



Meeting Agenda

June 13, 2019

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 April and May

Approval of Treasurer's Report Committee

Reports

- Emergency Communications: Kristin Gauthier
 - A. Incidents
 - B. E-Notify Updates: Dan Heiken
- Emergency Response and Resources: Richard Bass
- Hazardous Materials Facilities Liaison: Burch Estes
- Planning: Lance Hardcastle
- Public Education & Information: Denise Lee & Sydney Kennedy
- Membership Committee: Clayton Hackett
- Safety Fair: Dena Mahan

Old Business

- 2019 Member Contributions
- 2019 Member Update Forms
- 2019 Meeting Presenters
- 2019 Tier II Reports

New Business

Presentations

- Presentation by James Bernal, Tammy Cameron, & Rama Walker - HCA Houston Healthcare Southeast

Good of the Order

- Brag Report

Adjournment



Meeting Minutes

May 9, 2019

Call To Order

Jeff Suggs called to order the regular meeting of the LEPC on **May 9, 2019** at 11:05 a.m. at 2015 Sens Rd., La Porte, Texas.

Introductions

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

Approval of Minutes from Last Meeting

The April meeting minutes were not distributed in advance of today's meeting, so we will wait to approve them until the June meeting. They will be emailed with the May meeting minutes for membership review.

Approval of Treasurer's Report from Last Month

In April, the total disbursements equaled \$56,669.71. The total available funds as of April 30th were \$97,499.37. The total receipts received this month equaled \$29,418.09 from membership contributions and golf tournament payments. Disbursements included Emerge payments, office supplies, postage, flower arrangements, NASTTPO Conference, Alertus beacons and banking fees and supplies.

A motion by Co Deborde, LyondellBasell, was made to accept the **April** budget report. Denise Lee, John Crane, seconded the motion. A vote was taken; motion carried.

Reports

a. Emergency Communications – Kristin Gauthier:

1. Incidents –

Level 2 – Kuraray La Porte: At 9:15, Sounded the Alarm as a response to a Acetic Acid Release from a portable chiller brought in by a 3rd party vendor. The site responded to the alarm by sheltering-in-place per procedure and activating the site Emergency Response Team. At 9:26, The Emerge/E-Notify was sent out to neighboring facilities to shelter-in-place because of the potential for the leak to travel beyond the Kuraray Fence line. At 9:53, An update was made to the Emerge/E-notify after the leak was mitigated and contained. This update was to downgrade the Level 2 (potential off-site) to a Level 1 Courtesy Notification. The Kuraray site was instructed to remain sheltered-in-place internally until the All Clear was sounded. At 10:16, The All Clear was sounded and an E-merge was sent to the community that the incident had been mitigated.

Level 2 – OxyVinyls La Porte VCM: On May 7, 2019 OxyVinyls LaPorte Plant issued a eNotify Level 2 when approximately 500 gallons of treated wastewater/biomass were spilled from a hole that developed in the air blower piping between "A" and "B" biotreaters. The spill was identified and the Outfall 003 discharge valve was immediately closed preventing the spilled material from being discharged out of the outfall. A pump was used to transfer the spilled material and stormwater from the ditch into containment for re-processing through the wastewater treatment plant.

Kristin announced that E-Notify and CAER Online training will take place on June 5th and 6th in La Porte and Pasadena. The training will also cover updates to the EHCMA Industry Status Board. Jeff Suggs provided a demonstration of the status board for the membership. Flyers for the training were made available in the back of the room.

2. E-Notify Update – Dan Heiken:

Dan announced that he will be conducting a server switch on Monday night, May 13th. Please report any issues to him.

- b. Emergency Response & Resources – Richard Bass:** Kristin announced that the City shelter in place drill will take place on Monday, May 13th, and volunteers are still needed to evaluate the drill. A sign-up sheet was sent around the room.

Mark Turvey, Lubrizol, discussed the drill planning that has taken place among multiple LEPCs. A functional exercise scheduled for May was postponed due to the ITC incident. Lessons learned from a joint tabletop exercise conducted at the end of last year were helpful to all involved parties during response to the ITC incident. Mark thanked Dena Mahan for all her work on the drill planning process.

- c. Hazardous Materials Facility Liaison – Burch Estes:** No report.
- d. Planning – Lance Hardcastle:** No report.
- e. Public Education & Information – Denise Lee:** Denise discussed the Wally Wise Program that recently took place in the elementary schools. The program went well. Kristin announced that the Emergency Preparedness Guide is being finalized, and will be mailed to residents of La Porte, Morgan's Point, and Shoreacres by the end of May.
- f. Membership Committee – Clayton Hackett:** Clayton reminded members to ensure they sign in at each meeting so their attendance will be counted.

Old Business

- a) 2019 Member Contributions:** 2019 Membership Dues should have been received by the April meeting. Sydney will bring an updated list of who has and has not paid to the June meeting.
- b) 2019 Member Update Forms:** For the companies still missing contact information, corrected 24-hour numbers are still needed. The membership form has to be done online, and the link will be emailed again. The link was displayed on the screen for the membership. Sydney will bring an updated list on any contact information still missing to the June meeting.
- c) 2019 Meeting Presenters:** The 2019 Meeting Presenter sign-up sheet was posted. The 2019 schedule is full, but we will be happy to start accepting presenters for 2020. Presentations can include overviews of facilities. Vendor companies can give presentations, and sponsor lunch.
- d) 2019 Tier II Reports – Dena Mahan:** These reports were originally due on March 1st. Kristin announced that we have received the majority of reports. Dena will bring an updated list showing who is still outstanding to the June meeting.

New Business

- a)** Jeff discussed whether or not the membership would like to cancel the July meeting, since many people take vacation during the summer. A motion was made by Mark Turvey, Lubrizol, to cancel the July membership meeting. Roy Hernandez, Nouryon Battleground, seconded the motion. A vote was taken; motion carried.

Presentations

- a)** A presentation was made by Patrick Blood, National Weather Service Houston-Galveston, on the 2018 hurricane season, current weather products, and predictions for the 2019 hurricane season.

Good of the Order

- a) EHCMA:** Rick Deel discussed the EHCMA Severe Weather Symposium that will take place on Thursday, May 30th, at the Pasadena Convention Center. Flyers were made available in the back of the room.
- b) Industry Credentialing:** David Wade provided an updated on the status of essential personnel credentialing for industry. For more information, please contact David.

Adjournment

- a)** Motion to adjourn the meeting was made, seconded, and motion carried.

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



REPORT DATE: June 13, 2019

BALANCE AS OF LAST REPORT: May 9, 2019

Checking Account Balance	\$ 97,499.37
TOTAL FUNDS:	\$ 97,499.37

RECEIPTS SINCE LAST MEETING:

	\$0.00
TOTAL RECEIPTS SINCE LAST MEETING:	\$ -

DISBURSEMENTS SINCE LAST MEETING:

	\$ 4,526.18
TOTAL DISBURSEMENTS SINCE LAST MEETING:	\$ 4,526.18

Checking Account Balance as of May 31, 2019	\$ 92,973.19
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TOTAL AVAILABLE FUNDS as of May 31, 2019	\$ 92,973.19
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Sydney Kennedy
LEPC Coordinator