

**State Emergency Response Commission  
Training Task Force  
Department of Environmental Protection  
Carr Building, Room 170M  
3800 Commonwealth Boulevard  
Tallahassee, Florida 32399-0905  
July 10, 2008**

**Present:**

LEPC 1: Richard Delp  
LEPC 2: Richard Smith  
LEPC 3: Don Sessions  
LEPC 4: Jonathan Lamm  
LEPC 5: Jamie Arleo  
LEPC 6: Jennifer Hobbs for Jerry Smith  
LEPC 7: Chuck Carter for Tom Moran  
LEPC 8: Bill Lofgren for Scott Ehlers  
LEPC 9: Doug Wolfe  
LEPC 10: Absent  
LEPC 11: Manny Cela  
Mike Jacobs (Florida Department of Health)  
Mike Murphy (Florida Fire Chiefs' Association)  
Greg Lee (Florida Department of Environmental Protection)  
Frank DeFrancesco (Florida Association for Hazardous Materials Responders)  
Susan Schell (State Fire Marshal's Office)

**I. Call to Order**

Vice-Chair Mr. Doug Wolfe opened the meeting with the Pledge of Allegiance and a moment of reflection for those serving our Country abroad and within the Continental United States.

**II. Introductions**

All persons attending the meeting were introduced.

**III. Training Task Force Membership Policy Guidelines**

Mr. Tim Date noted that the Training Task Force (TTF) Membership Policy Guidelines are on hold pending resolution of the composition of TTF membership and the formal naming convention of the TTF. Mr. Date announced that formal creation of the TTF would be necessary prior to publishing the guidelines. He reported that a motion by the

State Emergency Response Commission (SERC) to create the TTF under the same executive order that created the SERC would require an amendment to the original executive order. Mr. Date reported that he addressed the issue with Division of Emergency Management (DEM) counsel who stated that under an executive order, the time frame for existence of the TTF would only be for a maximum of three years.

DEM Counsel suggested an alternate plan for the Division of Emergency Management, under a directive by Mr. Fugate, to create a “working group” under DEM to work with the SERC on training and hazmat issues.

It was further discussed between Mr. Wolfe, Mr. Date, and others regarding the membership composition under a “working group” as to whether it would be only the 11 LEPC district representatives or if it was to include the ad hoc membership of the Florida Fire Chiefs Association (FFCA), Florida Association of Hazardous Materials Responders (FLAHR), and others associated as contributors to the group. It was further suggested by Mr. Wolfe to continue work by conference call until all issues could be resolved regarding composition, naming and Sunshine Law.

A motion was made and seconded to recommend to SERC that this body be established as a working group under the direction of the Division of Emergency Management. The motion carried.

#### **IV. Conference Calls**

Mr. Wolfe reported that conference calls were held on April 18, 2008, May 9, 2008 and June 20, 2008. Main topics were to get the Type II and Type III Hazardous Materials Response Team assessment methodologies revised. Mr. Wolfe reported that after the May 9, 2008 call, opportunity for public comment was sent out by the LEPCs and he thanked those who participated in the comments. Those comments were consolidated into a list and presented at the June 20, 2008 conference call.

It was noted that a quorum was not present on the June 20, 2008 call and that a vote must be taken by the TTF to approve the methodologies. A motion to present the Type II and III Hazardous Materials Response Team Assessment Methodologies to the SERC for approval was made and seconded. Motion carried.

#### **V. Strategic Plan Action Items**

##### **LP/NG Credentialing**

Mr. Wolfe referred to the April 18, 2008 conference call regarding reaching out to strengthen discussion between liquefied propane and natural gas industries and local fire departments, especially those departments without hazmat teams.

Discussion included integrating Incident Command with industry reps and other agencies and included ensuring that the LP/NG industry response teams have the capabilities to do what their plans say they can do (i.e. PPE training, etc.)

### **Health/Hazmat Team Relationship Building**

Mr. Jacobs deferred to Ms. Jennifer Williams. Ms. Williams noted that the Florida Department of Health (DOH) has formed regional environmental health strike teams (150 personnel total) and is working to develop regional liaisons with both the Local Emergency Planning Committees and hazmat teams in an effort to foster a “reach-back” to the State Toxicologist and the county health departments. She also mentioned that DOH was sponsoring upcoming radiological awareness courses for hazmat teams and chemical response training for the DOH Environmental Health strike teams.

A discussion took place by Chief Mike Murphy and Mr. Jacobs regarding formalizing Memorandums Of Understanding (MOU) with DOH within the Response Plan of Florida Fire Chief’s Association in a similar manner as the Florida Department of Environmental Protection (DEP). Chief Murphy mentioned that the DEP MOUs were done under an agreement with Emergency Support Functions 4, 8, 9, and 10. Mr. Wolfe asked if this type relationship might foster some inter-team training so that a better understanding of capabilities could occur prior to an event. Both Mr. Jacobs and Chief Murphy said that it would.

Mr. Wolfe directed the TTF to review the draft proposals for the team building initiative and be ready to provide input by the next conference call and the October 2008 meeting.

### **Reporting Template for Responders**

Mr. Wolfe reported the Mr. Wouters is working on this project but Mr. Wouters said he would not be present for the meeting. Mr. Wolfe explained that the template was a model of who to call when a hazmat incident is reported. Full report and discussion was deferred until the October 2008 meeting.

### **Define ToxMedic**

Chief Murphy reported that this was initiative on the agenda for the last conference call but it was tabled so further work on the assessment initiatives could take place. Mr. Wolfe directed Chief Murphy and Mr. Jacobs to get the draft documentation to Mr. Date for distribution to the TTF for the next scheduled conference call.

### **Assessment Methodologies**

Mr. Wolfe reported that this was basically a completed project unless it gets kicked back at the July 11, 2008 SERC meeting.

### **Hazmat Training Guidelines**

Mr. Wolfe provided background on the project stating that the guidelines for Operational Level Training needed revision because of revisions to NFPA 472 (Standards for Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents). Mr. Wolfe stated that he was looking to the National Fire Academy (NFA) and National Emergency Training Center and that new Federal guidelines would be used to develop revisions to the state training guidelines.

Chief Murphy suggested asking the State Emergency Response Commission to send a letter to the NFA Director and that the TTF contact the NFA and the Emergency Management Institute (EMI) to entertain the idea of a representative from Florida assisting in the revision of the guidelines. Mr. Wolfe will contact EMI and NFA by phone to ask about the possibility of a Florida representative assisting in the revision of the guidelines. A motion was made to request the SERC send a letter to the EMI for Florida to assist in the revision of the training guidelines. The motion was seconded and passed.

Mr. Richard Smith prompted further discussion regarding the revisions to NFPA 472. Mr. Wolfe stated that the main part of the revision was in Operational Level Training. The new revision sets core competencies for all responders (Fire, Hazmat, Law Enforcement, and others) and mission specific competencies that can be added to each discipline (for example PPE, sampling, technical decontamination) allowing operational responders to operate under the Permissible Exposure Limit (PEL) which was not allowed under previous standards.

Mr. Smith suggested that the SERC be briefed on the information. Mr. Wolfe directed that a presentation be given to the SERC at the October 2008 meeting.

### **Hazmat Field Operations Guide**

Mr. Wolfe reported that he had a phone discussion with a representative from Quick Series Publishing in Fort Lauderdale who was interested in pursuing a contract to publish the Hazmat Field Operations Guide. Chief Murphy suggested that a company representative be invited to the October 2008 meeting to give a 15 minute presentation on his product.

### **Mass Casualty Decon Team Assessment**

Mr. Wolfe deferred the project until the October 2008 meeting.

## **GIS and Data Sharing**

Mr. Wolfe reported that the Florida Division of Emergency Management (DEM) was looking at a variety of systems to include E-Plan and other information sharing portals. Mr. Tim Date reported that no real progress was being made on this project and if E-Plan was the method that was going to be used, there was no reason to continue moving forward with other options.

Mr. Cela questioned about the original project intent being able to share mapping of facilities and list materials for that facility. Mr. Wolfe added that the idea was for responders going in would have map data of all Section 302 facilities in a particular area or county to include the location of hazardous materials within that facility so that appropriate strategies could be formed enroute to a call. Mr. Date noted that E-Plan would provide the necessary data but without a mapping feature.

Chief Murphy asked if Section 302 facilities were already mapped in DEM's Geographic Information System. Mr. Date responded that they were but without the specific hazardous materials listed. Chief Murphy asked about the possibility of regional response teams having the ability to query any county for Section 302 sites so that they could have the information via a secure link. Mr. Date responded that he thought this was possible.

There was further discussion regarding access to information in E-Plan concerning who could log in to obtain information about a facility including the chemicals at that facility. There was more general discussion regarding responders not being able to obtain information from law enforcement entities because of security issues.

Mr. Wolfe requested staff bring more information about data sharing to the October 2008 meeting.

## **Hospital Radio Communications**

Mr. Wolfe questioned Mr. Jacobs about whether there was a need to keep this project in a monitoring status. Mr. Jacobs indicated that the project was completed. The project was moved to completed status.

## **Non-Routine Hazards**

Ms. Susan Schell reported that there was nothing from the Fire College to report. Mr. Lofgren reported that the District 8 Local Emergency is sponsoring ethanol training in Pinellas County this month and in Pasco County in September 2008. Mr. Lofgren stated that additional training information was available on the Tampa Bay Regional Planning Council website. He also stated that CSX is including an ethanol scenario in their tabletop exercise.

There was further discussion on alternative fuels (i.e. biodiesel) regarding available training programs. It was stated that Mr. Gary Weiss would be at the SERC meeting and he may have more information regarding alternative fuels training.

### **Local Emergency Planning Committees Top Five Training Needs**

Mr. Wolfe noted that one of the needs identified was clandestine drug labs training and he suggested that members contact Saint Petersburg College in the criminal justice program. The other top training needs included air monitoring, toxicology, and Hazmat IQ.

## **VI. Updates from Agencies/Organizations**

### **Florida Association of Hazardous Materials Responders**

No representative was present to give an update.

### **State Working Group**

Chief Murphy reported that the State Working Group approved formation of the Multiagency Coordinating Group (MAC) and a procedure identifying the Regional Domestic Security Task Force (RDSTF) as the MAC. Chief Murphy expressed concern about most of the operational entities of the RDSTF being from the law enforcement community.

### **State Fire Marshal's Office**

Mr. Scott Chappell reported on Operational Readiness Evaluations for the Hazmat Teams. He said that the assessment tool that is being approved will be used for operational readiness self-evaluation and will be pushed out to all the Hazmat teams. He stated that the Urban Search and Rescue teams already have the assessment and all but two Florida teams have sent the assessments back to the State Fire Marshal's Office.

Mr. Wolfe questioned whether this was going to speed up the timeline for onsite assessments. Mr. Chappell stated that he did not believe it would and Ms. Schell concurred.

Ms. Schell further reported that additional instructors were being hired allowing the opportunity for additional classes and that State Homeland Security Grant Program grant information was not available at this time.

## **Department of Environmental Protection**

Mr. Greg Lee reported that he and Mr. Phil Wieczynski met with the Environmental Protection Agency (EPA) Superfund Director and the EPA Director of Emergency Response in a general informational meeting. They also met with Mr. Jacobs from DOH to discuss radiological response capabilities and with Mr. Fugate and Mr. Lechat as an outreach effort to foster support to EPA Region 4 states. Mr. Lee mentioned that indoor air issues were brought up as a topic of discussion during the meeting.

## **Florida Fire Chiefs' Association** (*Chief Mike Murphy*)

Chief Murphy had nothing to report

## **VII. Other Business**

- New Staff  
Mr. Tim Date introduced Ms. Laura Beagle as the new Deputy Chief for the Bureau of Preparedness and Mr. Gene Davis as a new member of the compliance staff.

## **VIII. Upcoming Calendar**

- The next conference call was scheduled for July 31, 2008 at 10:00 am to discuss ToxMedic and training guidelines.
- Florida Fire Chief's Conference set for July 24, 2008 in Jacksonville
- Next scheduled TTF meeting is October 2, 2008 at 9:30 AM

## **IX. Issues for State Emergency Response Commission (SERC)**

- Letter to EMI to participate in revision of the Training Guidelines
- Assessment tools
- Model Procedures Guide for Levels of Service
- Medical Surveillance Protocols
- Florida State Fire College Technician Refresher Check off

With there being no further business, the meeting was adjourned.