operators</td>
</tr>
<tr>
<td>Lt. Anthony Smith</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Shayne Stewart</td>
<td>X</td>
<td>Allison Blevins</td>
<td>Health</td>
</tr>
<tr>
<td>Mark Sumner</td>
<td>X</td>
<td>Joey Whibbs</td>
<td>Local Environment</td>
</tr>
</tbody>
</table>
Roster Note: Mr. Hahn, Mr. Robinson, Chief Lord, and Ms. Mayo have retired or changed jobs; The roster will be updated pending LEPC & SERC approval of their replacements.

Visitors Present:
Brittany Ellers, ECRC

Staff present: Debbie Thayer

1. Welcome and Introduction of Attendees
   Mrs. Thayer conducted roll call and welcomed attendees.

2. Planning Subcommittee Chair Position
   LEPC Chairman Ric Delp will serve as Interim Chairman of the Planning Subcommittee, until an appointment can be made.

3. 2020 LEPC Plan Update:
   The 2019 LEPC Plan was emailed for review and comment prior to the meeting. Members reviewed the comments and suggested changes to the plan. (see Handout).

4. Discussion: Comments/Suggested Changes to the Plan:
   In addition to those in the handout, the following changes were also made:
   a. Add Radio/TV stations broadcasting in each county, not just with physical presence.
   b. Add verbiage that shelter in place orders would be issued in consultation with the Emergency Manager, HAZMAT Team Commander, and FDOH/County Health Dept Director.
   c. Verify Okaloosa County Limited Emergency Change
   d. Remove the reference to the Escambia County Administrator serving as the EM.
   e. Add references to FDOH role in securing Ambubuses, and in sample collection.

5. Subcommittee Approval of Draft Plan
   A motion was made by Mr. Tom Verlaan to approve the draft 2020 plan with all changes proposed and to forward it to the full LEPC at its April 22, 2020 Virtual Meeting. The motion was approved by Ms. Nicole McDonald. The motion carried.

6. Next Steps:
   The Subcommittee approved changes will be made to the plan and forwarded for approval by the Full LEPC at its next quarterly meeting, to be held virtually on April 22, 2020.

   Ms. Thayer will also research the community emergency coordinator section, and if needed, will submit an amendment to the LEPC to update that section.

7. Adjourn
The meeting adjourned at 2pm.

Approved:

Richard Delp, Chairman or Ken Coulter, Vice-Chair

Date: ____________________________
Enclosure A

NOTES FROM APRIL SERC MEETINGS

Due to COVID-19 response, the SERC meetings scheduled to be held on April 16-17, 2020 were postponed/cancelled.
Enclosure B

Revisions made for 2020 LEPC Plan Update

1. Updated Table of Contents
2. Address for Ocean-Wright Fire Control District changed to: 233 Racetrack Road NE Fort Walton Beach, FL 32547
3. Changed terms, West Florida LEPC to Emerald Coast LEPC
4. Changed Logo: West Florida LEPC Logo, Changed to Emerald Coast LEPC Logo
5. Changed use of West Florida, where refers to the region, to Northwest Florida.
6. Removed acronyms not in use
7. Added acronyms: ECRC, ECLEPC, HA
8. Removed definitions for terms not used in the plan
9. Added definition of Community Emergency Coordinator
10. Reworded Plan Purpose (used Sect 303 wording)
11. Updated Plan Recipients
12. Changed Population data to reflect 2019 Estimates
13. Added Avg temps for 2019 & 2020 (Feb)
14. Added Pipeline Maps
15. Added Rail Maps
16. Added Transportation Map
17. Added small airports and military airports
18. Removed the reference to the Escambia County Administrator serving as the EM Director
19. Added verbiage specifying that EM Directors in Florida also serve as the Community Emergency Coordinator.
20. Added references to FDOH role in securing Ambubuses, and in sample collection
21. Moved the statement that Okaloosa EM needs County Administrator approval to activate the EOC to Level 1 to Full Emergency condition
22. Updated some FD Phone numbers
23. Added additional Pensacola Fire Stations
24. Added Municipal Gas Providers
25. Changed CWP #s (the numbers previously listed were to EMAs): Okaloosa, Walton, Bay, Holmes, Washington
26. Reformatted Figure 4.2 (placed in Table)
27. Updated shelter in place section verbiage
28. Added verbiage that shelter in place orders would be issued in consultation with the Emergency Manager, HAZMAT Team Commander, and FDOH/County Health Dept Director.
29. Added E-Plan to Other Technical Support
30. Removed non-working numbers from Figure 7-1
31. Added paragraph re: Methods for determining affected areas/populations
32. Updated Hospital Bed Counts; Removed Navy Hospital from list
33. Added 2020 HAZMAT Training plan
34. Updated Exercise section for 2020 Exercise (Postponed)
35. Revised/Added Appendices, List of facilities, pipelines by county, availability of Tier II data
36. Added Promulgation Letter