



# Local Emergency Planning Committee

Greater Baytown Area LEPC  
205 East Wye Drive  
Baytown, TX 77521

## AGENDA Meeting No. 401 November 15, 2022

1. Submission and approval of the minutes of the previous meeting
2. Standing Committee Reports
  - Communications – David Alamia (Given By Thomas Quinn)
  - Planning – Matt Trail
  - Emergency Response and Resources – Asst. Chief Ronald Roberts
  - Public Education and Information – Connie Tilton
3. Old Business
  - None
4. New Business
  - LEPC Expenditure Report
  - TCEQ LEPC Grant Application – Thomas Quinn
  - December Meeting
  - Incidents To Report
5. Good and Welfare
6. Adjourn



**Local  
Emergency  
Planning  
Committee**

**Greater Baytown Area LEPC  
205 East Wye Drive  
Baytown, TX 77521**

November 15, 2022

To: All LEPC Members

RE: Minutes of Meeting No. 401 Held November 15, 2022

The following people attended the meeting:

|                |               |                 |              |                |                 |
|----------------|---------------|-----------------|--------------|----------------|-----------------|
| Thomas Quinn   | Tony Irby     | Tammy Austin    | Trey Trahan  | Bryan Thompson | Jon Strohbenn   |
| Bill Everett   | Mike Tomerlin | Dan Heiken      | Andrew Ferry | David Wade     | Clint Pevehouse |
| Sadonnie Fults | Matt Trail    | Amanda Schonier |              |                |                 |
|                |               |                 |              |                |                 |
|                |               |                 |              |                |                 |

Meeting called to order.

October's meeting minutes were emailed to members prior to the meeting. The request was made for any corrections/questions/comments.

Motion to accept minutes was made by Matt Trail and seconded by Mike Tomerlin. Motion carried.

**Sub-Committee Reports:**

- **Communications** – Thomas Quinn: All sirens are in working order except for three sirens that are having battery or communication failures. Goddard Enterprise will perform maintenance on these sirens during the next PM cycle. RAVE transition is on schedule for January. They plan to conduct public outreach prior to the switch. They were required to get three quotes for the AM 1610 Radio station antenna roof top kit installation at the EOC. They have received two quotes so far and are waiting on the third.
- **Planning** – Matt Trail: Matt proposed a joint cyber exercise/drill to address cyber vulnerabilities and to demonstrate interoperability and Unified Command to include Exxon, City of Baytown and LEPC members who are interested. Matt recommends we form a committee/response group to develop a drill for May or June 2023.
- **Emergency Response and Resources** – Ronald Roberts: No Update
- **Public Education and Information** – Connie Tilton – No Update

**Old Business**

- None

New Business


- LEPC Expenditure Report – Tony Irby presented the monthly expenditure report for October. A motion to accept was made by Mike Tomerlin and seconded by John Strohben. Motion carried.
- TCEQ LEPC Grant Application – Thomas Quinn gave a short presentation on grant requirements and proposed grant projects. A motion was made to approve the submission of the application as presented by Bryan Thompson and seconded by Sadonnie Fults with a recommendation to include a cyber threat exercise as a grant project, not to exceed \$30k and be ranked as priority number one.
- Tony Irby wanted to remind everyone that we voted for the LEPC date to change to the 2<sup>nd</sup> Tuesday of each month starting in January 2023. Also, there will be no December meeting as usual.
- Incidents to Report:  
  
-None

Good and Welfare

- Matt Trail – Exxon held an annual media training drill focusing on media response team and City of Baytown OEM/Public Affairs to practice managing questions by a mock press.

Motion to adjourn was made by Mike Tomerlin and seconded by Matt Trail. Motion carried.

Signatures:

  
Misty Bridges  
Secretary

  
Tony Irby  
Chairperson

# LEPC Expenditure Report

Nov-22

## DEPOSITS

| Descriptions | Amount | Check # | Deposit Date |
|--------------|--------|---------|--------------|
|--------------|--------|---------|--------------|

|              |               |  |  |
|--------------|---------------|--|--|
| <b>Total</b> | <b>\$0.00</b> |  |  |
|--------------|---------------|--|--|

## EXPENSES

| Descriptions | Amount | Check # | Date |
|--------------|--------|---------|------|
|--------------|--------|---------|------|

|                                     |            |      |            |
|-------------------------------------|------------|------|------------|
| Baytown BPFPA Charitable Foundation | \$2,000.00 | 1136 | 10/12/2022 |
| Misty Bridges (October Pay)         | \$525.00   | 1137 | 10/19/2022 |
| Chickfila                           | \$368.36   | CC   | 10/20/2022 |

|              |                   |  |  |
|--------------|-------------------|--|--|
| <b>Total</b> | <b>\$2,893.36</b> |  |  |
|--------------|-------------------|--|--|

|                                      |                    |  |  |
|--------------------------------------|--------------------|--|--|
| Balance from <u>previous meeting</u> | <b>\$75,413.97</b> |  |  |
|--------------------------------------|--------------------|--|--|

|                       |                    |  |  |
|-----------------------|--------------------|--|--|
| Balance as of 11/8/22 | <b>\$72,520.61</b> |  |  |
|-----------------------|--------------------|--|--|

