

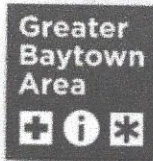


Local Emergency Planning Committee

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

AGENDA Meeting No. 422 September 17, 2024

1. Submission and approval of the minutes of the previous meeting
2. Standing Committee Reports
 - Communications – David Alamia
 - Planning – Wesley Hallof
 - Emergency Response and Resources – Asst. Chief Ryan Tucker
 - Public Education and Information – Connie Tilton
3. Old Business
 - Nurture Nature Festival– Saturday, October 12th (Need booth volunteers)
4. New Business
 - LEPC Expenditure Report
 - 2025 Budget Presentation
 - Strategic National Stockpile Presentation – Trey Frankovich
 - Incidents To Report
5. Good and Welfare
6. Adjourn



**Local
Emergency
Planning
Committee**

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

September 17, 2024

To: All LEPC Members

RE: Minutes of Meeting No. 422 Held September 17, 2024

The following people attended the meeting:

| | | | | | |
|-------------------|----------------|----------------|-----------------|---------------------|-------------------|
| Grant Cooley | Dalton Rein | Connie Tilton | Keith Roemer | Celedonio Cervantes | Bill Moore |
| Natalie Spencer | Alberto Garcia | Thomas Quinn | Christin Windus | Kevin Smith | Amanda Schonier |
| Amanda Kennington | Robert Marquez | Pernell Davis | Trey Frankovich | Jennifer Randolph | Kayliegh Olivares |
| Erik Pierce | Brian Heinz | Allysia Kizzee | Ronald Roberts | Ronnie Wilson | Demonte Willis |
| Carlton Porter | Tony Irby | David Alamia | Mark Guzman | | |
| | | | | | |

Meeting called to order.

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

Motion to accept minutes was made by Connie Tilton and seconded by Ronnie Wilson. Motion carried.

Sub-Committee Reports:

- Communications – David Alamia: Not much for updates. In November OEM and EOC will receive new radios. There is still some discussion of adding two new sirens to our system. These will be located near I-10 and 146/Kilgore.
- Planning – Wesley Hallof: Met last week to update the Baytown Hazmat Plan.
- Emergency Response and Resources – Asst. Chief Tucker – Working on the agreement for the CIMA Command trailer. Currently waiting on quotes for the electrical work.
- Public Education and Information – Connie Tilton – Nurture Nature Festival is coming up October 12th and we still need volunteers. Misty will email out the link again for those interested in signing up.

Old Business

- None

New Business

- LEPC Expenditure Report – Misty Bridges presented the monthly expenditure report for August. A motion to accept was made by Erik Pierce and seconded by David Alamia. Motion Carried.

- 2025 Budget Presentation: Presented a flat budget except for lowering the Public Education Committee and the Taxes line item. Connie Tilton made a motion to approve the 2025 Budget Proposal, David Alamia seconded. Vote was taken and motion carried.
- Trey Frankovich – Strategic National Stockpile Presentation over non-medical PODS
- Incidents to report:
None

Good and Welfare

- David Alamia – There was an incident at Raven and the safety director was out of town at the time. He wanted to remind everyone to make sure you put a good contact if you're offsite.
- Covestro – had a major exercise to put recommendations out to order SIP for subdivisions. The Fire Department normally issues those orders. They were good during a mass casualty exercise.
- Air Products – They had their annual drill and coordinated with ExxonMobil since they are their first responders.

Motion to adjourn was made by Robert Marquez and seconded by Dalton Rein. Motion carried.

Signatures:


Misty Bridges
Secretary

Tony Irby
Chairperson

LEPC Expenditure Report

DEPOSITS

24-Sep

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

| | | | |
|--------------|---------------|--|--|
| Total | \$0.00 | | |
|--------------|---------------|--|--|

EXPENSES

| Descriptions | Amount | Check # | Date |
|-------------------------------------|------------|---------|-----------|
| Awards and Engraving (Grant Money) | \$6,274.25 | CC | 8/14/2024 |
| Kings BBQ | \$559.69 | CC | 8/21/2024 |
| Misty Bridges (July and August Pay) | \$2,400.00 | 1179 | 8/21/2024 |

| | | | |
|--------------|-------------------|--|--|
| Total | \$9,233.94 | | |
|--------------|-------------------|--|--|

| | | | |
|--------------------------------------|--------------------|--|--|
| Balance from <u>previous meeting</u> | \$87,787.49 | | |
|--------------------------------------|--------------------|--|--|

| | | | |
|-----------------------|--------------------|--|--|
| Balance as of 8/31/24 | \$78,553.55 | | |
|-----------------------|--------------------|--|--|

2025 Budget Proposal

| <u>Income</u> | <u>2024 Budgeted</u> | <u>2024 YTD</u> | <u>Recommended 2025 Budget</u> |
|------------------------|----------------------|--------------------|------------------------------------|
| Annual Dues | \$20,000.00 | \$14,379.87 | \$20,000.00 |
| Total Income: | \$20,000.00 | \$14,379.87 | \$20,000.00 |
| | | | |
| <u>Expenses</u> | | | |
| Secretarial Services | \$14,400.00 | \$9,600.00 | \$14,400.00 |
| Meetings Food/Misc | \$6,500.00 | \$2,938.18 | \$6,500.00 |
| Office Supplies | \$300.00 | \$159.76 | \$300.00 |
| Postage Supplies | \$120.00 | \$27.20 | \$120.00 |
| Bank Fees | \$500.00 | \$0.00 | \$500.00 |
| Contractual Services | \$6,600.00 | \$3,020.00 | \$6,600.00 |
| Public Education | \$20,000.00 | \$0.00 | \$6,000.00 |
| Education and Training | \$500.00 | \$0.00 | \$500.00 |
| Taxes/Audit | \$4,500.00 | \$860.00 | \$2,000.00 |
| Miscellaneous Expenses | \$500.00 | \$0.00 | \$500.00 |
| Sponsorships | \$3,000.00 | \$1,000.00 | \$3,000.00 |
| | | | |
| Total Expenses | \$56,920.00 | \$17,605.14 | \$40,420.00 |

***Grant Expenses: \$37,120.53 expenses for the year not counted towards budget numbers**

LEPC Sign-in Sheet

Today's Date: September 17, 2024

| Print Name | Company | Email Address (If Not On File) |
|-----------------------|---------------------------|---|
| 1. GRANT COOLEY | ECOSERVICES | |
| 2. Dalton Rein | Pure Salt | |
| 3. Connie Tilton | ExxonMobil | On File |
| 4. Keith Roemer | ExxonMobil Pipeline | on file |
| 5. Federico Cedeno | Pure Salt | |
| 6. Bill Moore | DHS - CISA | on FILE |
| 7. Natalie Spencer | Air Products | the spencenm@airproducts.com |
| 8. Alberto Garcia | Palmer Logistics | |
| 9. Thomas Quinn | LEE COLLEGE | tquinn@lee.edu |
| 10. Christin Windus | Phoenix Pollution Control | Christinwa@phoenixpollution.com |
| 11. Kevin Smith | Phoenix | KevinS@phoenixpollution.com |
| 12. AMANDA SCHWIEK | SHELL PC | |
| 13. Amanda Kennington | GCCISD | amanda.kennington@gccisd.net |
| 14. Robert Marquez | GCCISD | |
| 15. Pernel Davis | HCPCT2 Commissioner | pernell.davis@pct2.hctx.net |
| 16. Trey Frankovich | Harris Co. Pub. Health | trey.frankovich@phs.hctx.net |
| 17. Jennifer Randolph | Chevron Phillips | randje@cpchem.com |
| 18. Gaylegh Olivares | HCPCT2 Commissioner | |
| 19. Erik Pierce | Chevron Phillips | erik.pierce@cpchem.com |
| 20. Brian Heinz | HCFMO | Brian.Heinz@fmo.hctx.net |
| 21. Allysia Kizzer | HM Baytown Hospital | akizzer@houstonmethodist.org |
| 22. Ronald Roberts | BAYTOWN FIRE | on file |
| 23. KONNIE WILSON | Exxon | on File |
| 24. Demonte Willis | Colonial Pipeline | |
| 25. CARLTON PORTER | centerpointenergy.com | carlton.porter@centerpointenergy.com |
| 26. | | |
| 27. | | |
| 28. | | |
| 29. | | |
| 30. | | |