

CITY OF DEER PARK
710 E. SAN AUGUSTINE STREET
DEER PARK, TEXAS 77536

Minutes

of

A MEETING OF THE EXECUTIVE COMMITTEE OF THE DEER PARK LOCAL EMERGENCY PLANNING COMMITTEE HELD ON NOVEMBER 10, 2009 IN THE BOARD ROOM OF THE BATTLEGROUND GOLF COURSE, 1600 GEORGIA AVENUE, DEER PARK, TEXAS WITH THE FOLLOWING MEMBERS PRESENT:

RON CRABTREE	CHAIRMAN
SANDRA WATKINS	SECRETARY/TREASURER
SAM PIPKIN	CHAIR, COMMUNICATIONS
BETH DOMBROWA	CHAIR, COMMUNITY AWARENESS
ED HAWTHORNE	CHAIR, EMERGENCY RESPONSE/ TRANSPORTATION
CHRIS HEXT	LUBRIZOL
DENNIS WINKLER	WINKLER PUBLICATIONS

CALL TO ORDER - Chairman Crabtree called the meeting to order at 11:00 a.m.

APPROVAL OF MINUTES

Motion was made by Sam Pipkin and seconded by Ed Hawthorne to approve the minutes of the September 8, 2009 Executive Committee meeting as submitted. Motion carried unanimously.

COMMITTEE REPORTS

Communications – Sam Pipkin, Chair, reported:

E-Notify – Mr. Pipkin advised the committee that industry members are using the E-Notify for actual events and that are doing the routine testing. He advised the committee that Vopak and ITC have joined the group. Deer Park and La Porte will receive end of month reports on who has used the system for the month either by testing or actual events. He continued his report by advising the committee that Dan Heiken is working on the 360 reporting system for industry.

Discussion then followed on the initial concept for the 360 notifications which was for notification to be sent to surrounding industry, and affected LEPCs.

Chairman Crabtree commented, "There are concerns by industry on who is currently receiving Level II and Level III notification through the E-Notify which needs review, however, the initial program was based on timely communications and effective identification of the level(s) of the incidents. The reinvigoration effort for smaller companies to meet the expectations of the LEPC for timely notification is still a concern which needs to be addressed as well."

Ed Hawthorne commented, "The Communications and Emergency Response/Transportation Subcommittees should consider reviewing the initial concept for the 360 notifications, use of the E-Notify System and the smaller industry notification procedures. We can collaborate on a training process to achieve these goals."

ACTION ITEM: Communications and Emergency Response/Transportation Subcommittee prepare a training program to incorporate the E-Notify System, 360 notification and small industry notification procedures into one process. (Sam and Ed)

Community Awareness - Beth Dombrowa Chair reported:

2010 Calendar – Ms. Dombrowa advised the committee that the calendar is in the first proof stage and will be reviewed by the Communications Subcommittee on November 27th. The goal is to have the calendars in homes/businesses by December 18, 2009.

Ed Hawthorne, Emergency Response/Transportation Preparedness Chair reported:

RMP 2010 Event – Mr. Hawthorne called upon Chris Hext of Lubrizol and Dennis Winkler, Winkler Publications.

Mr. Hext commented that a lady at the regulatory affairs has expressed concerns over the LEPC doing a community event on RMP regarding public information specific to worst case scenarios due to the chemicals and quantity requirements that are still considered private and not available to the public, so in planning the RMP event information should be acquired pertinent to those concerns and regulations.

Mr. Winkler gave an overview of the proposal for an RMP event in 2010 which reflects two scenarios: worst case and reality case. Mr. Winkler advised the scenarios are based on data received from the previous event survey that indicated residents had confidence that because industry has knowledge on how to prevent incidents they felt safer.

Mr. Hawthorne suggested a beginning point be the LEPC go back to the EHCMA and invite them to participate in Deer Park's RMP event to determine who, if any, of the facility managers are interested in participating.

Ms. Dombrowa suggested contacting the EHCMA outreach/community relations committee and Steve Oxley of the Deer Park Plant Managers Group.

After continued discussion on participants and funding, the consensus of the Committee was to seek official authorization from the full LEPC membership to prepare a schedule to present a RMP event in April 2010, around Earth Day.

ACTION ITEM: *To seek approval from the full LEPC membership at the November regular meeting, and to follow up with a schedule of events and participants.*

Pipeline Reference Manual – Mr. Hawthorne commented on the presentation (electronic) presented to the full LEPC membership at the October meeting and advised the committee that the pipeline data will be accumulated into a new pipeline reference manual which will also include updates to the Fire and Police procedures for responding to pipeline events, and communication procedures.

Commodity Flow Study - Mr. Hawthorne advised Ricky Anorga is working on the commodity flow study.

2009 Drill Wrap Up – Mr. Hawthorne advised the Emergency Response/Transportation Subcommittee will meet on November 24, 2009 to finalize details of the 2009 Drill.

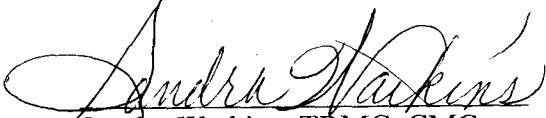
NEXT MEETING

The next meeting of the Executive Committee will be held January 19, at 11:00 a.m. at the Battleground Golf Course.


ADJOURNMENT

Chairman Crabtree adjourned the meeting at 12:45 p.m.

ATTEST:


Sandra Watkins, TRMC, CMC
Secretary/Treasurer

APPROVED:


Ronald V. Crabtree
Chairman