STATE EMERGENCY RESPONSE COMMISSION (SERC) FOR HAZARDOUS MATERIALS (Minutes)

Vista Del Mar Conference Center
600 North Atlantic Ave
Daytona Beach, FL 32118

January 22, 2020 – 10:30 AM

I. Pledge of Allegiance

- SERC Chair Kevin Guthrie called the meeting to order on Wednesday January 22, 2020, at 10:30 AM, and proceeded with the Pledge of Allegiance.

II. Introduction and Verification of Quorum

- Chair Kevin Guthrie asked for verification of a quorum. Ms. Anhar Al-Asadi acknowledged that a quorum was present.

- SERC Member Mr. Larry J. McIntyre with the Florida Department of Economic Opportunity (DEO) has announced his resignation at the SERC meeting on January 22, 2020.

III. Approval of Minutes

1. Approval of Minutes for October 19, 2019 SERC Meeting

   ACTION: Motion for SERC Approval
   EXHIBIT: Minutes of October 19, 2019 SERC meeting

   - Chair Kevin Guthrie solicited a motion to approve the Minutes from the October 19, 2019. A motion for approval been initiated by Mr. Mark Tumlin and a second by Mr. James Kuzma.

IV. New Business

1. Local Emergency Planning Committees (LEPCs) Appointments

   ACTION: Approval of the list of recommended members/alternates
   EXHIBIT: Memo # 01 – 20 (Pages 01-04)

   - Chair Kevin Guthrie indicated that the LEPC membership modifications being requested by the LEPCs are included in the SERC package. A motion for approval been initiated by Mr. Richard Delp and a second by Mr. James Kuzma.
2. The 2020 Thomas Yatabe SERC Award Ceremony — Richard Delp

- Chair Kevin Guthrie recognized that Thomas Yatabe Awards have been established to represent an individual's or company's/agency's "outstanding achievement, accomplishment or superior participation in hazardous materials planning or response" during the current year. One Award winner has been selected by each of the LEPCs for their respective Districts. The Thomas Yatabe Award winners received certificates and plaques.

- Presentation of the “Dwayne L. Mundy Hazardous Materials Preparedness & Response Lifetime Achievement Award.” This inaugural Award was posthumously presented to the family of Dwayne Mundy.

- Lifetime Achievement Award: the LEPC chairs and staff coordinators agreed to formally name the Lifetime Achievement Award to “Dwayne L. Mundy Hazardous Materials Preparedness & Response Lifetime Achievement Award. Ms. Kathryn Boer with the TC LEPC drafted the criteria of this award and it will be shared with the LEPCs and the SREC for recommendations prior the April SERC meeting. The criteria of the award are intended for the individuals that had a significant impact in our community and possess at least 10 years or more of accomplishment, long-term outstanding achievement and dedication of service in the field of hazardous materials program. Motion for approval initiated by Chief Mike Murphy and seconded by Ms. Courtney Barker.

3. ESF-10 GIS Portal and Survey123 Application — Nick Roff

- Mr. Nick Roff of the Florida Department of Environmental Protection characterized ESF-10 as the “Hazardous Assessment Response Teams” (HART) they are able to be deployed in the field either independently or with other groups (e.g. EPA). They possess both of identification and mitigation capabilities. The HARTs participated in Hurricanes Matthew (2016), Irma (2017) & Michael (2018).

- Mr. Robert Dietrich identified the program process and stated FDEP and FDEM have unique hazardous material databases, and that they will be working together to developing the Collector Application program that combines this information and displays in an easy to use format for Urban Search and Rescue, First Responders, and others that need this information during a contingency.

- Chief Mike Murphy proposed a motion to support and do more research about ESF-10 GIS Portal and this application as well as communication strategies for goals and to identify gaps of the system by the April SERC Meeting. The motion was seconded by Mr. Mark Tumlin. Motion approved unanimously.

V. Reports

1. SERC Training Task Force (TTF) Report

   ACTION: Oral report on issues of the SERC TTF

   - Mr. Robert Dietrich gave update on the following topics:
The NOVA Southeastern University Letter been signed and sent out on November 20th of 2019. The initiative is for the Nova Southeastern University to provide the training to enable select coastal, pre-authorized, hazmat teams to jointly respond to potential offshore hazardous materials incidents along with the U.S. Coast Guard. The determination will be announced in August 2020.

A discussion about Conflict of Interest and recommended that if the TTF and the LEPC members are in doubt about a potential conflict, they should seek an informal written opinion from the Commission on Ethics based upon unique facts and circumstances to ensure there is no conflict of interest.

The U.S. Department of Transportation is on track for publication of the 2020 Emergency Response Guidebooks (ERGs). Delivery is anticipated in the April-May 2020 timeframe to the State Logistics Response Center (SLRC) warehouse in Orlando. FDEM indicated that the LEPCs should, at minimum, receive similar quantities to those received in 2016 although the actual number of copies to be received is likely to increase in 2020.

Chair Kevin Guthrie indicated a desire to solicit presentations in association with future TTF quarterly meetings to address “big hazmat events experienced during the past quarter” in order to, among other things, determine whether hazmat training requirements need to be revised.

Chair Kevin Guthrie solicited a motion to approve the Standard Operating Guidelines & Procedures; a motion for approval initiated by Chief Murphy and seconded by Mr. Mark Tumlin.

2. Hazard Analysis Working Group Report

ACTION: Report by Robert Dietrich

- Mr. Robert Dietrich identified the current HAWG initiative remains to develop and standardize the Hazards Analysis (HA) to a more efficient process that ultimately benefits the first responder and emergency planners. An estimated 3,500 of the 12,000+ facilities in Florida are EHS facilities. Hazards Analyses are prepared for each of these facilities, including plume modeling.

3. Update on the LEPC Activities

ACTION: An update of the meetings and activities conducted by each of the 10 LEPCs by Richard Delp

EXHIBIT: HazMatters
(Pages 11-20)

- Mr. Richard Delp indicated that each of the LEPCs are required to prepare and submit Hazmatters reports for their respective Districts on a quarterly basis. These Reports are always included as part of the SERC materials under the Hazmatters. The Reports reflect the activities and initiatives undertaken by LEPC staff within their own Districts,
including identification of trainings, meetings held/attended and, if applicable, participation in or administration of hazardous materials exercises.

4. Financial Status Report
   ACTION: Report on revenues received and expenditures incurred for the fiscal year
   EXHIBIT: Memo # 02 – 20
   (Pages 21-24)
   - Mr. Robert Dietrich indicated that the SERC Agenda materials contained numerous tables and graphs depicting program revenues for the past three years and expenditures over the past two years.

   ACTION: Report on recent hazardous materials incidents reported in the State of Florida
   EXHIBIT: Memo # 03 – 20
   (Pages 25-29)
   - Mr. Robert Dietrich announced that detailed listings of Section 304 investigations, fixed facility and transportation-related hazardous materials incidents were prepared and included with the Agenda materials for the period of September 1 to November 30, 2019. These Reports are routinely shared with the LEPCs, EPA and the SERC.

6. 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 # 04 – 20
   (Pages 30-36)
   - Mr. Robert Dietrich announced that FDEM has recently hired Mr. Erek Culbreath as his Assistant Manager in Tech Haz unit to take over the contracts and the REP.
   - Chair Guthrie added that a new grants management system is being implemented and expected to be operational by April 2020. All recipients of future LEPC, HMEP and/or HA Contracts are expected to utilize this system/program.

VI. Other Business
1. The 2020 HazMat Symposium — Jonathan Lamm
   - Chief Jonathan Lamm stated that the 2020 Hazmat Symposium was another huge success. Tentative total attendees for this year were 627 registrants to include 86 instructors, 48 vendors and 42 Symposium Administrative Staff members. The event drew national and international attention. Attendees from Alaska, Arizona, British Columbia, California, Colorado, Georgia, Indiana, Manitoba, North Carolina, New York,
Pennsylvania, South Carolina, Vermont, Washington (state), and of course Florida. There were 68 classes over 72 sessions for a total of 236 hours of classroom and hands on training. Additionally, 14 hazmat teams competed in the annual HazMat Team Competition with Orange County Fire Rescue taking first place, Orlando Fire Department second place, and St. John’s County Fire third place.

- Chief Jonathan Lamm announced that the Symposium committee received 82 White papers from parties interested in providing instruction associated with this year's event.
- Chief Jonathan Lamm expressed his appreciation for FDEM staff, the ten LEPCs and the SERC for their support and dedicated commitment to the Hazmat Symposium program.

2. Hazmat Team Assessment, Deployments, Exercise and Training – Scott Chappell

- Mr. Scott Chappell stated that Mr. John Scott is doing a great job of facilitating the Hazmat Team Assessments associated with all Hazmat teams through Florida. The goal of the Assessment was to be completed in three years; however, Mr. John Scott has completed nearly two-thirds of all Assessments within one year. Additionally, each LEPC may be requested to facilitate completion of the Self Assessments by each of their hazmat teams next year but without the requirement for site visits.
- Mr. Scott Chappell stated that this year will be an epic year for tracking the Continuing Education Units (CEUs) that entered through the FCDICE system. FCDICE captures all of the trainings that happens like the symposium and it will be better tracking the CEUs in the entire state.

VII. Comments

- Chair Guthrie identified that changes to the SERC Bylaws are necessary for, at minimum, such things as membership guidelines. In addition, Chair Kevin Guthrie stated that FDEM Deputy Legal Counsel Mr. Erik Sayler and SERC assigned staff are working on updating the SERC EO to identify member responsibilities and duties. More discussion will be followed by the 2020 April SERC Meeting.
- FDEM staff solicited RFQs to update the Awareness and Operations Competency documents. The contract was awarded to Emergency Response Educators & Consultants (EREC). Florida hazardous materials first responders utilize this document to effectively gauge basic and advanced skills. The current Hazardous Material Awareness and Operations check-off sheet has been in use since 2009 and its due to be updated with current criteria and standards from the National Fire Protection Association and Occupational Safety and Health Administration.
- Mr. Lee Newsome gave an update and stated that the EREC working on updating the Awareness and Operations Level training for Hazards Materials, also developing the technician checkoff sheet and the following are the four tasks that been updated:
• Task 1: Awareness Level Haz-Mat Training Curriculum.
• Task 2: Operations Level Haz-Mat Training Curriculum.
• Task 3: Awareness Level Competency-based Checkoff Sheet with instructor sign-off.
• Task 4: Operations Level Competency-based Checkoff Sheet with instructor sign-off.

- Mr. Lee Newsome stated that Mr. Rick Stilp and himself will be attending the first consolidation meeting with the National Fire Protection Association (NFPA) Technical Committee on Hazardous Materials Response that will be held on January 26 to 29, 2020 in Orlando, FL. Which includes; 472 (2018), 473 (2018), 475 (2017), and 1072 (2017) under the new standards consolidation plan that been approved by the NFPA Standards Council for a new standard NFPA 470 Hazardous Materials for Responders. The NFPA 470 proposed new standard that will combine NFPA 472, 473, 475, and 1072 into a single document.

- Mr. Richard Delp proposed a motion to update the revision cycle of the Awareness and Operations level hazmat training to reflective the criteria within the current NFPA guidelines and OSHA standards. The motion was seconded by Mr. Alvin Henderson.

- Additionally, Mr. Richard Stilp will be taking the lead on this project and will solicit review and comments upon completion. The Documents will go through TTF twice and will be brought to the SERC for approval.

- Chief Mike Murphy proposed a motion that the SERC send appreciation letter to the Governor and Legislature to thank them for their continued support of the hazardous materials planning and response programs and to recognize that these programs need to be retained and funded appropriately. The motion was seconded by Mr. Mark Tumlin.

- Chair Kevin Guthrie solicited a motion in regards of the Dwayne L. Mundy Hazardous Materials Preparedness & Response Lifetime Achievement Award to be delegated to the LEPC committee; a motion for approval initiated by Ms. Courtney Barker and seconded by Mr. John Konke.

VIII. Next Scheduled Meeting – April 17, 2020 – St. Augustine, FL.
- DoubleTree by Hilton St. Augustine Historic District
  116 San Marco Blvd.
  St. Augustine, FL 32084

IX. Adjournment