

**SOUTHWEST FLORIDA  
LOCAL EMERGENCY PLANNING COMMITTEE**

**Meeting Minutes of December 6, 2018**

The Southwest Florida Local Emergency Planning Committee (LEPC) met at North Collier Fire Control & Rescue Station 45, 1885 Veterans Park Dr., Naples, FL 34109 . The following primary and alternate members were present during the proceedings which began at 9:31 a.m.

**LEPC Members Present**

Kristin Chardo, Interested Citizen  
Scott Davis, Fort Myers Fire Department  
John Findley, Sonic Automotive  
Bill Floyd, Lee County EM  
Patrick Fuller, Charlotte County EM (Alt)  
Todd Kerkering- City of Sarasota Police Department  
Matthew Marshall, Cape Coral Fire Department – LEPC Training Chair  
Julia McKeon, FDEP (Alt)  
Elizabeth McMasters, FGCU (Alt)  
Rick Pardo, Lee County Mosquito Control District  
Bruce Porter– LEPC Chair  
Kimberly Rider, Enterprise Group  
Ken Roguska, Charlotte County Sheriff's Office  
Dawn Thomas, Lee Health System  
Teresa Zilko, Lee County Utilities – LEPC Vice-Chair  
Rick Zvoloski, Collier County EM

**Others Present**

Jorge Aguilera, North Collier Fire  
C.J. Kammerer, Southwest Florida Regional Planning Council – LEPC Coordinator  
Brian Massey, Lee Health System  
Sean McCabe - Southwest Florida Regional Planning Council  
John Meyer- Tampa Bay LEPC  
Robert Smith, North Collier Fire  
David Snodgrass. Sarasota County Fire Department

**AGENDA ITEM #1  
Invocation**

There was no member who wished to give an invocation.

**AGENDA ITEM #2**  
**Call to Order & Introductions**

Chairman Porter called the meeting to order at 9:31 a.m. Each member was asked to introduce themselves.

**AGENDA ITEM #3**  
**Pledge of Allegiance**

Chairman Porter led the pledge of allegiance.

**AGENDA ITEM #4**  
**Minutes of the August 23, 2018 Meeting**

Chairman Porter entertained a motion to accept the draft LEPC meeting minutes of the August 23, 2018 meeting.

**A motion was made by Vice-Chair Zilko to approve the minutes of the August 23, 2018 LEPC meeting as presented and was seconded by Chief Marshall. The motion passed unanimously.**

**AGENDA ITEM #5**  
**LEPC Membership**

Mr. Kammerer explained that the quarterly State SERC meetings were cancelled due to Hurricane Michael. The membership changes approved last LEPC meeting will be resent to FDEM for approval. There were no additional changes recommended this quarter.

**AGENDA ITEM #6**  
**7<sup>th</sup> Annual HazMat Symposium**

Mr. Kammerer announced that the LEPC currently has 6 attendees registered for the 7<sup>th</sup> Annual HazMat Symposium. Chief Marshall explained that the LEPC approved \$20,000 of its HMEP funds on the Symposium. Registration is open, and Mr. Kammerer has sent the registration link out multiple times. Chief Marshall stressed that the attendees should not use the discount code. The LEPC has had problems with attendees registering and then not attending at the cost of the LEPC. Registrations should be sent to Mr. Kammerer so that he can take care of the hotel registrations. The LEPC is looking to send around 25 people.

**AGENDA ITEM #7**  
**HazMat Team Self-Assessment Site Visits**

Mr. Kammerer has received Charlotte County's HazMat Team Self-Assessment. Assessments are still needed from Sarasota County, Collier County, and Fort Myers. Chief Aguilera explained

that Collier's Assessment is complete, and they will send it to Mr. Kammerer.

**AGENDA ITEM #8**  
**LEPC Meeting Schedule & Locations for FY18-19**

Mr. Kammerer asked if there were any volunteers to host the May 23, 2019 meeting. Chief Marshall see if Cape Coral will have a room available for that meeting.

**AGENDA ITEM #9**  
**FY18-19 HMEP Planning Project**

The group was asked if there were any specific trainings that would be needs in the region. Chief Marshall went over the different kinds of exercises available through the HMEP program. The project must be multi-jurisdictional, transportation related, and involve an EHS chemical. The program could also help fund an upcoming, planned training.

Chief Marshall would like to involve the Sarasota area, given that the past few year's projects have been more centrally located. Chief Scott added that the tabletop training in Immokalee was a very helpful exercise. Mr. Meyer explained that the Tampa Bay LEPC held an exercise that involved hurricane response. Port Tampa Bay has expressed interest in being involved their next exercise. Chief Marshall asked Mr. Meyer if they would be interested in doing a joint project with Sarasota and Manatee Counties. Mr. Meyer will bring that back to his LEPC and look to involve Port Manatee.

**AGENDA ITEM #10**  
**SWFLEPC Contingency Funds & Shirt Logo Order Information**

Chairman Porter stated the item was for general information.

**AGENDA ITEM #11**  
**2018 LEPC HazMat Plan Update**

The 2018 Plan is on the SWFRPC's website, on the LEPC page. Mr. Kammerer is working on the updates for 2019 and plans to have a draft in the agenda packet for the next LEPC meeting.

**AGENDA ITEM #12**  
**Full-Scale HazMat Exercise After-Action Report**

This item was added for informational purposes. Mr. Tim Kitchen of APC gave a presentation on the draft report in the last meeting. Overall, the teams involved performed extremely well. The final report was included in the packet to ensure that the LEPC membership had a copy.

**AGENDA ITEM #13**  
**Southwest Florida LEPC Training Subcommittee Report**

Chief Marshall presented the Training Subcommittee Procedures document. Chief Davis volunteered to fill the vacancy on the Committee. Nothing else has changed from the previous year except for updating the LEPC Coordinator contact info. The document outlines the training that the Committee is looking for. The budgetary goal is \$20 per hour per student.

**A motion was made by Chief Davis to approve the Training Subcommittee Procedures document as presented and was seconded by Mr. Kerkering . The motion passed unanimously.**

**AGENDA ITEM #14**  
**Tier II Reporting and E-Plan Update**

Chief Marshall thanked everyone for attending the E-Plan Conference. Attendance was around 100 people across the nation. He would like to bring one of the presenters, Dr. Spiro, to the next LEPC meeting. There are no changes to the Tier II reporting requirements this year. A crosswalk has recently been released for the GHS.

Mr. Floyd asked if someone was doing Lee County's Hazardous Analysis contract since Tim Walker has left the SWFRPC. Mr. Kammerer confirmed that the SWFRPC is still responsible for the Lee and Collier County HA contract and has divided that responsibility among a few staff members.

**AGENDA ITEM #15**  
**Florida Division of Emergency Management (FDEM) Trainings and Events**

Chairman Porter presented the item; he explained that on the State's website <http://trac.floridadisaster.org/trac/trainingcalendar.aspx> there is the calendar of events and trainings that are available.

**AGENDA ITEM #16**  
**Hazardous Material Incidents in Southwest Florida**

Chairman Porter presented the item; he explained that on the State's website <https://apps.floridadisaster.org/swo/ArchiveNonAdmin.aspx> there is a running list of hazardous materials incidents by county.

**AGENDA ITEM #17**  
**Regional Disaster Recovery Coordinator Update**

Mr. McCabe gave an update on his work as the Southwest Florida Regional Planning Council's Disaster Recovery Coordinator. He is focusing on long-term recovery from Hurricane Irma. He is

hoping that the HUD CDBG-DR funds for home repair will be released soon. That program will be managed by Rebuild Florida. He has been meeting with various long-term disaster recovery groups around the region.

**AGENDA ITEM #18**  
**Multijurisdictional Recovery Management Coordinating Body**

Mr. McCabe explained that the region has several long-term recovery groups, Collier County alone has three separate groups. He asked if it would serve the region to have a regional coordinating body made of members from the various local groups.

**AGENDA ITEM #19**  
**Florida State Emergency Response Commission (SERC) Meeting Update**

The meeting was cancelled due to Hurricane Michael.

**AGENDA ITEM #20**  
**Florida SERC Training Task Force (TTF) Update**

The meeting was cancelled due to Hurricane Michael. Chief Marshall added that the next TTF meeting will include a vote on the new ToxMedic Protocols, which include new K9 protocols.

**AGENDA ITEM #21**  
**Members' Comments**

Chief Marshall gave a report on a HazMat incident that occurred during his Hurricane Michael deployment. The takeaway was the importance for industries to fully cooperate with first responders. Make time for first responders if they ask for information and provide site plans on your Tier II reports.

**AGENDA ITEM #22**  
**Public Comments**

There were no public comments.

**AGENDA ITEM #23**  
**Next Meeting**

The next meeting was scheduled for February 28, 2019 at 9:30 a.m. at Sarasota Memorial Health Care Center at North Port, Community Room, 2345 Bobcat Village Center Rd, North Port, FL 34288.

**AGENDA ITEM #24  
Adjournment**

There being no further business, the meeting was declared adjourned at 10:24 a.m. by Chairman Porter.

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**Chairman Bruce Porter**

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**Approval Date**

The meeting was duly advertised in the November 26, 2018 issue of the Florida Administrative Register, Volume 44, Number 228.

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