



**SOUTH FLORIDA LOCAL EMERGENCY PLANNING COMMITTEE  
DISTRICT 11**

**MEETING MINUTES**

**WEDNESDAY, AUGUST 26, 2009 @ 10:00 AM**

**South Florida Regional Planning Council  
3440 Hollywood Blvd, Suite 140  
Hollywood, FL 33021  
[www.sfrpc.com/lepc.htm](http://www.sfrpc.com/lepc.htm)**

**1. Welcome and Opening Remarks**

The meeting was called to order by Vice Chair Gary Koen at 10:05 am.

**2. Introductions**

In attendance were Planning Subcommittee Chair Eric Borbe, SERC SOT Representative Charlie Boyd, Bob Christensen, George Colson, Juan Farach, Mauricio Gomez, Miguel Hidalgo, Jaimie Johnson, Hugh Johnston, HazMat Plan Lead Paulette Kandel, Vice Chair Gary Koen, Nick Kontax, Training Subcommittee Chair Bob Marton, Yvette McLeod, David Ostrander, Maria Salgado, Richard Stover, Gregory Thompson, Irene Toner and SoFlaLEPC Coordinator Manny Cela. Also in attendance were Michael DiGiovanni, Raul Martinez, Ron King and guest.

**3. Previous Meeting Summary**

Minutes from the June 3, 2009 LEPC Meeting were moved by Gregory Thompson, seconded by Charlie Boyd and approved unanimously.

**4. Subcommittee Reports**

Training Subcommittee (Bob Marton, Chair)

Subcommittee Chair Bob Marton made the opening remarks and deferred to Manny Cela for the remainder of the report. Mr. Cela described the eight classes offered this fiscal year and the success in training over 210 students, the largest number over the last seven years. Mr. Cela went on to describe the process that will be used to select which courses will be offered next fiscal year. The Training Subcommittee will meet several times over the next three months to decide on a Training Package to be presented to the LEPC at its December 2, 2009 meeting for approval. It is likely the Subcommittee will meet in Hollywood, Miami and the Florida Keys, perhaps Marathon as was done last year.

Exercise Subcommittee (Manny Cela)

Mr. Cela indicated that the SoFlaLEPC is required to hold an exercise this fiscal year. No additional funding is available and the exercise must be planned and carried out with the same funding in place as last year when no exercise was required. Given these limitations, the likelihood is that the exercise will be in the form of a tabletop.



Paulette Kandel reminded the members that all exercises are now required to be organized under Homeland Security Exercise and Evaluation Program (HSEEP) rules. Miguel Hidalgo asked if the exercise was required to have a HazMat component, to which Mr. Cela answered in the affirmative. Ms. Kandel suggested that only two or three of the 37 Target Capabilities List choices in HSEEP be used in order to keep the exercise simple and easier to manage. A call by Vice Chair Gary Koen for a volunteer to serve as Exercise Subcommittee Chair did not elicit a response from the membership. Gregory Thompson, Charlie Boyd, Juan Farach and Paulette Kandel volunteered to serve on the Subcommittee. A decision on the Chair was deferred.

#### Planning Subcommittee (Eric Borbe, Chair)

Chair Eric Borbe began with a description of the process followed up to this point to carry out this year's Planning Grant Option, Quality Control of Submitted Tier II Forms. Mr. Borbe described meetings with staff and several discussions how best to proceed. Mr. Borbe indicated that most of the preliminary work was already done but some of the more technical items on the forms required verification by more experienced personnel. Mr. Borbe requested assistance from the membership to carry out these steps.

A long discussion ensued with many members offering suggestions. Nick Kontax indicated that much of the Tier II information is now available electronically. Charlie Boyd agreed, describing E-Plan's capabilities and future path. Manny Cela asked those interested and able to assist to remain after this meeting for a Planning Subcommittee Meeting at which time work specifics would be discussed.

Vice Chair Gary Koen asked for a motion to confirm the work plans and direct staff to submit the finished project to the State upon completion prior to the end of the fiscal year (September 30, 2009). The motion was made by Gregory Thompson, seconded by Jeffry Peleg and passed unanimously.

#### Membership Changes (Manny Cela)

The following membership changes were moved by Paulette Kandel, seconded by Charlie Boyd and passed unanimously:

- Chuck Lanza, Director, Broward County Emergency Management Division as Primary in the Emergency Management Category
- Miguel Hidalgo, Emergency Management Coordinator, City of Miramar Fire Rescue as Alternate for Shawn Powell in the EM Category

#### 5. **HazMat Emergency Response Plan (Paulette Kandel)**

No action was required on this item but Charlie Boyd indicated that, although he had helped update the Plan, Paulette Kandel had done most of the work.

#### 6. **SoFlaLEPC Coordinator Report (Manny Cela)**

Manny Cela provided an update on the July SERC meetings in Tallahassee, including a brief on the new membership categories. Charlie Boyd added his perspective of the SERC Subcommittee on Training Meeting.



An email vote was conducted earlier to select nominees for the SERC Thomas Yatabe and Certificates of Appreciation. The nominees were Charlie Boyd for the Yatabe Award and Irene Toner and Alain Donderiz for Certificates. The members reaffirmed the nominations unanimously.

**7. Presentation and Members Comments**

George Colson made a very interesting and informative presentation on his responsibilities as Regional Emergency Response Advisor for the Department of Health and the Southeast Regional Domestic Security Task Force.

Several comments were made in response to the presentation, most dealing with the H1N1 flu epidemic and potential ramifications for the District.

**8. Upcoming Meetings**

Vice Chair Gary Koen reminded the members that the next meeting will be on December 2, 2009.

**9. Adjourn**

A motion to adjourn at 11:15 am was made by Jeffrey Peleg, seconded by Eric Borbe and agreed to unanimously.