



Local Emergency Planning Committee

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

AGENDA Meeting No. 399 September 20, 2022

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 – Vacant
 - Public Education and Information – Connie Tilton
3. Old Business
 - Vacant Position – ER & R Committee
4. New Business
 - LEPC Expenditure Report
 - Emerge Invoice – Budgeted line item in the amount of \$3,100
 - New Meeting Date – Proposed change to the 2nd Tuesday of each month
 - Public Safety Complex Informational Presentation – PD or FD Representative
 - 2023 Budget
 - Baytown Professional Firefighter’s Sponsorship – Casey Cook
 - 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 20, 2022

To: All LEPC Members

RE: Minutes of Meeting No. 399 Held September 20, 2022

The following people attended the meeting:

Ronald Roberts	Tony Irby	Dale Johnston	Dan Heiken	Trey Trahan	Eric Pugh
David Wade	Aaron Crowell	Eric Anderson	Mike Holden	Connie Tilton	Mike Tomerlin
Clint Pevehouse	Shawn Baglio	Mike Burlas	Tammy Austin	John Meyer	Dalton Rein
Michael Stinson	J. Salvatierra	Richard Curtis	Cameron Dens	Demonte Willis	

Meeting called to order.

August’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 Connie Tilton and seconded by Ronald Roberts. Motion carried.

Sub-Committee Reports:

- **Communications** – David Alamia: Rave transition is in progress and we should have accounts established to start Beta testing in October. The maintenance was performed on the sirens last week. All sirens are in working order with the exception of two sirens that require a radio upgrade that are on back-order due to supply chain issues. AM 1610 Radio Antenna Roof Top Kit was received and will be installed in October.
- **Planning** – Matt Trail: No Update
- **Emergency Response and Resources** – Vacant
- **Public Education and Information** – Connie Tilton – Connie says this is a big week for their committee. Robert is currently presenting the video and all materials to the principals at their meeting. The first drill/presentation is scheduled for Friday at De Ze Valle Elementary School. The press release is scheduled to be released at the end of the week.

Old Business

- **Emergency Response and Resource Vacant Position** – Asst. Chief Ronald Roberts was nominated for the position and he accepted the nominations. Vote was taken, motion carried.

New Business

- LEPC Expenditure Report – Misty Bridges presented the monthly expenditure report for August. A motion to accept was made by Mike Tomerlin and seconded by Connie Tilton. Motion carried.
- Emerge Invoice – Request to pay Emerge invoice in the amount of \$3,100. Motion made by Connie Tilton and seconded by Mike Tomerlin. Motion carried.
- Proposed New Meeting Date – Proposed changing the monthly meeting date to the second Tuesday of each month due to multiple scheduling conflicts. No objections made so the change will be voted on at the October meeting.
- Public Safety Complex Presentation – Asst. Chief Ronald Roberts gave a short presentation over the complex that is currently under construction.
- 2023 Budget Proposal – 2023 proposed budget only has a couple of minor changes including changing the CERT Rodeo Sponsorship Line Item to Sponsorship and upping the amount budgeted to \$3,000. In addition, Tony suggested upping the secretarial services line item to \$7,200 which would raise the pay to \$600 per month. A vote on the proposed budget will be taken at the October LEPC meeting.
- Baytown Prof. Firefighters Sponsorship – Casey Cook said the BPPFA throws a golf tournament every year from a fallen firefighter from 2004. She was asking for a \$2,000 donation to help with the event being held on September 30th. Connie Tilton made a motion, Mike Tomerlin seconded. Motion carried. Asst. Chief Roberts will send the information out for those wishing to register a team or sponsor.

- Incidents to Report:

-Chevron had a power outage that caused some flaring. Great work with the Harris County officials and the plant. Harris County Pollution Control also responded and conducting air monitoring for the event. They put their information live online.

-There was a small grass fire near the Raven Facility, but they were able to put it out quickly.

-There was a spill yesterday in the old Goose Creek Oil Wells. There was some impact on boat ramps and banks, but they are in the process of cleaning it up now.

-Matt Trail – They had an incident at their facility with a 3” hole in one of their 10” lines. The fire teams did a great job and they also put out a message on the CAER line.

-Blake White – Blake wanted to remind everyone to leave detailed notes when sending out an E-Notify. For instance, don’t just put fire as the incident if it’s just a grass fire. The initial information is so important for your partners to have.

Good and Welfare

- Asst. Chief Roberts – The 75 year anniversary is coming up for the City of Baytown. They have a 75 year old fire truck they are trying to restore. They are asking the community for help in reaching their goal of completing it in time. He will send out information if anyone is interested in donating.

- Eric Anderson – Chevron completed a full-scale exercise on August 25th. He said they did call and talk to someone here at the LEPC. He did get his critique items back if anyone is interested in that information.
- David Wade – Working on LEPC map to redefine the boundaries and he has a pretty good draft right now. He would like to get together next week to go over. Also, first notice came this morning on tropical activity. There is one now that they are watching close that is looking to be a major hurricane and could possibly head to the gulf. David said we will have industry briefings if Texas winds up in the cone of error.
- Tony Irby – Mobil phone number will be changing at the end of the month.

Motion to adjourn was made by Clint Pevehouse and seconded by Mike Tomerlin. Motion carried.

Signatures:

Misty Bridges
Secretary



Tony Irby
Chairperson

DEPOSITS**22-Sep**

Descriptions	Amount	Check #	Deposit Date
City of Mont Belvieu	\$200.00	106133	8/16/2022

Total **\$200.00**

EXPENSES

Descriptions	Amount	Check #	Date
CNA Surety	\$157.00	CC	8/17/2022
King's BBQ	\$543.68	CC	8/17/2022
Misty Bridges (August Pay)	\$525.00	1132	8/18/2022
Wix.com	\$181.86	CC	9/3/2022

Total **\$1,407.54**

Balance from previous meeting **\$88,197.00**

Balance as of 9/13/22 **\$86,989.46**

2023 Budget Proposal

	<u>2022 Budgeted</u>	<u>2022 YTD</u>	<u>Recommended</u> <u>2023 Budget</u>
<u>Income</u>			
Annual Dues	\$20,000.00	\$19,260.08	\$20,000.00
Total Income:	\$20,000.00	\$19,260.08	\$20,000.00
<u>Expenses</u>			
Secretarial Services	\$6,300.00	\$4,200.00	\$7,200.00
Meetings Food/Misc	\$6,500.00	\$2,823.96	\$6,500.00
Office Supplies	\$300.00	\$106.69	\$300.00
Postage Supplies	\$120.00	\$34.80	\$120.00
Bank Fees	\$500.00	\$0.00	\$500.00
Contractual Services	\$6,600.00	\$338.86	\$6,600.00
Public Education	\$20,000.00	\$18,578.39	\$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	\$1,000.00	\$500.00
CERT Rodeo Sponsorship	\$1,500.00	\$0.00	\$3,000.00
			Change name to Sponsorships to cover all
Total Expenses	\$52,320.00	\$27,882.70	\$54,720.00
<u>Banking</u>			
Community Resource	\$86,989.46		
Paypal (2022 Dues Paid)	\$11,278.08		
Total LEPC Assets	\$98,267.54		

LEPC Sign-in Sheet

Today's Date: September 20, 2022

Print Name	Company	Email Address (If Not On File)
1. Ronald Roberts	Baytown Fire	ronald.roberts@baytown.org
2. Dale Johnston	Colonial P/L	On the list
3. Dan Heiken	Emerge Systems	dheiken@emerge-systems.net
4. Trey Telo	Telo	on file
5. Tony IRBY	LCY ELASTOMERS	on file
6. Eric PUGH	WITT O'BRIEN'S	ep epugh@WITTOBRIENS.COM
7. David Wade	HCOHSEM	No change
8. AARON Crowell	Baytown PD	NO CHANGE
9. Eric Anderson	CPChem	" "
10. Mike Holden	Baytown PD	mike.holden@baytown.org
11. Connie Tilton	EM	On file
12. MIKE TOMERLIN	RAVEN	MIKE.TOMERLIN@RAVENCHEM.COM
13. CLINT PEVEHOUSE	RAVEN	clinton.pevehouse@ravenchem.com
14. SHAWN BAGLIO	ECO SERVICES	SHAWN.BAGLIO@ECOVSST.COM
15. Mike Burtas	QMI	On file
16. Tammy Austin	Energy Transfer	on file
17. John Meyer	Pure Salt	on file
18. Dayton Kern	Pure Salt	on file
19. Michael Strum	Harris County Polk	on file
20. J. Salvatierra	Colonial Pipeline	on file
21. R. CURTIS	CPC	ON FILE
22. Cameron Davis	PCS	cameron.davis@pcs.hctd.net
23. Demonte Willis	Colonial	on File
24.		
25.		
26.		
27.		
28.		
29.		
30.		