



Meeting Agenda

February 8, 2018

11:00 AM

La Porte ISD Support Services Building, located at 2015 Sens Road, La Porte, TX

Call to Order

Pledge of Allegiance

Introductions

Approval of Minutes from Prior Month

Committee Reports

- Emergency Communications: Kristin Gauthier
 - A. Incidents
 - B. Reverse Drills
 - C. E-Notify Updates: Dan Heiken
- Emergency Response and Resources: Richard Bass
- Hazardous Materials Facilities Liaison: Burch Estes
- Planning: Lance Hardcastle
- Public Education & Information: Dena Mahan
- Membership Committee: Clayton Hackett
- Treasurer's Report: Kristin Gauthier
- Golf Tournament: Robert Eldridge

Old Business

- 2018 Meeting Presenter Schedule: Ray Cook
- Membership Dues and Contact Information Update Forms: Kristin Gauthier
- Tier II Reports: Dena Mahan

New Business

- Recognition of Bill Bower for his service to the LEPC: Jeff Suggs

Presentations

- Presentation by Ray Cook, Dow

Good of the Order

- PIO/JIC Training Rescheduled: Kristin Gauthier

Adjournment



Meeting Minutes

January 11, 2018

Call To Order

Jeff Suggs called to order the regular meeting of the LEPC on **January 11, 2018** at 11:06 a.m. at 2015 Sens Road, La Porte, Texas.

Introductions

Introductions were made around the room. Members are reminded to sign in at the front lobby, and at the back of the room.

Approval of Minutes from Last Meeting

A motion by Richard Bass, Kuraray EVAL, was made to accept the **October 12, 2017** meeting minutes. Burch Estes, Eurecat, seconded the motion. A vote was taken; Motion carried.

Reports

a. Emergency Communications – Kristin Gauthier:

1. Incidents –

- a) October 24, 2017 – Dow Bayport: Level 3; nuisance odor that affected Kuraray POVAL. Ray was notified of the issue by Kuraray. The leak had stopped by the time they put in their initial notification. They have changed their processes as a result of that incident.
- b) December 10, 2017 – AkzoNobel Battleground: Level 2; smoke visible from the roadway. As a result of the incident, the facility discussed the need to provide more details about the incident in the comments section.
- c) December 16, 2017 – Altivia: Level 2; release of chloroacetyl chloride. The City immediately received a call from the plant manager about the incident, and continued to receive updates by phone until they issued an All Clear. Good communication.
- d) November 21, 2017 – LyondellBasell Bayport: Level 1; Bay Area Blvd had to be closed down. Kristin discussed that, if a road is closed down as a result of the incident, it should be reported as a Level 3. We did not receive a lot of information about this incident in the E-Notify and it was never upgraded to a Level 3. We reached out to the HSE Manager for an explanation, but have not received a response. We will be reaching out to their Plant Manager in the near future.
- e) November 22, 2017 – Invista: Level 1; Kristin discussed the need to include more details in the E-Notify reports, including information on any incident-related injuries. She discussed challenges with misinformation being reported by residents on social media, and the confusion it can cause about what actually took place. If the City has the correct information, they can better address any rumors or misinformation being shared.
- f) January 8, 2018 – Eurecat: Level 1; Lesson learned: Make sure your 911 calls are being routed to the correct location. Shaye spoke about the 911 system. Even if the call is taken by another jurisdiction, La Porte Dispatch will see it as soon as it is dropped for La Porte. If you are requesting EMS at your facility, make sure Dispatch has as much information as possible, especially whether or not the incident is chemical-related. Make sure you continue to provide information to the person calling 911, so they can provide that to Dispatch.
- g) December 20, 2017 – Harcros Chemicals: trailer rollover on Wharton Weems Blvd, west of 146; No injuries, but roadway was closed down in one direction for cleanup of the material that spilled; Donald Ladd urged facilities to make sure they have a company in place to clean up a spill, and ensure that information is readily available to Fire when they respond. In this case, the company did have a cleanup group in place, but they were going to take a couple of hours to respond. Someone in the area had a contact for another company that could be there within an hour, so they awarded the job to that company. Kristin gave kudos to the City departments that helped with this response. The road reopened the following morning around 4:15am.

- h) David Wade and Kristin reminded members to please ensure you are including as much information in E-Notify as possible, instead of vague or generic information. They reminded members that the CAER Online messages are public, but the E-Notify messages are not. They are for the LEPC, your neighboring facilities, and first responders to better understand what is taking place at your facility.

Reverse Drills:

- a) **11/15/17 – Ampac Fine Chemicals:** No answer on the 24-hour number; No response.
- b) **11/23/17 – Baker Petrolite:** Representative from the facility advised that he didn't know anything about the drill.
- c) **11/29/17 – Intergulf:** Number Dispatch called initially was the main corporate number. Dispatch called the facility around 10:00am. They sent the initial notification at 10:08am, then issued an All Clear at 10:10am.
- d) **12/7/17 – Metton America:** No answer on the 24-hour number.
- e) **12/15/17 – INEOS:** Dispatch called the facility around 2:00am. They sent the initial notification at 2:03am, then issued an All Clear at 2:05am.
- f) **12/18/17 – Athlon Solutions:** No operator available; Dispatch left a message.
- g) **12/26/17 – Air Liquide Bayport:** No response.
- h) **1/2/18 – Southern Ionics:** Dispatch called the facility at 10:00am. They sent the initial notification at 10:06am, then issued an All Clear at 10:13am.

Kristin reminded everyone to make sure we have the correct 24-hour number, and ensure that an All Clear is sent for any drills.

2. **E-Notify Update – Dan Heiken:** Dan announced that they have identified a couple of issues with the new system. For those that use Internet Explorer, there is an issue with the time entry field. We are looking at solutions to ensure the correct time is included with the report. Also, some facilities are leaving incidents open without issuing an All Clear. You will receive an email for any incident that is open and over 24 hours old, then another email every day for 7 days letting you know the incident is still open. Please provide any feedback or suggestions on the new system to Dan or Kristin, so it can be discussed in the Emerge Steering Committee.
3. **CAER Online Update – Jeff Suggs:** Jeff introduced the postcard and magnet for CAER Online, and let the members know we will have more available in the next month. He believes the process is working well, but we will continue to address any issues as they come up. Please don't post messages when you have selected "Other" for incident type, and "Nothing" for what is visible to the community. The CAER system is intended for situations that are noticeable to the community.

- b. **Emergency Response & Resources – Richard Bass:** In 2018, the Committee is going to focus on assisting La Porte High School in assessing their shelter in place plans. Richard would appreciate volunteers to assist with that project. He will coordinate with Kimberly on future meetings with La Porte ISD.
- c. **Hazardous Materials Facility Liaison – Burch Estes:** No report.
- d. **Planning – Lance Hardcastle:** The Planning Committee is currently working with the Texas A&M Transportation Institute concerning the LEPC Fixed Facility Study. The study will allow the LEPC to understand potential emergencies from the industrial facilities, what actions are required to protect the community, and assist in developing response guidelines for the emergency responders. The Committee continues work on utilizing the Transportation Study to provide recommendation to better protect our community.
- e. **Public Education & Information – Dena Mahan:** Kristin announced that the LEPC will have a booth at Mardi Gras on Main on Saturday, February 17th. Dena put together a sign-up sheet for volunteers that is being passed around the room. She would like at least 2 volunteers per shift, so please help her out. We have decide to have an LEPC booth at the three major events sponsored by the City each year: Mardi Gras on Main, The Search for Lafitte's Gold, and Christmas on Main. These events draw large crowds and give the LEPC a good opportunity to distribute preparedness materials to the community.
- f. **Membership Committee – Bill Bower:** Bill Bower has accepted a position with another company, so he will no longer be involved with the LEPC. Clayton Hackett has volunteered to serve as Chairperson of this committee, so Ray appointed him as Chairperson. Clayton is looking for members to join this committee.

Bill has served this LEPC since 1991, and is our longest serving member. Kristin and Ray encouraged members to show up in February to show their appreciation for Bill and his service.

- g. **Treasurer's Report:** In December, we took in receipts in the amount of \$3,074.72. Total disbursements equaled \$10,739.87. The total available funds as of December 31, 2017 were \$103,170.48. If you have any questions regarding the report, please contact Shelly at laportelepc@gmail.com. Kristin explained that the balance is so high because three large checks did not clear the bank by the end of December. The actual balance as of this meeting is right around \$58,000.00. Under New Business, we will be voting to encumber close to \$30,000 in funds that was approved for projects in 2017, and needs to be carried over to 2018.

- h. 30th Anniversary – Jeff Suggs:** Jeff said the 30th Anniversary went very well, and appreciates everyone that organized and attended the event. It was a good opportunity to highlight the accomplishments of the LEPC.
- i. Golf Tournament – Robert Eldridge:** Robert announced that the annual LEPC Golf Tournament will take place on Wednesday, April 4th. We will have the sponsorship flyer and registration form available next month. Robert encouraged everyone to sign up, and asked for door prizes and goodie bag items to support the event.

Old Business

- a) Christmas on Main:** The event was canceled due to weather, but we will participate again in 2018.

New Business

- a) Vote on LEPC Treasurer Position:** Kristin made a motion to approve Burch Estes with Eurecat as the new LEPC Treasurer. Clayton Hackett, Southern Ionics, seconded the motion. A vote was taken, and the motion was approved.
- b) Motion to encumber \$18,000.00 from the 2017 LEPC budget for TCEQ Grant funding into the 2018 budget:** Kristin discussed how the LEPC received an extension on the TCEQ grant for the fixed facility RMP project, so there will be an \$18,000.00 expense for this project in 2018 that was previously budgeted for 2017. Richard Bass made a motion to encumber the \$18,000.00 into the 2018 budget. The motion was seconded. Kristin said the project should be complete by May. A vote was taken, and the motion was approved.
- c) Motion to encumber \$11,866.06 from the 2017 LEPC budget into the 2018 budget for projects to be identified:** Kristin discussed how there was \$11,866.06 budgeted in 2017 that was not expended on planned projects. These funds need to be encumbered into the 2018 budget for projects yet to be identified. Burch Estes made a motion to encumber the \$11,866.06 into the 2018 budget. Kristin seconded the motion. A vote was taken, and the motion was approved.
- d) 2018 Meeting Presenters:** A sign-up sheet was made available to the membership seeking volunteers to provide an overview of their organization or business in future membership meetings.
- e) Membership Dues and Contact Information Update:** Contribution worksheets were made available in the back of the room. Contributions are due by the March membership meeting. Kristin will email everyone the link for the online membership contact update form. Please complete this form as soon as possible.
- f) Presentations:** A presentation was made by Chief Ray Nolen, La Porte EMS, who presented an overview of the services provided by La Porte EMS, and how industry can better support response efforts to their facilities.

Good of the Order

- a) PIO/JIC Training:** Kristin announced that La Porte OEM will be hosting a PIO/JIC Training Class on January 17th and 18th. Flyers were made available in the back of the room.
- b) Skywarn Training:** Kristin announced that La Porte OEM will be hosting a Skywarn Training Class, taught by the National Weather Service, on Thursday, February 15th. Flyers were made available in the back of the room.
- c) Clayton Hackett thanked the membership for their support during his time as Chairman. He encouraged continued participation from the membership on the various subcommittees of the LEPC.**
- d) Kristin announced that this is Shelly's last meeting. She has accepted a position with the City Manager's Office.**
- e) An announcement was made that AkzoNobel Battleground will be installing a new alarm system during the first two weeks of February. They will send emails to their neighboring facilities as a reminder at that time.**

Adjournment

- a) Motion to adjourn the meeting was made and passed. Meeting adjourned @ 12:17 p.m.**

LA PORTE, MORGAN'S POINT, & SHOREACRES LEPC **TREASURER'S REPORT**



REPORT DATE: February 8, 2018

BALANCE AS OF LAST REPORT: January 11, 2018

Checking Account Balance	<u>\$103,170.48</u>
TOTAL FUNDS:	\$103,170.48

RECEIPTS SINCE LAST MEETING:

	<u>\$52,117.00</u>
TOTAL RECEIPTS SINCE LAST MEETING:	\$52,117.00

DISBURSEMENTS SINCE LAST MEETING:

	<u>\$45,906.57</u>
TOTAL DISBURSEMENTS SINCE LAST MEETING:	\$45,906.57

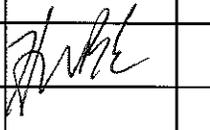
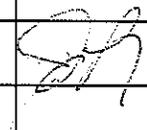
Checking Account Balance as of January 31, 2018	<u>\$109,380.91</u>
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TOTAL AVAILABLE FUNDS as of January 31, 2018	<u>\$109,380.91</u>
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Sydney Kennedy
LEPC Coordinator

2018 LA PORTE LEPC MEMBERS

February 8, 2018

City of La Porte	Gauthier, Kristin		Mahan, Dena		
City of Morgan's Point	Ditrich, Sherri		Richardson, Bryan		✓
City of Shoreacres	Stall, David		Harrison, Troy		
CTEH	Steger, April	AS	Niles, Mike	M.N.	✓
Dana Suttles	Humphries, Calvin				
DB Western, Inc.	Hextell, Dean		Bocksnick, Mike		
Dow Chemical - Bayport	Cook, Ray	RC	Upchurch, Dale	DU	✓
Dow Chemical - La Porte	Cook, Ray	RC	Upchurch, Dale	DU	✓
Dow Pipeline	Cloud, Larry	RC	Roger Smith		✓
DuPont - La Porte	McDonald, Lakeah		Webb, Scott		
E.R. Carpenter L.P.	Catron, Mike		Posey, Mark	MT	✓
Enterprise Products Operating L.P.	Farmer, James		Jurisch, Nicole		
Equistar Pipeline	Russell, Kevin		LeBlanc, Greg		
Eurecat U.S. INC.	Estes, Burch		McCulloch, Fred		✓
EXEL Inc.	Webb, Corey				
EXXONMobil Pipeline Co.	Melendez, Jamie		Wischnewsky, Chris		
Garner Environmental Services, Inc.	Fair, Breanna		Lynn, Josh		✓
Gas Innovations	Brandt, Christ		Madray, Ashley		
Goodyear Tire & Rubber	Sebastian, Jim		Hebert, Valerie		
Greif	Ramirez, Ruben		Chirstensen, Patrice		

2018 LA PORTE LEPC MEMBERS

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Gulbrandsen Technologies	Mejas, Edgar		Schloss, Chris		
HARCROS Chemicals	Guerra, Jorge		Childress, Monica		
Highway Transport Chemical LLC	Mueller, Danny		Hall, Barry		
INEOS Olefins & Polymers USA	Buchanan, Tim	TB	Turner, Don		✓
INEOS Oligomers	Hamilton, Courtney	CH	Dowdy, Jed		✓
Intergulf	Wallace, Stephen	SMW	Minter, Chris	CM	✓
Invista	Clark, Joshua	JK	Valluri, Kiran		✓
ITC	Holley, Carl		Davila, Jesus		
Jacobson Warehouse	Bay, Curtis		Clark, Edward		
Kinder Morgan	Allen, Darren	DA	Price, Rebecca John Price		✓
Kuraray America EVAL	Scales, Kimberly		Kuhfeldt, Sheryl Richard Bass AB		✓
Kuraray America POVAL	Robert Eldridge	RE	Jennifer DeVries		✓
Kuraray America Septon	Bass, Richard Erin Hance	EA	Suggs, Jeff		✓
Kuraray La Porte	McKay, Erin		Thacker, Jermichael		
La Porte ISD	Culver, Kimberly	KC	Knowles, David		✓
Lhoist North America	Potter, Watson				
Linde Gas, L.L.C.	Leavins, Jake				
Lonestar Ecology	Stringer, Watt	WRS	Lambright, Jimmy		✓
Lubrizol - Bayport	Turvey, Mark	MT	Sonnier, David		✓
LyondellBasell - BYO	Hardcastle, Lance	HL	Deborde, Co	CD	✓

2018 LA PORTE LEPC MEMBERS

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LyondellBasell - Choate	Hardcastle, Lance	<i>LD</i>	Deborde, Co	<i>LD</i>	✓
LyondellBasell - La Porte	Coxie, Clyde	<i>Lance</i>	Wolfe, Thomas	<i>LH</i>	✓
M&M Protection	Richerson, Derek		Oder, Mike		
Metton America, Inc	McNeill, Gwendolyn		Johnson, Judy		
Nissan Chemical - Houston/Pasadena	Pace, Keith		Contreras, Gene		
Noltex	McKinley, Billy <i>LD</i>	<i>WPA/BM</i>	Mann, Tim		✓
Odfjell Terminals	DeShazo, Kevin <i>Joe Pesina</i>	<i>JD</i>	Stewart, Chad		✓
Oxyvinyls-Houston Operations (LP/Battleground)	Cox, Justin		Shirey, Michael <i>Chad O'Brien</i>	<i>CAO</i>	✓
PeroxyChem - Pasadena	Robinson, Dominique	<i>DR</i>	Napier, Tommy		✓
Port of Houston	Rizzo, Colin		Henriquez, Laura	<i>LH</i>	✓
Praxair Inc	Freuler, Tom		Ratcliff, Toby		
San Jacinto College District			Lambert, Ginger		
Shell Pipeline	Cline-McElroy, Tracey		Barker, Phillip	<i>Perz</i>	✓
Solvay	Pearce, Kevin		Haertling, Andrea	<i>Perz</i>	✓
South Coast	Adame, Belinda		Glasgow, Kirk	<i>Perz</i>	✓
Southern Ionics	Hackett, Clayton	<i>CA</i>	Boyd, Joey		✓
Total Petrochemicals	Sipe, David	<i>DS</i>	Stokes, Bobby		✓
Trecora Chemical	Holt, Sara	<i>SH</i>	Gabriel Garcia	<i>4276</i>	✓
TYCO (Pentair)	Speer, Steve				
Zeon Chemicals	Wolff, Bob	<i>RGW</i>	Souris, Jeff		✓

2018 LA PORTE LEPC MEMBERS

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Company	Representative	Initials	Alternate Rep	Initials
American Red Cross			Compian, Joe	
Bayshore Medical	Swanagan, Lindsay		Tijernia, Linda	
Centerpoint				
City of Deer Park	Hemminger, Robert			
City of La Porte - Fire Department	Ladd, Donald	<i>DL</i>	Henson, Jared	✓
City of La Porte - Fire Marshal	Meekins, Clif			
City of La Porte - Police Department	Bradley, Shaye	<i>SB</i>	Daeumer, Matt	✓
City of Pasadena	Gant, Walter		Bengochea, Frank	
City of Webster	Ferro, Joe			
Detection & Measurement Systems				
E-MERGE	Heiken, Dan			
Green Light Safety	Palmer, Joe	<i>JP</i>		✓
Gulf Coast Waste Disposal Authority	Reese, Ben			
Harris County				
--- OEM	Wade, David		Sloan, Mark	
--- POLLUTION CONTROL	Hill, Craig		Martin, Jonathan	
--- PUBLIC HEALTH & ES	McClendon, Mac			
--- SHERRIFS OFFICE	Brown, Ron		Harrison, SGT. Kimball	
Harris County - Commissioner - Pct 2	Merkle, Jonathan		Darbonne, Jacque	

2018 LA PORTE LEPC MEMBERS

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Kaneka North America	Blake, Dale		Landry, Sean	
OMI Environmental Solution	Mikes, Tina			
North Channel LEPC	Anorga, Enrique			
TCEQ	Lay, Travis	TL	Kendra Bernhagen	KB ✓
Texas General Land Office	Harding, Maren			
Texas Industrial Medical	Taylor, Elizabeth		Moses, Rick	
Texas Parks & Wildlife	Shirley, David		Deardorff, Tyler	
Union Pacific	Lerch, Frank		O'Brien, Tim	
US Coast Guard	Sampert, R.J.			
Veterans HSE, LLC	West II, SFC Walter			

