



SOUTH FLORIDA LOCAL EMERGENCY PLANNING COMMITTEE

DRAFT MEETING MINUTES

WEDNESDAY, May 21, 2025 @ 10:00 AM

South Florida Regional Planning Council (SFRPC)
One Oakwood Blvd, Suite 250, Hollywood, FL 33020
www.soflalepc.org

This meeting was conducted in-person and virtually via Zoom.

1. Welcome and Pledge of Allegiance

The LEPC Chair, James Russo, opened the meeting and welcomed the members at 10:01 AM. The SFRPC Executive Director, Isabel Cosio Carballo, also welcomed the members and reminded attendees to fill in the sign-in sheets. Chair Russo led the Pledge of Allegiance, followed by a moment of silence to honor the brothers and sisters who are no longer with us.

2. In Memoriam (LEPC Chair Russo)

Chair Russo led a moment of remembrance to honor the life of the late Captain William “Bill” Gustin and his contributions to fire service, emergency management, and public safety.

3. Meeting Instructions

4. Roll Call (SFRPC Executive Director Isabel Cosio Carballo)

MEMBERS PRESENT:

Aimee Hernandez, Broward County EM (virtual)
Brian Brown, Hollywood Fire Rescue & Beach Safety
Zully Hemeyer (Alt.), Monroe County Fire Rescue (virtual)
Dan Scarborough, Miami-Dade County DERM (virtual)
Deran Ramkissoon, Gordon Food Services
Eduardo Koenig, Broward County Resilient Environment Department (virtual)
Ali Younes (Alt.), Broward County Resilient Environment Department (virtual)
Francisco Jaconetta, FDOT District 6
Crystal Schaefer, FDOT District 6
Gabriel Zahora, Fort Lauderdale Fire Rescue
James Russo, LEPC Chair, Interested Citizen
Victor Roman (Alt.), Brenntag Mid-South



Sigifredo Vasquez (Alt.), FDEP

Julio Tejeda, SFWMD

Keila Puello, Miami-Dade County WASD (virtual)

Keith Westin, Miami-Dade County Office of Safety (virtual)

Marie Sullin, Aon Risk Services, Inc. (virtual)

Peter Hamlin, FDOT District 4 (virtual)

Yvette McLeod, Broward County Public Schools (virtual)

Stephanie Alami (Alt.), Broward County Public Schools (virtual)

Pete Schecter, John Deere International

STAKEHOLDERS PRESENT: Claudia Baker (FDEM – Region 10), Shannon Maharajh (Boeing/HMERP Technical Writer), Laura Wyness (US Coast Guard – Sector Miami), Steven Herschenhorn (Broward County EM), Gabriel Escobar (FDOT D6), Sergio Lambo (Hialeah Fire Department), Luis Tonnes (Gordon Food Services).

5. Approval of minutes from the February 19th, 2025, SoFlaLEPC Meeting

Motion to Approve Meeting Minutes for the February 19th, 2025 meeting. Motion to Approve Minutes (Francisco Jaconetta), seconded (Vice Chair Brian Brown).

6. Filling Vacancies and Enhancing Participation

- **Membership Changes (Chair Russo)**

Orianna Gonzalez (Member), Jon Hines (Alternate), Cliff Berry, Inc.; Josh Green (Member), Chief Tara Wagner (Alternate), City of Miramar, Emergency Management; Aimee Hernandez (Member), Clay Pacheco (Alternate), Broward County, Emergency Management; Jesus Olivo (Member), Victor Roman (Alternate), Brenntag, Facility Owners & Operators; Keila Puello (Member), No Alt, Miami-Dade Water and Sewer Department; Dan Scarborough (Member), Mirtha (Miky) Gonzalez (Alternate), Miami-Dade County, Emergency Management

- **Innovative Ideas for the Upcoming Year**

Chair Russo encouraged LEPC members to reflect upon and share their ideas and suggestions for future activities and projects of interest for the LEPC body.

7. Presentation by Shannon Maharajh (Boeing) on the May 2025 Hazardous Material Emergency Response Plan (HMERP) Update.

Shannon Maharajh, Boeing Aerospace Defense Technical Publication Specialist and Georgetown University master's student in Emergency and Disaster Management presented the HMERP draft update as a technical writer. Shannon stated that the main continuing theme of her ongoing HMERP work is transforming written paragraphs into visual guides. She expressed the importance of facility



owners and first responders to locate necessary plan information in a timely manner to improve usability.

Presentation by Dr. Jennifer Jurado (Broward County Resilient Environment) on “Resilience Readiness – Preparing for Extreme Heat and Flood”.

Broward County Resilient Environment Department Director and Chief Resilience Officer, Dr. Jennifer Jurado, presented an overview of climate trends in Broward County, its planning efforts, and the actions it will take to better support climate resilience and community readiness, including the preparation and participation of its organizations, teams, and emergency response personnel.

8. Chair’s Report (Chair Russo)

Training Task Force: The South Florida LEPC previously participated in the live burning of an electric vehicle battery, as part of a partnership project between the Training Task Force, Florida State Fire Marshall’s Office, University of Miami, and regional stakeholders. The data collected included firefighter biometrics, atmospheric measures, and bunker gear contamination. An emerging discussion issue related to lithium-ion batteries concerns end-of-life steps, and as a result, the Lithium-Ion Disposal Work Group has been created. Annually, the HazMat teams that are deployed during disasters, as well as local municipal teams, are assessed for their training, staffing, and equipment needs. All HazMat teams will be assessed in the near future, and more information will be provided on the private vendor RFPs at the following LEPC meeting. The Offshore Hazmat program is no longer a pilot, but has become a class that will be available to HazMat agencies around the State. The main concept behind the program is to conduct a recon, incident profile, and rescue effort, where possible, by the group in the event that an incident occurs offshore and the Coast Guard has a certain amount of time before its equipped technicians are able to reach the scene.

Regarding SERC, the Thomas Yatabe Award was awarded to Shannon Maharajh on behalf of Region 10. The Dwayne Mundy Lifetime Achievement Award was issued in honor of Chief Michael Murphy.

9. Planning & Training Working Group Report (LEPC Vice Chair, Chief Brian Brown)

Planning: Planning is ongoing for the FRA grant-funded FSE for an ethanol-rail incident at Port Everglades, led by Chief Henbest from BSO Fire Rescue Station 6. The exercise is limited to the Broward Regional Special Operations Team and will take place in the Fiscal Year 2025-2026. The efforts will be documented and brought to the LEPC for review after completion.

Training: PEAC WMD Training is now available for Region 10 regional special operations teams. The entire Region is using the resources, and additional training will follow. The PEAC software was created and incorporates numerous programs to help the user identify chemicals, plot and plume model them, select appropriate PPE that is added to the current information, ensuring compatibility. The Cliff Berry Fuel Tank Truck Incident Response Training was held February 4-6, 2025, at the Broward Fire Academy.



The main objectives of the Cliff Berry Training included grounding, bonding, and transferring products, as well as conducting hot tapping techniques, and public/private information sharing.

Exercise: The Hazardous Materials Emergency Response Plan (HMERP) was accepted into the FEMA National Exercise Program, and a test of the document is being coordinated in a full-scale tabletop exercise at the Hollywood EOC on November 5th, 2025. An initial planning meeting was held at the Hollywood EOC on January 28, 2025, and discussions included objectives and injects and how they would be laid out in a tabletop exercise. An anhydrous ammonia drill in partnership with Airgas, Publix Cold Storage Facility, and Transportation Community Awareness Emergency Response (TRANSCAER), took place on March 25-27, 2025. Over 15 agencies and stakeholders (including all four HazMat teams) were involved in the three-day drill. The scenario was set up to be a rescue plan and chemical incident that involved a shipment of ammonia restock received on an 18-wheeler truck, while the truck driver went down. The main takeaways from the exercise included upgrading communications in the pre-planning stage between public/private relationships. The after-action report will be available for LEPC review upon availability.

10. SoFlaLEPC Coordinator Report (Director Cosio Carballo)

The State Emergency Response Commission (SERC), Training Task Force (TTF), and LEPC meetings were attended by the South Florida LEPC on April 17-18 in St. Augustine.

11. Member Comments

Steven Herschenhorn (Broward County EM) inquired about LEPC membership category fulfillment. Chair Russo shared that the LEPC continuously encourages increased participation from Facility Owners and Operators, as well as Broadcast and Media representatives.

Dan Scarborough (Miami-Dade FR) shared information about the Miami-Dade County Department of Emergency Management working with DHS Countering Weapons of Mass Destruction's Chemical Support Branch to host a regional two-day ChemPrep workshop on October 15th and 16th. Additional information will be provided as the planning process continues.

Laura Wyness (US Coast Guard – Miami) shared that the Homeport Portal platform was removed, and alternate approaches will be used to perform the notifications of port condition changes. Laura also shared that the Coast Guard is looking for a new Continuity of Operations (COOP) facility location in the South (Broward, Miami, Monroe County) area for post-incident use. She shared that the space should be able to hold 20-30 people for up to two weeks, and the Coast Guard has previously partnered with state and community colleges to acquire such spaces.

Crystal Schaefer (FDOT D6) shared that the FDEM Region 10 meeting will be held on June 6th, 2025, at the FDOT District Six auditorium. Claudia Baker (FDEM) added to Crystal's comment, emphasizing that the LEPC leadership and staff are always encouraged to attend the regional meetings. Claudia also



mentioned that there is a higher education emergency management regional group that could be further incorporated into future LEPC meetings. Lastly, Claudia mentioned that the FDEM Conference will be held June 9th- 13th, 2025, in Orlando, Florida, and include a virtual component.

12. Public Comments

There were no comments from the public.

13. Resources & Information Exchange

Referred members to the Agenda Package to access documents and hyperlinks to materials discussed and more.

14. Upcoming Meetings

The next in-person/hybrid SoFlaLEPC Meeting is tentatively scheduled for August 20th, 2025.

- Upcoming SERC meetings will be held in Cocoa Beach, Florida, July 17-18th, 2025
 - i. Training Task Force – July 17th, 2025 @ 09:30
 - ii. Local Emergency Planning Commission – July 17th, 2025 @ 13:30
 - iii. State Emergency Response Commission – July 18th, 2025 @ 09:30

15. Adjourn

Meeting Adjourned at 11:55 AM.