



Meeting Minutes

March 12, 2020

Call To Order

Jeff Suggs called to order the regular meeting of the LEPC on **March 12, 2020** at 11:02 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 Chad Cervi, Intergulf, was made to accept the **February 13, 2020** meeting minutes. Kristin Gauthier, City of La Porte, seconded the motion. A vote was taken; Motion carried.

Approval of Treasurer's Report from the Last Month

In February, the total disbursements equaled \$50,852.13. The total available funds as of February 29th were \$97,743.67. The total receipts received this month equaled \$57,524.27 including Contributions and Golf Tournament registration. Disbursements included office supplies and the first E-Notify payment (\$50,000).

A motion by Denise Lee, citizen member, was made to accept the **February** budget reports. Jennifer DeVries, Kuraray, seconded the motion. A vote was taken; motion carried.

Reports

a. **Planning – Lance Hardcastle:** No report.

b. **Emergency Response and Communications – Johnny Morales:**

1. Incidents –

Level 3: City of La Porte – On February 18th, there was a small leak of acetic acid from a truck located at Miller Cut Off and Hwy 225 leading to the overpass of Miller Cut Off being closed at 1:31pm. The All Clear for the leak occurred at 2:58pm.

Level 2: Noltex – On February 19th, Noltex experienced a flange leak of vinyl acetate that did stay contained to the site. There was the possibility of a noticeable odor to neighboring facilities but no offsite action as needed. An All-Clear was issued at 5:51pm with continued air monitoring taking place at their fence line through the night.

Level 2: Gulbrandsen – On February 24th, sewer tracing dye from contractor mats ran into the rainwater runoff. This green color in the water was noticeable to the community but quickly cleaned up. There was no impact to marine wildlife.

2. **E-Notify Update – Dan Heiken:** No report.

c. **Public Education & Information – Denise Lee & Sydney Kennedy:** The PE&I Committee is continuing work on giving SIP training to the child care facilities in the La Porte area. The Wally Wise Program will begin in the La Porte elementaries on 3/19/20 at 9:45am at College Park Elementary. We will be seeking volunteers to assist in the future programs. The Baker Campus Poster Contest will be judged on 4/20/20 at 10am while a SIP Drill will take place at 1pm afterwards. LPHS has given the LEPC their scholarship applicants that are currently being read and rated. The winner will receive a \$1,000.00 scholarship.

d. **Training and Exercise – Jeff Suggs:** Jeff is working on a full-scale exercise for the LEPC. His first meeting with the committee had decent participation and included the site of Kuraray POVAL being chosen for the exercise. Jeff would like to engage CIMA and Fire and the exercise will test direction and

control and mass care.

- e. **Membership Committee – Clayton Hackett:** Clayton stated that 2020 attendance is off to a good start. Tracking attendance is very important, so Clayton encouraged members to make sure that they sign in in the back of the room. Clayton will be contacting the companies that have less than the required attendance and encouraging them to attend more meetings in the future. Clayton also reminded the membership to make sure they are receiving LEPC emails, and if they are not to reach out to Kristin or Sydney.
- f. **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. There are many different levels for sponsorship including those for companies not wanting to participate in the tournament themselves. Richard encourages members to reach out to their vendors to attend the tournament as well. The flyer will be updated with what the earnings from the golf tournament will be going toward. Proceeds from the Golf Tournament are planned to cover a full-scale LEPC exercise.

Old Business

- a) **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 the end of March. Members are encouraged to get these dues in earlier rather than later.
- b) **2020 Member Update Forms:** The 2020 Member Update Forms were provided to members. Members were encouraged to go online and complete this form as soon as possible. Justin's expectations as Chairperson are that every company has two representatives listed and that if the primary representative is unable to attend, that they are sending their alternate representative in their place.
- c) **2020 Tier II Submissions:** These reports were due on March 1st to the LEPC and can be sent directly to laportelepc@gmail.com which will cover submittal to the City of La Porte, the La Porte Fire Department and the La Porte LEPC. The required format will be in a .zip file that contains both .pdf and .xml files within.

New Business

- a) **HMEP Grant:** Kristin discussed the HMEP Grant and determined that with the participation of the La Porte LEPC, Chambers County and City of Baytown, the LEPC would probably only be expected to pay around \$1,670. Jeff would like to get quotes on getting the grant for only the La Porte LEPC so more locations can be involved in the study. As this is non-budgeted, a vote was taken at the meeting, a motion was made by Johnny Morales and was seconded by Burch Estes to cover the \$1,670 joint cost if that is the direction the committee still wants to go.
- b) **LEPC Email Address Change:** In order to be more efficient, the LEPC has changed their email address to lepc@laportetx.gov. The Gmail account will still be monitored but members were urged to change the contact information as soon as possible.
- c) **Update from HCFMO concerning operating procedures:** A representative from HCFMO, Todd Mitchell introduced the LEPC to the HCFMO website and their resources. He did pass out his contact information and insisted that any questions go to him.

Presentations

- a) A presentation was made by Bob Wolff of Zeon Chemicals, providing an overview of the company.

Good of the Order

Adjournment

- a) Motion to adjourn the meeting was made, seconded, and motion carried at 12:02 p.m.