



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

**AGENDA**  
**Meeting No. 389**  
**November 16, 2021**

1. Submission and approval of the minutes of the previous meeting
2. Standing Committee Reports
  - Communications – Kerry Williams
  - Planning – Matt Trail
  - Emergency Response and Resources – Gustabo Torres
  - Public Education and Information – Connie Tilton
3. Old Business
  - None
4. New Business
  - LEPC Expenditure Report
  - Cancellation of 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 16, 2021

To: All LEPC Members

RE: Minutes of Meeting No. 389 Held November 16, 2021

The following people attended the meeting:

Kerry Williams	Tammy Myers	Robert Marquez	Connie Tilton	Matt Trail	Shawn Baglio
Mark Miget	Kristin Koblis	Gerard Gutowski	David Harmon		

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 Connie Tilton and seconded by David Harmon. Motion carried.

**Sub-Committee Reports:**

- **Communications** – Kerry Williams: Baytown has 22 sirens that notify the community of chemical emergencies. A maintenance plan has never been put into place and the batteries have to be replaced every five years. At the time, the sirens need 56 batteries at a cost of around \$200 each. Kerry is asking for a one-time budget of \$5,000 from the LEPC to purchase batteries to replace those in need. David Harmon made a motion, and it was seconded by Connie Tilton for the one-time purchase of batteries not to exceed \$5,000. Vote was taken and the motion carried.
- **Planning** – Matt Trail: No Update
- **Emergency Response and Resources** – Gustabo Torres: Not present
- **Public Education and Information** – Connie Tilton – Connie says they received the video, and the committee submitted a few changes. She is hoping to have something to show at the next LEPC meeting.

**Old Business**

- None

### New Business


- LEPC Expenditure Report – Misty Bridges presented the monthly expenditure report for November. A motion to accept was made by Kerry Williams and seconded by Matt Trail. Motion carried.
- December Meeting – A motion was made to cancel the December meeting by Kerry Williams, seconded by David Harmon. Motion carried.
- Incidents to Report: none

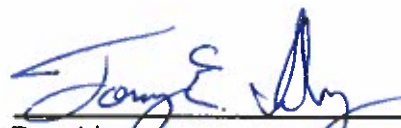
### Good and Welfare

- Matt Trail – Matt said his site is working on winter readiness checks around the facility. They updated their procedures after last years winter storm so they're making sure they're all set to go.
- David Harmon – David wanted to say they really appreciated the EOC's involvement in BOP's drill.
- Robert Marquez – Robert said they did an update on the Alertus beacons so they will be doing testing internally in the first week of December.

Motion to adjourn was made by Kerry Williams and seconded by Connie Tilton. Motion carried.

Signatures:

  
Misty Bridges  
Secretary

  
Tony Irby  
Chairperson

# LEPC Expenditure Report

Nov-21

## DEPOSITS

Descriptions	Amount	Check #	Deposit Date
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<b>Total</b>	<b>\$0.00</b>		
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## EXPENSES

Descriptions	Amount	Check #	Date
Misty Bridges (September Pay)	\$525.00	1120	10/12/2021
Kings BBQ	\$282.75	CC	10/20/2021
Myriad Global Media	\$16,054.80	CC	10/21/2021
Misty Bridges (October Pay)	\$525.00	1122	11/2/2021

<b>Total</b>	<b>\$17,387.55</b>		
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Balance from <u>previous meeting</u>	<b>\$119,352.38</b>		
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Balance as of 11/9/21	<b>\$101,964.83</b>		
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# LEPC Sign-in Sheet

Today's Date: November 16, 2021

Print Name	Company	Email Address (If Not On File)
1. HERRI Williams	Baytown OEM	
2. TAMMY Myers	ETC	tammy.myers@energytransfer.com
3. ROBERTS MANQUEZ	GOOSE CREEK CISD	
4. CONNIE TILTON	EXXONMOBIL	
5. Matt Trail	ExxonMobil	Matt.trail@exxonmobil.com
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