



Meeting Agenda

September 10, 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

- Vote on 2021 LEPC Budget

New Business

Presentations

Good of the Order

- Brag Report

Adjournment



Meeting Minutes

August 13, 2020

Call To Order

Justin Cox called to order the regular meeting of the LEPC on August 13, 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. No new members or guests.

Approval of Minutes from Last Meeting

A motion was made to accept the July 9, 2020 meeting minutes and seconded. A vote was taken via an electronic poll; Motion carried.

Approval of Treasurer's Report from the Last Month

In July, the total disbursements equaled \$13,772.72. The total available funds as of July 31st were \$98,031.83. The total receipts received this month equaled \$14,980.50 including a donations from Chemours of 3,000 dollars for Automatic Hand Sanitizer Dispensers. Disbursements included office supplies and first payment on the commodity flow study.

A motion by a member was made to accept the July budget reports and seconded. A vote was taken via an electronic poll; motion carried.

Reports

- a. **Planning – Lance Hardcastle:** No report or updates.
- b. **Emergency Response and Communications – Johnny Morales:**
 1. **Incidents –**
 - a) City of La Porte experienced a siren malfunction during a routine test. CAER message was the only notification method not used, will be used next time.
 - b) INEOS – Level. 2 - Small product leak from side of truck due to cap not being sealed correctly. No impact.
 - c) E-Notify about flaring from Lyondell concerned resident from Baytown, seeking more information. We as industry and the City could do a better on explaining what flaring is and what the purpose is of flaring.
 2. **E-Notify Update – Dan Heiken:**

Dan investigated City of La Porte malfunction, log files reported no issues. Monitored Saturday and Tuesday test found no issues. Training available to anyone who needs for e-merge.
- c. **Public Education & Information – Denise Lee & Sydney Kennedy:** The PE&I Committee will be working on coming out with virtual training ideas for daycares.
- d. **Training and Exercise – Jeff Suggs:** The Fall Drill, full scale had been cancelled due to COVID-19 precautions. Drill may come around November, will update the LEPC as we get closer.
- e. **Membership Committee – Clayton Hackett:** No updates.
- 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. A survey will be sent out to membership to gauge interest and what would be our path forward, while remaining safe.

Old Business

- a) **2020 Membership Dues and Contact Updates:** 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. The 2020 Member Update Forms were provided to members. Members were encouraged to go online and complete this form as soon as possible. Kristin mentioned that we have done a really good job this year, and thanked the LEPC for being diligent.
- b) **Wally Wise Program Video:** Johnny showed a draft of the new Wally Wise program video for kids. LEPC can expect a complete video by end of October. Updates will be shared as the project nears completion.

New Business

- a) **2021 LEPC Budget Proposal:** Justin presented the LEPC 2021 budget to the membership. Changes included Increases to Whelen Repairs – Increase of 1,000, Emergency Preparedness App – 300 to cover a 2-year subscription, and LPHS scholarship of 1,000 to cover two scholarships. Decreases included 1000 for LEPC workshop as the workshop is no longer being conducted, and 500 decrease for SIP performance. The proposal will be voted on at the next meeting.
- b) **2021 Safety Fair:** Safety Fair is cancelled. We are looking for virtual options and will reach out to organizations as needed.

Presentations

- a) A presentation was made by David Bierling, Texas A&M transportation Institute on the Commodity Flow Study.

Good of the Order

- a) 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.

Adjournment

- a) Meeting was adjourned at 11:47 a.m.

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



REPORT DATE: September 10, 2020

BALANCE AS OF LAST REPORT: August 13, 2020

Checking Account Balance	\$ 98,031.83
TOTAL FUNDS:	\$ 98,031.83

RECEIPTS SINCE LAST MEETING:

	\$1,500.00
TOTAL RECEIPTS SINCE LAST MEETING:	\$ 1,500.00

DISBURSEMENTS SINCE LAST MEETING:

	\$ 6,255.32
TOTAL DISBURSEMENTS SINCE LAST MEETING:	\$ 6,255.32

Checking Account Balance as of August 30, 2020	\$ 93,276.51
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TOTAL AVAILABLE FUNDS as of August 30, 2020	\$ 93,276.51
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Sydney Kennedy
LEPC Coordinator

