I. Pledge of Allegiance

II. Introductions

III. Approval of Minutes from July 12, 2018 Meeting

   • Meeting minutes for July 12, 2018 were approved: motion made by Mr. Bruce Porter and seconded by Mr. Scott Ehlers.

IV. Training Task Force Update

   • The finalized Medical Protocols been sent out on November 15, 2018. to the SERC board for their review and recommendations. The hazmat medical protocols uploaded to SERC SharePoint at: https://portal.floridadisaster.org/SERC/External/Meetings/2019-01/Florida%20Hazardous%20Materials%20Medical%20Protocol%20Final.pdf.

V. District Reports

   • All reports are included in the SERC package under HazMatters

VI. Other Business


       • Chair Zach Annett stated that The Hazards analyses working group is currently working on finalizing the HA guidance document. This guide will cover the basic how-to’s for performing in person site visits for the facilities. Within the guide it contains: A breakdown of the initial calls to facilities explaining the HA process, how to schedule the site visit, what materials are needed for the visit, what to look for when performing the
visit and how to upload the info into CAMEO. The guidance document will also contain information on how to perform the phone verifications for facilities that don’t require in person visits. The purpose of the guide is to create a standardized process for new hires and others new to the HA contract. This will hopefully lessen the learning curve present when first executing the HA contract. This guide will hopefully be included in the next HA contract as an appendix. Additionally, the HA working group is working to identify the best way to standardize site maps throughout all CAMEO data. Once a standardized map is decided on LEPC/County staff will update site maps and then import those into E-Plan for easy access by first responders. Also, once a standardized site map is identified, a guide for creating those maps will be created and input into the next HA contract.

2. 2018 Hazmat Team Assessment Process – Scott Chappell
   - Mr. Scott Chappell talked about the 2018 Hazmat Team Assessment process, he is in the process of compiling the Self-Assessment scoring tools as well as the Site Visit scoring tool from the LEPCs. The SERC Assessment Scoring Tool is to be used to capture the results of the self-assessments from all teams while the SERC Site Visit Scoring Tool is to be used to record the findings from follow up the site visits. His goal is to wrap up the 2018 assessment process, tweak the process as needed to make the 2019 assessments as user friendly as possible, and then to roll out the 2019 assessment sometime between our spring and summer meeting.

3. LEPC Contract — Robert Dietrich
   - Discussed the new LEPC contract and fixing some issues that were identified when switching from a Cost reimbursement to a Fixed fee contract. Went on to ask the LEPC staff to identify issues on the current contract so they can be discussed and corrected in next year.

4. 2019 Hazmat Symposium — Jonathan Lamm
   - Chief Jonathan Lamm stated that the 2019 Hazmat Symposium was going to be another huge success and this year increased by 26 percent compared with last year. Total attendees were 594 and by breaking down the number there were 82 instructors, 41 staff, 30 sponsors/40 vendors, and 441 students from FL, AL, AR, DE, GA, MD, MO, NC, ND, NY, SC, VA, VT, and Argentina. There were 57 training sessions over 3-1/2 days to include 190 hours of training and 82 instructors.
Chief Jonathan Lamm indicated that the PERI is a partnership with the pipeline industry which will be administered under the Hazmat Symposium and announced that the MOU been signed, more information to be disseminated at the next SERC meeting. He mentioned PERI sponsored training being integrated with this year’s symposium and looking forward to the partnership.

5. Thomas Yatabe Award Presentations – Richard Delp
   - Mr. Richard Delp announced that the Thomas Yatabe Award Ceremony will be tomorrow January 23, 2019 during the SERC meeting, he stated that the nominees will be receiving a plaque with a certificate of appreciation.

VII. Issues for State Emergency Response Commission (SERC)
   - Moving the Hazmat Medical Protocols to SERC board for recommendation and approval.

VIII. Next Scheduled Meeting April 18, 2019 – St. Augustine, FL.

IX. Adjournment