



Meeting Agenda

November 12, 2020

11:00 AM

Virtual Meeting

Call to Order

Introduction of New Members

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
- Training and Exercise: Jeff Suggs
- Membership: Clayton Hackett
- Golf Tournament: Richard Bass

Old Business

- Wally Wise Video Update

New Business

- 2021 Contribution Worksheet
- Request for 2021 Presenters
- December Meeting

Good of the Order

- Brag Report

Adjournment



Meeting Minutes

October 8, 2020

Call To Order

Richard Bass called to order the regular meeting of the LEPC on **October 8, 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

The August meeting minutes were displayed. A vote was taken via an electronic poll, and the minutes were approved. The September meeting minutes were displayed. A vote was taken via an electronic poll, and the minutes were approved.

Approval of Treasurer's Report from the Last Month

Kristin announced that Sydney Kennedy is no longer with the LEPC/City, so they will be looking to fill that position.

The total available funds as of the last report were \$93,276.51. The total receipts received this month equaled \$6,627.25, which included a member contribution and refund for a returned purchase. The total disbursements equaled \$4,372.72. Disbursements included office supplies, refunds for the golf tournament, and the LEPC's share of the storage building shared with the City of La Porte. As of September 30th, the total available balance was \$95,531.04.

The October Budget Report was displayed. A vote was taken via an electronic poll, and the budget report was approved.

Reports

- a. **Planning – Lance Hardcastle:** The committee met today to review information provided by TTI regarding the 2020 Transportation Study. David Bierling with TTI stated they are in the initial process of conducting site recon. Some locations might be adjusted to improve the team's ability to collect data. TTI has recommended changing the collection point at SH146 and Choate Rd/Shoreacres Blvd to SH 146 and Wharton Weems. Data collection will begin in November and go through May 2021. The draft report should be completed by July 2021.
- b. **Emergency Response and Communications – Johnny Morales:**
 1. **Incidents –**
 - a) No incidents to report
 2. **E-Notify Update – Dan Heiken:**

Richard Bass encouraged facilities to ensure E-Notify training continues for current and new employees. Johnny stated the City is willing to host E-Notify training for anyone needing to attend.
- c. **Public Education & Information – Denise Lee:** The Wally Wise animated shelter in place video has been completed. The link will be shared with members after the meeting, and Kristin will share the completed video with other LEPCs. The video will be used as part of the existing Wally Wise elementary program, and will be shared on social media and the City/LEPC website.

d. Training and Exercise – Jeff Suggs: The exercise will not take place this year, but we will start looking at opportunities for next year.

e. Membership Committee – Clayton Hackett: No report.

f. Golf Tournament – Richard Bass: Unfortunately, the golf tournament has been canceled for this year. For teams that made their registration fee a donation to the LEPC, the LEPC is providing team vouchers to Bay Forest Golf Course with a hamburger lunch and sleeve of golf balls. These companies will be highlighted at the next LEPC meeting. For 2021, the committee will consider dates depending on the situation with COVID. The tournament will most likely take place in the fall of 2021 instead of March.

Old Business

No old business

New Business

The Executive Committee is reviewing the agreement with the City of La Porte for the LEPC Coordinator position, which is up for renewal in December. Kristin stated the City is working to get the vacant LEPC Coordinator position posted, so they can start receiving applications.

Presentations

A presentation was made by Agustin Benavides with an overview of the Enterprise Products Morgan's Point facility.

Good of the Order

- a) David Wade stated he was contacted by the TCEQ to schedule Tier II training, so he will provide more details in the near future.
- b) Kristin thanked Chemours again for their \$3,000 grant that allowed us to purchase hand sanitizer stations for City facilities.
- c) Burch Estes with Eurecat and Richard Bass provided positive feedback on the Wally Wise animated video.

Adjournment

- a) A motion was made to adjourn the meeting. Motion was seconded. Meeting adjourned at 11:41 a.m.

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



REPORT DATE: November 12, 2020

BALANCE AS OF LAST REPORT: October 8, 2020

Checking Account Balance	\$ 95,531.04
TOTAL FUNDS:	\$ 95,531.04

RECEIPTS SINCE LAST MEETING:

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

DISBURSEMENTS SINCE LAST MEETING:

	\$ 33,180.00
TOTAL DISBURSEMENTS SINCE LAST MEETING:	\$ 33,180.00

Checking Account Balance as of October 31, 2020	\$ 62,351.04
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TOTAL AVAILABLE FUNDS as of October 31, 2020	\$ 62,351.04
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Kristin Gauthier