

**TO:** Deer Park CAER/LEPC Team  
**SUBJECT:** Minutes of May 26, 2009 - Hosted by the City of Deer Park

### CALL TO ORDER

Ron Crabtree, Chairman, called the meeting to order at 11:00 a.m.

### INTRODUCTIONS

Self introductions were given by Emily Oberton of Shell.

### PRESENTATION – VOPAK

Lawrence Waldron, Plant Manager for Vopak, reported, “On March 13, 2009 we had a tank overflow due to a valve misalignment resulting in approximately 3,000 gallons. This was a NTBE export market product which is stored in a series of tanks transferred from vessels to tanks and held for export. The lessons learned were: 1) outgoing communication notification went well, however, there were issues with the call back notification; and 2) utilization of the E-Notify System will allow for automated communication. We were happy with the response by our emergency personnel who foamed down the product, did waste water mediation and finalized soil removal. There are some hot spots close to the site of the tank with minimal environmental impact.”

Sam Pipkin, Deer Park Director Emergency Services, commented, “When their main dispatch notified me, there were no answerable call back numbers. I want to remind everyone of the need to provide Deer Park Dispatchers with an answerable call back number. I physically went to Vopak and still couldn’t make contact, and when asked for the EOC was carried to the scene. We have addressed these issues with Mr. Waldron. Vopak did place messages on the CAER line.”

Mr. Waldron continued, “To ensure corrective action, we will roll out, within the next three weeks, the fitting of tanks with radar level gauges and emergency shutdown monitors as part of our processes and procedures to, hopefully, ensure we don’t reach this level again. We are also setting priorities relating to immediate action and providing awareness training for our employees on alarm notification.”

Russ Kuykendall, San Jacinto State Park, asked, “We would like to that through communication with Kerry Collins, we now have an open dialogue with the Park Police for ongoing communications with Vopak.”

### MINUTES

Motion was made by Sam Pipkin and seconded by Ricky Anorga to approve the minutes of the April 28, 2009 meeting as submitted. Motion carried unanimously.

### FINANCIAL REPORT

Motion was made by Sam Pipkin and seconded by Chuck Wolf and carried unanimously to accept the financial report for April 2009 as follows:

LEPC Fund Balance	\$ 170,736.19
Wally Wise Guy Campaign	\$ 9,599.65

### COMMITTEE REPORTS

#### Ron Crabtree, Chairman Executive Committee, reported:

**Plant Manager Meetings** – “The LEPC Chairpersons will meet with the Plant Managers on June 17<sup>th</sup> to review current activities of the LEPC and highlight the importance of communications in the event of an incident; meeting attendance; and to keep industry representative information up-to-date. Each subcommittee chair will let the plant managers know what their continuing efforts are such as the E-Notify system, calendar, drills, etc.”

**ACTION ITEM:** *Subcommittee Chairpersons to submit to Chairman Crabtree by June 11, 2009 an itinerary of items they will be discussing at the Plant Manager’s meeting.*

**Budget 2010** – “The budget process for the 2010 budget will begin in June with draft requests to be presented to the LEPC at the August meeting.

#### Sam Pipkin, Communication Subcommittee Chair, reported:

**Aerial Maps** – “I have a sample map which I would like for members to review to ensure correct placement and names for each facility before final production.”

**Communication Procedures for Level III Notification (Tests)** – “The committee continues to work meeting monthly to establish standards for the entire Southeast LEPC Region.”

**ACTION ITEM:** *Update report on Level III communication processes at June meeting.*

**E-Notify** – “We are continuing the training and had new members (Evonik, ITC, Praxair and Oxy) attend the last session. Training sessions are held at 9:00 a.m. on Wednesday at the Deer Park EOC located in the Police Department at 2911 Center Street. Participants to date have been Ashland, Clean Harbors, Delta, Geo, Hexion, Rohm Haas Texas, Shell, Oxy, Rohm Haas – Lone Star, Texas Molecular, and Vopak. We are finding we still do not have correct e-mail addresses for some company representatives.”

Chuck Wolf asked, “Can messages be posted on the CAER line using E-Notify?”

Mr. Pipkin advised the E-Notify cannot post messages on the CAER line.

**ACTION ITEM:** *Representatives to continue training and to provide current e-mail address to Ms. Watkins.*

#### Sandra Watkins, LEPC Secretary/Treasurer reported for Beth Dombrowa, Chairwoman, Community Awareness Subcommittee:

**2010 Calendar** – “The committee has coordinated photos of school students and crossing guards and students involved in FFA for the 2010 calendar. Other photo opportunities are being scheduled, and photos from the Fire Department and the Totally Texas Festival will be reviewed for selection of photos for the calendar.”

**Sam Pipkin reported for Ed Hawthorne, Chairman, Emergency Response/Transportation Subcommittee:**

**Drill 2009** –“The tabletop drill was held on May 21, 2009 and was very effective, and there were some lessons learned. We will be doing a critique of the drill in the future. We will do a communications (radio/telephone) drill in 2010 and then a full scale drill in 2011.”

**Pipeline Study** - “Now that the drill is complete, meetings will resume and emphasis will be placed on updating the pipeline study.”

**Commodity Flow Study** – “We are looking at grant opportunities for this study, and will contact Texas A&M University to determine the process needed to put the study in place. This will be a two year process.”

Ricky Anorga asked that the North Channel be included in the study.

**NEW BUSINESS**

**Hurricane Conferences** – Sam Pipkin reminded everyone of the Industrial Hurricane Workshop to be held on June 10, 2009 at the Pasadena Convention Center from 8:00 a.m. – 12:00 noon with registration beginning at 7:30 a.m., and advised there will be representatives from the National Weather Service, State Office of Emergency Management and industry representatives from the cities of Orange and Texas City to speak on lessons learned during Hurricane Ike.


Sam Pipkin advised the LEPC that the Pasadena and Deer Park LEPC’s will be sponsoring their annual Hurricane Conference on June 9, 2009 at 5:30 p.m. at the Pasadena Convention Center.

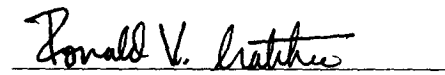
**NEXT MEETING**

The next meeting will be June 23, 2009 at Deer Park City Hall.

ATTEST:

APPROVED:

  
Sandra Watkins, TRMC, CMC  
City Secretary

  
Ronald V. Crabtree  
Chairman