I. Pledge of Allegiance
   - Chair Leo Lachat called the meeting to order with the Pledge of Allegiance

II. Roll Call and Verification of Quorum
   - Chair Leo Lachat asked for verification of a quorum. Ms. Anhar Al-Asadi acknowledged that a quorum was present

III. Member Moment – Kevin Peters

IV. Approval of Minutes
   1. Approval of Minutes for July 21, 2017 SERC Meeting
      - ACTION: Motion for SERC Approval
      - EXHIBIT: Minutes of July 21, 2017 SERC meeting
      - Chair Leo Lachat presented the first item on the agenda, the approval of minutes from the July 21, 2017 SERC meeting. Minutes Motion for approval initiated by Mr. Richard Delp and seconded by Mr. David Mica.

V. New Business
   1. Local Emergency Planning Committees (LEPCs) Appointments and Biennial Appointments
      - ACTION: Approval of the list of recommended members/alternates
      - EXHIBIT: Memo # 15 -17 (Pages 1-26)
      - Chair Leo Lachat requested 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 by Mr. Mark Tumlin and seconded by Mr. Taylor Abel.
2. Approval of LEPC Emergency Response Plans for Hazardous Materials
   ACTION: Consideration for approval of the LEPC Plans
   EXHIBIT: Memo # 16-17
   (Pages 27)
   o Chair Leo Lachat presented the third item on the agenda, the approval of LEPC Emergency Response Plans for Hazardous Materials. Minutes Motion for approval initiated by Mr. Richard Delp and seconded by Mr. Bobby Baily.

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 #17-17
   (Pages 28-31)
   o Chair Leo Lachat presented the Thomas Yatabe-SERC Award Nominations and Certificates of Appreciation, Motion for approval initiated by Mr. Kevin Peters and seconded by Mr. Richard Delp.

VI. Reports
1. SERC Training Task Force (TTF) Report
   ACTION: Oral report on issues of the SERC TTF
   o Chief Matt Marshall discussed the White Paper recommendation about the IAB Publication, the recommendation memo sent on September 25, 2017.
   o Chief Matt Marshall discussed the project boxes and mentioned the new SharePoint Portal link and updated one project about the ICS and modified it to complete. In addition the Hazmat Training Portal is now available on SharePoint for all users.
   o FLAR midyear meeting will be held on July and voted by the request of the State Fire Marshal to reopen the rule Hazmat and USAR training, the request been sent but not approved yet

2. Hazard Analysis Working Group Report
   ACTION: Report by Chair Dwayne Mundy
   o Last conference call was on Oct. 10 and there were 21 people who attended the conference call, talked about Ms. Donna Ray will be reviewing all HA’s.
   o Still trying to stream line the program for both prepare HA as well as the reviewer.
   o List of evacuation routes and transportation route as well as site visit can be attached to Cameo.
   o List of 302 facilities will be updated, no errors on E-Plan.
3. Financial Status Report
   ACTION: Report on revenues received and expenditures incurred for the fiscal year
   EXHIBIT: Memo # 18 -17
   (Pages 32-35)
   Mr. Dietrich directed members to look at Memo # 18-17 on page 32-35.
   ACTION: Report on recent hazardous materials incidents reported in the State of Florida
   EXHIBIT: Memo # 19 -17
   (Pages 36-45)
   Mr. Dietrich directed members to look at Memo # 19-17 on page 36-45.
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 # 20 -17
   (Pages 46-51)
   Mr. Dietrich directed members to look at Memo # 20-17 on page 46-51.
   Mr. Dietrich announced the staff increased by hiring two inspectors for the Risk Management Planning program (RMP).
6. Update on the LEPC Activities
   ACTION: An update of the meetings and activities conducted by each of the 10 LEPCs
   EXHIBIT: HazMatters
   (Pages 52-68)
   Mr. Richard Delp provided an update on LEPC activities in addition to those contained in the HazMatters.

VII. Other Business
1. 2018 HazMat Symposium Update—Jonathan Lamm
   HazMat Symposium Board of the Directors to hold a meeting right after the LEPC meeting. Classes will be posted on the website and registration is now open. Topics of discussion are:
   a) DEM providing transportation to Volusia Fire College.
b) CST team will send personnel to help with the hazmat competition.
   o The date of the Hazmat Symposium will be January 16 to the 19th of 2018.

2. Hurricane Irma — SERT Chief Leo Lachat
   o Chair Leo Lachat gave a statement that been given to the legislative regarding Hurricane Irma.

VIII. Comments

IX. Next Scheduled Meeting – January 17, 2018 – Daytona Beach, FL.

X. Adjournment