I. Pledge of Allegiance

II. Roll Call and Verification of Quorum

III. Member Moment – Larry Jerome McIntyre

IV. Approval of Minutes

1. Approval of Minutes for July 15, 2016 SERC Meeting
   ACTION: Motion for SERC Approval
   EXHIBIT: Minutes of July 15, 2016 SERC meeting
   - Chair Jonathan Lord asked for review and approval of the July 15, 2016 SERC meeting, Minutes Motion for approval initiated and seconded – no discussion or changes, minutes unanimously approved.

V. New Business

1. Local Emergency Planning Committees (LEPCs) Appointments
   ACTION: Approval of the list of recommended members/alternates
   EXHIBIT: Memo # 14-16 (1 - 20)
   - Staff directed commissioners to Local Emergency Planning Committees (LEPCs) Appointments for members and alternatives, staff indicated that all recommendations met criteria and recommended approval, Motion for approval initiated and seconded – no discussion, appointments unanimously approved.

2. Approval of LEPC Emergency Response Plans for Hazardous Materials
   ACTION: Consideration for approval of the LEPC Plans
   EXHIBIT: Memo # 15-16 (21)
   - Staff directed commissioners to Memo 15-16, LEPC Emergency Response Plans for Hazardous Materials, staff indicated all plans were submitted timely and reviewed for content, all plans contained the minimum
requirements of the Emergency Planning and Community Right to Know Act (EPCRA) and recommended approval, Motion for approval initiated and seconded – no discussion, all response plans approved unanimously.

3. Thomas Yatabe-SERC Award Nominations and Certificates of Appreciation  
   **ACTION:** Discussion and consideration for the Thomas Yatabe – SERC Awards and Certificates of Appreciation  
   **EXHIBIT:** Memo #16-16 (22 – 26)  
   - Recommendations distributed to commissioners for review, staff noted recommendations had been reviewed and adhered to requirements and recommended approval, Motion made for approval and seconded – no discussion, all nominations were approved unanimously.

VI. Reports  
1. SERC Training Task Force (TTF) Report  
   **ACTION:** Oral report on issues of the SERC TTF  
   - Mr. Marshall discussed the upcoming Hazmat Symposium to be held the week of January 17th at the Plaza hotel, over 160 Hours of Hazmat Training will be available at the Plaza (classroom) and Volusia County Fire Training Center (hands-on).  
   - Plans continue moving forward and we will be independent of Fire Rescue East, yet continue to consider them a partner.  
   - Registration and hotel information should be posted around November 1st, 2016.  
   - The Field Operating Guide was discussed in St. Augustine for review and Approval is sought for the current version by the SERC. Motion initiated and seconded for approval – Commissioners voted unanimous approval to endorse the FOG as provided.

2. Hazard Analysis Working Group Report  
   **ACTION:** Report by Chair Dwayne Mundy  
   - Last conference call was on August 9th, 2016 issue discussed the annual notification going out. Site plans will be requested as part of the new Tier II submit, however, they will not be mandatory in the first reporting year.  
   - Hazards Analysis upload portal working on get it up to date,100 MB limit and exhibit 7 tab fixed.  
   - August 2nd CAMEO training in Sarasota went pretty good.  
   - Next conference call will be last of October to first of November, 2016.

3. Financial Status Report  
   **ACTION:** Report on revenues received and expenditures incurred for the fiscal year  
   **EXHIBIT:** Memo # 17-16 (28 – 31)  
   - Paul Wotherspoon presented report on financial status of the Trust Fund including revenue and expense information.
   ACTION: Report on recent hazardous materials incidents reported in the State of Florida
   EXHIBIT: Memo # 18-16 (32 - 42)

5. Update of Staff Activities and Reports by Section
   ACTION: Update on the reports received by section; including an update on staff presentations and information requests
   EXHIBIT: Memo # 19-16 (43 - 48)

6. Update on the LEPC Activities
   ACTION: An update of the meetings and activities conducted by each of the 10 LEPCs
   EXHIBIT: HazMatters (49 - 64)
   • Richard Delp provided an update on LEPC activities in addition to those contained in the Hazmatters.

VII. Other Business
1. EPCRA / TRANSCAER 30th Anniversary – Paul Wotherspoon
   • EPCRA 30th Anniversary was on October 18th.
   • TRANCAER provide free training to first responders and Mr. Wotherspoon is the TRANCAER Coordinator for The State of Florida along with CSX.

2. LNG Training Update – Paul Wotherspoon
   • LNG reviewed and looking for training in FL.
   • $20,000.00 grant received from TRANSCAER through the Federal Railroad Administration to provide advanced training in FL for LNG.
   • Operations level training will begin end of January 2017.

3. 2017 HazMat Symposium Update – Paul Wotherspoon
   • Brief synopsis provided to the commissioners.
   • Event will be held at the Plaza Resort Hotel in Daytona Beach.
   • Florida Fire Chiefs Association will remain a Symposium partner, but all activities will be conducted through HazMat Symposium, Inc.
   • Additional details available under TTF minutes report.

4. Thomas Yatabe Award Presentations-- Richard W. Delp
   • Mr. Delp talked about improving the ceremony and the award. Mr. Eric Anderson used his graphic artist and came up with a banner that has SERC logo and LEPC general Logo, will have PowerPoint photos for the individual recipients.
VIII. Comments
   • Field Operation Guide completed and approved.

IX. Next Scheduled Meeting
   • January 18, 2017 – Daytona Beach, FL
   • The Plaza Resort & Spa
     600 N. Atlantic Ave.
     Daytona Beach, FL 32118

X. Adjournment