

Local Emergency Planning Committee

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

AGENDA Meeting No. 410 September 12, 2023

1. Submission and approval of the minutes of the previous meeting
2. Standing Committee Reports
 - Communications – David Alamia
 - Planning – Matt Trail
 - Emergency Response and Resources – Asst. Chief Ronald Roberts
 - Public Education and Information – Connie Tilton
3. Old Business
 - Baytown Nurture Nature Festival – Saturday, October 14th from 10-4:00
 - Hot Zone Conference October 19-22, 2023
4. New Business
 - LEPC Expenditure Report
 - 2024 Budget Discussion
 - 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 12, 2023

To: All LEPC Members

RE: Minutes of Meeting No. 410 Held September 12, 2023

The following people attended the meeting:

Tony Irby	David Wade	Jami Navarre	Clifford Sorg	Daizja Dailey	Dan Heiken
Jermy Rawlinson	Brandy Padaleck	Ashlyn Campo	Thomas Quinn	Mark Winter	Jonathan Royder
Amanda Schonier	Pete Ortiz	Ronnie Wilson	Rick Kana	Kiska Boyd	Sam Vincent
Meredith Schimek	Kayliegh Olivares	Erik Pierce	Casey Carranza		

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 Ronnie Wilson and seconded by Clifford Sorg. Motion carried.

Sub-Committee Reports:

- Communications – Thomas Quinn: All sirens were working but now they have two that are failing that will be serviced. OEM is working with Dan Heiken to send out alerts for sirens. The Rave integrations has been completed but they are in the process of working out the kinks.
- Planning – Matt Trail: There will be a drill meeting tomorrow. The exercise is October 20th.
- Emergency Response and Resources – Asst. Chief Ronald Robert: The FD has been sending their team that is involved in the Texas Inter. Fire Mutual Aid System all over the state fighting wildfires. There are 22 people on the team.
- Public Education and Information – Connie Tilton: No update.

Old Business

- Nurture Nature Festival - Event is October 14th and we need volunteers to work the booth. Let Misty know if you’re interested in volunteering.
- Hot Zone Conference – attendees have been registered that requested to attend

New Business


- LEPC Expenditure Report – Misty Bridges presented the monthly expenditure report for September. A motion to accept was made by David Alamia and seconded by Thomas Quinn. Motion Carried.
- 2024 Budget Approval – Budget was presented at last month’s meeting. A motion was made by Erik Pierce and seconded by Ronnie Wilson. Motion carried, budget passed.
- Incidents:
- David Alamia wanted to compliment Chevron Phillips at always doing a great job sending out CAER line messages.

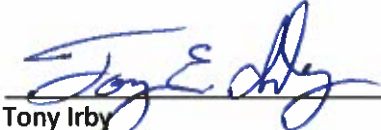
Good and Welfare

- David Wade – We are currently in peak hurricane season but there are no credible threats currently. We need to continue to watch out for gulf born storms. His office is still monitoring the drought.
- Erik Pierce – Chevron is two days into a rather large turnaround, and they have brought on about 3200 extra people.
- Thomas Quinn – They started their CERT class last week. There are still spots available and the class meets Thursdays from 6:30-8:30pm.
- Houston Methodist Baytown – October 18th they are hosting a safety fair from 11:30-2:00. If anyone would like to come, please reach out to Kiska Boyd to register.
- Harris County Precinct Two is hosting a Rape, Aggression and Defense training Monday through Thursday next week.

Motion to adjourn was made by Ronald Roberts and seconded by Clifford Sorg. Motion carried.

Signatures:


Misty Bridges
Secretary


Tony Irby
Chairperson

LEPC Expenditure Report

23-Sep

DEPOSITS

Descriptions	Amount	Check #	Deposit Date
Raven	\$250.00	107	8/8/2023
Dollar Days Credit (Grant Money)	\$65.21	CC	8/22/2023

Total **\$315.21**

EXPENSES

Descriptions	Amount	Check #	Date
CNA Surety	\$157.00	CC	8/8/2023
Kings BBQ	\$443.74	CC	8/9/2023
Misty Bridges (July and August Pay)	\$1,200.00	1162	8/9/2023
Amazon (SIP Kits Grant Funded)	\$1,022.95	CC	8/18/2023
Hotzone Conference (Grant Funded)	\$800.00	CC	8/19/2023
Awards and Engraving (Grant Funded)	\$3,173.00	CC	8/19/2023
Menards (SIP Kits Grant Funded)	\$4,236.85	CC	8/20/2023
Dollar Days (SIP Kits Grant Funded)	\$1,108.49	CC	8/20/2023
Amazon (SIP Kits Grant Funded)	\$3,678.00	CC	8/20/2023
Amazon (SIP Kits Grant Funded)	\$595.80	CC	8/21/2023
Baytown Firefighters Assn. (Sponsorship)	\$3,000.00	1163	8/22/2023
Amazon (SIP Kits Grant Funded)	\$106.08	CC	8/23/2023
Amazon (SIP Kits Grant Funded)	\$347.81	CC	8/25/2023
Hotzone Conference (Grant Funded)	\$600.00	CC	8/30/2023

Total **\$20,469.72**

Balance from previous meeting **\$146,740.53**

Balance as of 8/31/23 **\$126,586.02**

2024 Budget Proposal

<u>Income</u>	<u>2023 Budgeted</u>	<u>2023 YTD</u>	<u>Recommended 2024 Budget</u>
Annual Dues	\$20,000.00	\$17,121.30	\$20,000.00
Total Income:	\$20,000.00	\$17,121.30	\$20,000.00
<u>Expenses</u>			
Secretarial Services	\$7,200.00	\$3,600.00	\$7,200.00
Meetings Food/Misc	\$6,500.00	\$3,290.00	\$6,500.00
Office Supplies	\$300.00	\$75.76	\$300.00
Postage Supplies	\$120.00	\$75.00	\$120.00
Bank Fees	\$500.00	\$28.68	\$500.00
Contractual Services	\$6,600.00	\$0.00	\$6,600.00
Public Education	\$20,000.00	\$0.00	\$20,000.00
LEPC Scholarship Fund	\$5,000.00	\$0.00	\$5,000.00
Education and Training	\$500.00	\$0.00	\$500.00
Taxes/Audit	\$4,500.00	\$800.00	\$4,500.00
Miscellaneous Expenses	\$500.00	\$0.00	\$500.00
Sponsorships	\$3,000.00	\$0.00	\$3,000.00
Total Expenses	\$54,720.00	\$7,869.44	\$54,720.00

LEPC Sign-in Sheet

Today's Date: September 12, 2023

Print Name	Company	Email Address (If Not On File)
1. David Wade	HCOHSEM	on file
2. Tony IRBY	LCY ELASTOMERS	on file
3. Jami Navarre	BHISD	jami.navarre@bhisd.net
4. Clifford Sols	Energy Transfer	clifford.sols@energytransfer.com
5. Daizja Dailey	HTPCS	daizja.dailey@pes-hotx.net
6. Dan Heiken	Emerse Systems	on file
7. Jeremy Paulson	MBFX	jpaulson@monkschou.net
8. Brandy Padalecki	Resolute	brandy@resolute-response.com
9. Ashlyn Campo	Resolute	ashlyn@resolute-response.com
10. Thomas Quinn	BOEM	on file
11. MARK WINTER	SE Texas Tolson STR	mwinter@utmb.edu
12. Jonathan Royder		royderjd@yahoo.com
13. AMANDA SCHWIED	BPLC	AMANDA.SCHWIED@SHELL.COM
14. PETE ORTIZ	Shell Pipeline Co.	P.ORTIZ@shell.com
15. Ronnie Wilson	Exxon	on file
16. Rick Kane	BHISD	
17. Kiska Boyd	HMB	" "
18. Sam Vincent	Colonial Pipeline	
19. Meredith Schuck	Pure Salt	mschuck@puresalt.com
20. Daylegh A. Olivares	Harris County PCCO	
21. Erik Pierce	CPChem	on file
22. Casey Carmanza	BAYTOWN FIRE	"
23.		
24.		
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