

TO: Deer Park CAER/LEPC Team

2-192

SUBJECT: Minutes of October 27, 2015 - Hosted by the City of Deer Park

CALL TO ORDER

Chairman James Stokes called the meeting to order at 11:03 a.m.

INTRODUCTIONS

Self introductions were given by Kevin Wolf of the Deer Park Volunteer Fire Department.

PUBLIC COMMENTS ON LEPC MISSION/FUNCTION (3 MINUTE TIME LIMIT)

There were no comments.

MINUTES

Motion made by Buddy Rice and seconded by Danny Rouen to approve the August 25, 2015 minutes. Motion carried unanimously.

FINANCIAL REPORT

Motion was made by Robert Hemminger and seconded by Buddy Rice to accept the financial report for the months of September and October 2015. Motion carried unanimously.

COMMITTEE REPORTS

Jay Stokes, Executive Committee Chair, reported: Chairman Stokes reported, "The proposed 2016 budget was reviewed by the Executive Committee last week. The budget will be voted on at the next meeting. The total budget is \$186,500. We have over \$70,000 of unspent funds. We will reduce the \$186,500 by the \$70,000 to invoice to industry for their contributions. The industry will be invoiced \$116,500, which is divided out by the number of employees at the plants."

Robert Hemminger, Deer Park Emergency Management Coordinator and Deer Park LEPC Communications Subcommittee Chair, commented, "I wanted to make a comment in general about the budget process, and get feedback from the membership. There will not be a change this year. If you notice, we have a contingency amount for things that come up throughout the year that are in our budget. The Executive Committee discussed having a contingency fund balance that is set aside for large ticket expense items. The balance can roll over from year to year. It can be used for repairs to a siren system or committee awareness items. We chose not to budget this year, since we started the budget process. This can be budgeted next year. If anyone has any comments or thoughts, let the Executive Committee know for next year."

Robert Hemminger, Communications Subcommittee Chair, reported:

Robert Hemminger, Deer Park Emergency Management Coordinator and Deer Park LEPC Communications Subcommittee Chair, advised the LEPC on Level II and Level III incidents.

Kerry Collins, Vopak, reported, "There was an incident on August 31, 2015, a Level II that moved to a Level III for a potential fuel odor on the ship. It was contained on a ship."

Ron Wilson, Akzo, reported, "On October 20, 2015, a slouch line pump seal failed. It was contained within a few minutes.

Mr. Hemminger mentioned other incidents from September 29 and 30, but no report was given.

Rick Deel, Lubrizol, reported, "On October 4, 2015, there was a fire at Delta in a dumpster next to a box trailer. There were drums that read flammable liquids, but they were empty. The fire was contained within."

Stephen Greco, Shell reported, "On October 6, 2015, the Shell emergency response team responded to the Hexion site for an electrical fire. Resin was caught in the structure, which was classified as a Level II due to the smoke."

Norma Hysler, Community Awareness Subcommittee Chair, reported:

2016 Calendar – "Sandra Watkins, Secretary/Treasurer, has requested pictures to create a collage on each month of the plants. She hardly received any worthy photos. Some of the pictures are just the backs of everybody with no faces. More pictures are needed as soon as possible, perhaps pictures of the company logo."

Website Design – "We reached out to the Deer Park School District. They have a class on website design. They have shown us options and it will be a lot more user friendly. They are going to maintain and design our website."

Robert Hemminger, Emergency Services Director for City of Deer Park, commented, "I really like that idea. I am really glad the teacher who oversees the class was interested in joining that effort. It gives the students a real live website that they can manage and gives them experience working on a real website. It is also a cost savings to the LEPC."

Hot Zone Conference – "The Hot Zone Conference was a success. There were a lot of people who visited our booth."

Rick Deel of Lubrizol commented, "The Deer Park LEPC had the largest and best booth. It stood out. I think you all did a great job."

David Wade of Harris County commented, "As a Steering Committee Member for the conference, I appreciate the Deer Park LEPC for continuing to support the Hot Zone Conference. I received a lot of good feedback from people all over the nation on the booth."

Chairman Stokes thanked the volunteers who worked the booth.


Stephen Greco, Emergency Response/Transportation Subcommittee Chair, reported:

2015 Drill – No report at this time.

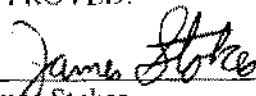
NEXT MEETING

The next meeting will be on December 1, 2015 (1st Tuesday) at Deer Park City Hall due to the Thanksgiving holiday.

ATTEST:


Shannon Bennett, TRMC
Acting Secretary/Treasurer

APPROVED:


James Stokes
Chairman

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