

SUBJECT: Minutes of April 28, 2015 - Hosted by the City of Deer Park

**CALL TO ORDER**

Chairman James Stokes called the meeting to order at 11:00 a.m.

**INTRODUCTIONS**

Self introductions were given by Jeff Lichon of Dow Chemical; William Chapman of Magellan Midstream Partners; Jessie Cox of Oxy Vinyls; Phillip Knight of Texas Molecular and Walter Gant, Director Emergency Services City of Pasadena.

**PRESENTATIONS**

**Appreciation to Tracie Copeland** – Chairman Stokes expressed deep appreciation to Tracie Copeland, Dow, who has served as Chair of the Community Awareness Subcommittee for the past four years and advised the LEPC she has been reassigned to Lake Jackson and has rendered her resignation as Chair of Community Awareness.

Chairman Stokes then asked if anyone was interested in serving as the Chair of the Community Awareness Subcommittee they should notify him or Ms. Watkins, and the Executive Committee will be considering the appointment of a new Chair at their meeting on May 4.

**Stephen Harrell, Deer Park ISD, School District Emergency Plan** – Mr. Harrell presented an overview of the Districts Emergency Plan highlighting the number of students enrolled per campus, the facilities other than campuses, and their evacuation plan (Exhibit A) and commented, “We are blessed to have the type of working relationship we have with the City of Deer Park and the Police Department. The District covers an area which encompasses not only Deer Park, but Pasadena so we work with two cities, police departments and emergency services departments. When we call a Shelter-In-Place, the SNP is called for all campuses regardless of the incident. We have an Alertus System in every facility, not just the campuses, so everyone is aware of any situation. The Alertus System is attached to the phones so that even the coaches receive notification (tests and actual events) on their phones when they’re outside. We are required under the Texas School Law, Section 37.108, to have a multi-hazard emergency operations plan which includes a policy for responding to train derailments if the campus is located within 1,000 yards of a railroad track. We have drilled for walking evacuations (use staff), but after consideration have changed our plan to Shelter-In-Place unless there is a mandatory evacuation which we would then use buses. We have 100 buses and all drivers, as well as the coaches who are licensed to drive a bus, would be called in to assist.”

Bobby Vasquez, Inside DP, asked, “At what point does the District weigh for a walking evacuation and why did the District choose the bus barn for a shelter?”

Mr. Harrell responded, “We work closely with the City’s Emergency Management Director during an event and if an event were to be classified as one that required evacuation (explosion for example), we would evacuate.”

Robert Hemminger, Director of Emergency Services for City of Deer Park, commented, “Should we anticipate a railcar or industry event has the potential for an explosion or other catastrophic effect to the District, we would advise the District of the necessary emergency process.”

Mr. Harrell continued, "With the remodeling of the North Campus, the northern parts of the building and the windows have been strengthened with an additional layer of protection."

Mr. Vasquez asked, "What would the District do if a parent wants to get their child in a worsened situation?"

Mr. Harrell replied, "If the situation requires the doors to be locked at a campus, we would still allow a parent to get their child with access through the least intrusive door, but would also discuss the situation and encourage the parent to remain with us with their child. We would hope the parent would be reasonable and understand the benefit of Sheltering-In-Place rather than going home. However, if an adult chooses to leave with their child and go home, we are authorized to retain them."

Norma Hysler commented, "We locked the doors at one campus once during an event and we had parents banging on the doors wanting their children, so they were given access and opportunity to remain."

Mr. Hemminger asked Mr. Harrell to explain to the LEPC the difference between a Shelter-In-Place and a lockdown.

Mr. Harrell explained, "A lockdown is used to limit access by an intruder (uninvited or unannounced individual). Only one entrance to each campus is unlocked. The rest of the doors are locked. The unlocked entrance is near the office where the individual comes into a vestibule and remains there until they have registered with the office and then are allowed to proceed into the building."

Again, we have an excellent relationship with the City of Deer Park and Police Department. We have four full-time officers who work our campuses. In Pasadena, we have two officers who work extra duty jobs."

### MINUTES

Motion was made by Greg Grigg and seconded by Tracie Copeland to approve the February 24 and March 24, 2015 minutes. Motion carried unanimously.

### FINANCIAL REPORT

Motion was made by Danny Rouen and seconded by Robert Hemminger to accept the financial report for the month of April 2015. Motion carried unanimously.

### COMMITTEE REPORTS

#### Jay Stokes, Executive Committee Chair, reported:

Community Awareness Subcommittee Chair – The Executive Committee will meet on May 4<sup>th</sup> and an item for consideration will be a Chair for the Community Awareness Subcommittee. If anyone is interested, let me or Ms. Watkins know. While we could appoint someone from the City, we try to balance the number of city and industry members. Should no one volunteer, the Committee will be contacting potential candidates."

**Robert Hemminger, Communications Subcommittee Chair, reported:**

**Level Incidents** – Robert Hemminger, Deer Park Emergency Management Coordinator and Deer Park LEPC Communications Subcommittee Chair, advised the LEPC there were no Level II's or III's reported since the March meeting and commented, "There was one small incident of which we received calls for information when their warning system was accidentally activated. So, we are asking that should a situation occur which might cause concern by drivers passing your facility or your neighbors that a Level I report be considered as an acknowledgement."

**Tracie Copeland, Community Awareness Subcommittee Chair, called upon Sandra Watkins:**

**Totally Texas** – "The 2015 Totally Texas Festival was a great success. There were approximately 300 photos taken with Wally. There was a continuous stream of visitors who we had opportunity to provide information to regarding the LEPC and Sheltering-In-Place. I utilized my two oldest grandchildren to serve as Wally and proud to say they each stayed in a full forty-five minutes each, twice. Ronnie and George had some relief. We're training the next generation because Ronnie and George are getting ready to retire. We are looking for volunteers, so if you are interested, let me know. Totally Texas is one of the LEPC's most beneficial outreach programs for communicating to the residents of Deer Park. We conducted a survey on what folks know about the CAER line and have determined, from the survey, it is time for another outreach campaign."

Ms. Copeland commented, "I have to thank Sandi, again, for handling the booth for the Totally Texas Festival. Sandi and her volunteers do an outstanding job, but it's not fair to them that we don't have a commitment from the LEPC. We need representation from the LEPC. So, I'm asking folks to step up and help."

**Scott Greene, Emergency Response/Transportation Subcommittee Chair, was absent so there was no report:**

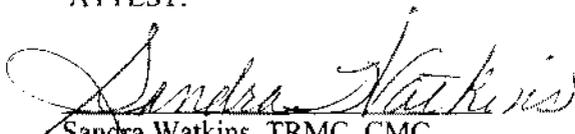
**NEW BUSINESS**

**Regional EPA Workshop** – Robert Hemminger commented, "Deer Park, along with the Southeast Region LEPC and City of LaPorte sponsored last year's EPA Regional Workshop at Deer Park's Jimmy Burke Activity Center and would like to do so again. We have set a tentative date of September 15, 2015 and will advise the location and time when they have been finalized."

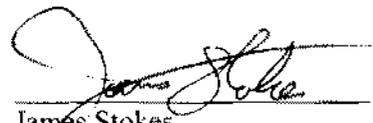
**NEXT MEETING**

The next meeting will be May 26, 2015 (4<sup>th</sup> Tuesday) at Deer Park City Hall.

ATTEST:

  
Sandra Watkins, TRMC, CMC  
Secretary/Treasurer

APPROVED:

  
James Stokes  
Chairman