



Meeting Agenda

January 9, 2020

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

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
- Golf Tournament: Richard Bass

Old Business

- Tier II Training - Updates have been made to Tier II Reporting Site

New Business

- 2020 Membership Dues
- 2020 Member Update Forms
- Nominations for Vice Chairperson
- Bylaws Review

Presentations

- Presentation by Steve Childers, Haz Mat Special Services

Good of the Order

- Brag Report

Adjournment



Meeting Minutes

November 14, 2019

Call To Order

Haney Robertson called to order the regular meeting of the LEPC on **November 14, 2019** at 11:04 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

A motion by Richard Bass, Kuraray, was made to accept the **October 10, 2019** meeting minutes. Denise Lee, citizen member, seconded the motion. A vote was taken; Motion carried.

Approval of Treasurer's Report from the Last Month

In October, the total disbursements equaled \$42,097.50. The total available funds as of October 31st were \$35,272.38. The total receipts received this month equaled \$32,143.42 including Contributions, Refunds and Safety Fair donations. Disbursements included October lunch, Safety Fair support, Mailouts (\$1,500), Secretarial Services (\$10,000), and Emerge payment (\$25,000).

A motion by David Theiler, Nouryon, was made to accept the **October** budget reports. Denise Lee, citizen member, seconded the motion. A vote was taken; motion carried.

Reports

a. Emergency Communications – Kristin Gauthier:

1. Incidents –

Level 2: INEOS – An INEOS representative provided the following statement: On November 12th INEOS had a truck leave the site without a dome gasket and leaked oil onto the roadway to Kinder Morgan who reported the incident to INEOS. The incident was entered as a Level 2 because it did travel outside the fence line and onto the roadway. The material is non-hazardous waste and did not cause any interruption to the community or road traffic. The leaked oil did result a visual stain. It did not enter any drainage ditches or waterways.

2. E-Notify Update – Dan Heiken: Dan has received and uploaded the latest pipeline data (November 9th) into E-Notify.

b. Emergency Response & Resources – Richard Bass: The plan for 2020 is to piggyback off of the Emergency Communications Committee, working on a procedure for reporting after-hours drills. There was a discussion of a possible social media workshop for the LEPC to see how the community reacts to various situations, and encourage getting La Porte OEM the information ahead of time, so they can be prepared for a community response.

c. Hazardous Materials Facility Liaison – Burch Estes: No report.

d. Planning – Lance Hardcastle: No report.

e. Public Education & Information – Denise Lee & Sydney Kennedy: The PE&I Committee is currently working on child care center outreach. They are providing local child care centers with presentations focused on the importance of sheltering in place and their responsibilities as a child care provider. They also have been ordering some goodies to hand out for Christmas on Main on December 5th and passed around a volunteer sheet for LEPC members to assist in working the booth.

f. Membership Committee – Clayton Hackett: No report.

- g. Golf Tournament – Richard Bass:** An official date for the 2020 LEPC Golf Tournament has been set for March 25th. The flyer was placed in the back of the room and displayed on the front wall during the meeting.

Old Business

- a) 2019 Member Contributions:** 2019 Membership Dues should have been received by the April 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.
- c) Tier II Training:** The Tier II Chemical Reporting Program now has two more Houston classes open for registration. The classes will be Friday, December 6th and Thursday, January 9th. Both classes are free and will be held from 8:30 – 4, with a break for lunch, at the Houston Area Safety Council (HASC), 5213 Center St., Pasadena, TX 77505.
- d) Subcommittee Update:** The Executive Committee is working to update the bylaws, which will be presented at the January LEPC meeting.

New Business

- a) Vote on Chairperson Position:** Nominations were accepted from the floor for the LEPC Chairperson. Justin Cox, of OxyVinyls, was nominated LEPC Chairperson.
- b) 2020 Membership Dues:** The 2020 LEPC Contribution Worksheet was provided to members. Members were reminded that these must be turned in with their company's contribution by March 1st, 2020.

Presentations

- a)** A presentation was made by Steve Childers of Haz Mat Special Services, providing vendor information.

Good of the Order

- a)** INEOS recognized 10 years with no accidents on October 13th.
- b)** April Steger announced that CTEH will be teaming up with Drager and presenting their new product at a Lunch & Learn on November 20th.
- c)** Enterprise recognized 8 years with no accidents on October 20th. They also will be opening a new unit in Morgan's Point next summer.
- d)** LEPC members were reminded that there will be no meeting in December.

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: December 12, 2019

BALANCE AS OF LAST REPORT: November 14, 2019

Checking Account Balance	\$ 35,272.38
TOTAL FUNDS:	\$ 35,272.38

RECEIPTS SINCE LAST MEETING:

	\$1,100.32
TOTAL RECEIPTS SINCE LAST MEETING:	\$ 1,100.32

DISBURSEMENTS SINCE LAST MEETING:

	\$ 3,379.10
TOTAL DISBURSEMENTS SINCE LAST MEETING:	\$ 3,379.10

Checking Account Balance as of November 30, 2019	\$ 32,993.60
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TOTAL AVAILABLE FUNDS as of November 30, 2019	\$ 32,993.60
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Sydney Kennedy
LEPC Coordinator

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



REPORT DATE: January 9, 2020

BALANCE AS OF LAST REPORT: December 12, 2019

Checking Account Balance	\$ 32,993.60
TOTAL FUNDS:	\$ 32,993.60

RECEIPTS SINCE LAST MEETING:

	\$25,462.50
TOTAL RECEIPTS SINCE LAST MEETING:	\$ 25,462.50

DISBURSEMENTS SINCE LAST MEETING:

	\$ 765.70
TOTAL DISBURSEMENTS SINCE LAST MEETING:	\$ 765.70

Checking Account Balance as of December 31, 2019	\$ 57,690.40
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TOTAL AVAILABLE FUNDS as of December 31, 2019	\$ 57,690.40
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Sydney Kennedy
LEPC Coordinator