



Meeting Agenda

August 13, 2020

11:00 AM

Virtual Meeting due to COVID-19 concerns

Call to Order

Pledge of Allegiance

Introductions

Approval of Minutes from Prior Month

Approval of Treasurer's Report

Committee Reports

- Planning: Lance Hardcastle
- Emergency Response and Communications: Johnny Morales
 - A. Incidents
 - B. E-Notify Updates: Dan Heiken
- Public Education & Information: Denise Lee & Sydney Kennedy
- Training and Exercise: Jeff Suggs
- Membership: Clayton Hackett
- Golf Tournament: Richard Bass

Old Business

- 2020 Membership Dues & Contact Updates
- Wally Wise Program Video – Johnny Morales

New Business

- 2021 LEPC Budget Proposal
- 2021 Safety Fair

Presentations

- Presentation by David Bierling, Texas A&M Transportation Institute

Good of the Order

- Brag Report

Adjournment



Meeting Minutes

July 9, 2020

Call To Order

Justin Cox called to order the regular meeting of the LEPC on July 9, 2020 at 11:00 a.m. on a virtual Teams meeting.

Introductions

Members are reminded to sign into the meeting with their company name so as to record proper attendance.

Approval of Minutes from Last Meeting

A motion was made to accept the June 11, 2020 meeting minutes and seconded. A vote was taken; Motion carried.

Approval of Treasurer's Report from the Last Month

In June, the total disbursements equaled \$22.72. The total available funds as of June 30th were \$96,824.05. The total receipts received this month equaled \$16,287.11 including Contributions and Golf Tournament registrations. Disbursements included office supplies.

A motion by Denise Lee, citizen member, was made to accept the June budget reports and seconded. A vote was taken; motion carried.

Reports

- a. **Planning – Lance Hardcastle:** No report.
- b. **Emergency Response and Communications – Johnny Morales:**
 1. **Incidents –**
Johnny stated that there were no Level 2 or 3 incidents occurred this month. The TCEQ was doing flyovers with helicopters over industry; that work is now complete.
 2. **E-Notify Update – Dan Heiken:**
Dan has been doing some work mainly on the emergency manager side of e-notify and encourages anyone requiring training to reach out to him as he is doing virtual training.
- c. **Public Education & Information – Denise Lee & Sydney Kennedy:** The PE&I Committee will be working closely with Kristin and Johnny on the Wally Wise Program animated video. Safety Fair is up in the air at this point but the EC is looking into virtual options.
- d. **Training and Exercise – Jeff Suggs:** The Fall Drill is currently on hold due to COVID-19 precautions. CIMA is unable to meet currently for preparation for this drill. This will be monitored and changes will be made accordingly. The decision to hold the drill or postpone will be made by the end of August.
- e. **Membership Committee – Clayton Hackett:** No report.
- f. **Golf Tournament – Richard Bass:** The Golf Tournament has been rescheduled for October 14, 2020 and we do not currently see any issues arising with that as golf courses are currently open within COVID-19 restrictions. In August we will begin discussing preparation for the 2020 Golf Tournament. Kristin and Sydney will create a short survey for teams that had signed up to play at the March tournament to see where they stand as far as participation goes.

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) **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.
- d) **Commodity Flow Study:** The membership approved funding for an updated Commodity Flow Study in July. An agreement has been executed with the Texas A&M Transportation Institute to move forward with the project and our first payment has been issued. The term of the agreement goes through August of 2021.

New Business

- a) **Wally Wise Program Video:** Kristin received a quote of \$9,000 for up to a five minute video in both English and Spanish. This was not budgeted for this year, but strongly recommended as an option for virtual classrooms and sharing publicly in accordance with any possible COVID-related standards in place. This amount does call for general membership approval, which was requested via survey link in Teams meeting. Vote was taken and this amount was approved as a non-budgeted item for this year.

Presentations

- a) A presentation was made by Mike Niles of CTEH, providing an overview of the company and its services.

Good of the Order

- a) Lisa Boozer, Chemours, announced that their corporate COVID-19 Relief Fund has granted the City of La Porte \$3,000 to aid in the purchase of touchless hand sanitizer dispensers for multiple public buildings.
- b) Kristin Gauthier thanked the LEPC and industry for all of their support and assistance to the City of La Porte and the surrounding areas during COVID-19.
- c) Walter Jackson, new superintendent of LPISD, also thanked the LEPC for their support of the district.

Adjournment

- a) Motion to adjourn the meeting was made, seconded, and motion carried at 12:00 p.m.

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



REPORT DATE: August 13, 2020

BALANCE AS OF LAST REPORT: July 9, 2020

Checking Account Balance	\$ 96,824.05
TOTAL FUNDS:	\$ 96,824.05

RECEIPTS SINCE LAST MEETING:

	\$14,980.50
TOTAL RECEIPTS SINCE LAST MEETING:	\$ 14,980.50

DISBURSEMENTS SINCE LAST MEETING:

	\$ 13,772.72
TOTAL DISBURSEMENTS SINCE LAST MEETING:	\$ 13,772.72

Checking Account Balance as of July 31, 2020	\$ 98,031.83
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TOTAL AVAILABLE FUNDS as of July 31, 2020	\$ 98,031.83
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Sydney Kennedy
LEPC Coordinator