

*The Deer Park LEPC is a cooperative partnership between community, government, emergency response agencies, businesses, and industry striving to promote and maintain public health and safety by preparing for hazardous materials-related incidents as part of a comprehensive community program. Our goal is to protect citizens and the environment by providing hazard awareness education, training exercises, emergency response plans and an emergency notification system.*

DEER PARK LOCAL EMERGENCY PLANNING COMMITTEE

AGENDA

OF

A MEETING OF THE DEER PARK LOCAL EMERGENCY PLANNING COMMITTEE TO BE HELD AT CITY OF DEER PARK CITY HALL COUNCIL CHAMBERS, 710 EAST SAN AUGUSTINE STREET, AUGUST 28, 2018 BEGINNING AT 11:00 A.M. TO DISCUSS THE FOLLOWING BUSINESS:

Introductions

Presentation – New Siren System Project

Public Comments on LEPC Mission/Function (3 minute time limit)

Minutes – May 2018

Financial Report – May-July, 2018

Committee Reports

Executive Committee

Update to Bylaws –Audit

Communications

Review any and all Level 2 and Level 3 incidents

Community Awareness

Volunteer Opportunities – 2018

“Wally says...” Art Contest

2019 Calendar

Emergency Response/Transportation

2018 Drill

New Business

Meeting Schedule 2018 – Sept. 25, Oct. 23, Nov. 27

A handwritten signature in black ink that reads "Shannon Bennett". The signature is written in a cursive style with a horizontal line underneath the name.

Shannon Bennett, TRMC  
Deer Park LEPC Secretary/Treasurer

Posted August 24, 2018

**TO:** Deer Park LEPC

14-12

**SUBJECT:** Minutes August 28, 2018

### **CALL TO ORDER**

Chairman Jay Stokes called the meeting to order at 11:05 a.m.

### **INTRODUCTIONS**

Self-introductions were given by Chris Miller with GEO Specialty Chemicals.

### **PRESENTATION**

**Presentation** - Robert Hemminger spoke on behalf of a new siren system project. Mr. Hemminger gave an overview of the current outdoor warning sirens that the City of Deer Park has operated for almost three decades. It was one of the first projects for the LEPC, the original siren project started in 1987-1988. He commented on the newer technology and the benefits of updating the sirens. With a price tag of approximately \$500,000.00 for ten new siren sites, information was then obtained from the vendors and manufacturers regarding not replacing poles, speakers, etc. The vendor's recommendation is to only replace needed encoders and dispatch equipment, which activates the system and will still cost approximately \$190,000.00. The annual LEPC budget does not allow room for this type of expense and in speaking with the vendor, the project can be spaced out over several years. The Executive Committee will review the needs versus the budget and produce a plan for the siren project, then bring it before the entire membership.

### **PUBLIC COMMENTS ON LEPC MISSION/FUNCTION (3 MINUTE TIME LIMIT)**

None given.

### **MINUTES**

Motion was made by Mark Turvey and seconded by Trilby Cressman to accept the minutes of May 22, 2018. Motion carried unanimously.

### **FINANCIAL REPORT**

Motion was made by Trilby Cressman and seconded by Kevin Rodgers to accept the financial reports of May 22, 2018. Motion carried unanimously.

### **COMMITTEE REPORTS**

#### **Executive Committee, Jay Stokes reported –**

**Update to By-Laws – Audit** – Shannon Bennett advised the Committee that since the LEPC separated from the City and obtained its' 501c3 status, updates had to be made to the by-laws, Article 5, Miscellaneous Provisions regarding Financial Accountability. The main change is that there will not be a formal audit, but a review instead. A review is less expensive than an audit and we are recommending that we do a review on odd numbered years, beginning in 2019. The finances of the Deer Park LEPC are very basic, simply money in, money out, with no investments, as you can see in the reports that are provided with each agenda packet.

Motion was made by Christina Perez and seconded by Mark Turvey to accept the updates in the by-laws as recommended by the Executive Committee. Motion carried unanimously.

**Communications Subcommittee, Robert Hemminger reported:**

**Review of Level 2 and Level 3 Incidents** – Chris Miller with Geo Specialty Chemicals, reported a significant incident that was called out as a Level 2 incident on June 24<sup>th</sup>, 2018. Mr. Miller commented, “On the 24<sup>th</sup> of June, we had an operator working in our main operating unit. Through a series of multiple procedure failures, that was almost inconceivable to the original designers, while the operator was doing the routine cleaning activity, that we’ve done a thousand times, he’s done personally a hundred times, we had a series of errors that resulted in a small release of a hazardous material. It was Hydrogen Cyanide. The operator was exposed to that material and exited the operating area was able to call for help. We were able to respond immediately with our onsite Emergency Operations Team. We didn’t know at that point how big the incident was. We knew we had something happening inside the unit involving very serious materials, so we did immediately call 9-1-1 and start emergency services heading in our direction. The training our people get in emergency services, is first, don’t wait until your fully assess, so we made that call immediately. The Police reported that the Deer Park Fire Department responded with three ambulances in under 5 minutes. The first one arrived in two and one-half minutes. Law enforcement arrived about the same time-frame, so the response was pretty amazing. Our onsite team administered the antidote to that employee, which we are trained to do. Once he started feeling better, we administered a second dose of the antidote. While the emergency response was assessing the issue, we found that part of the problem of the release was approximately three pounds of materials very small, fortunately for us. We were able to contain and neutralize that material very, very quickly. It did not impact anybody outside of that immediate seven-foot radius.

The Deer Park Fire Department administered an antidote as well, just to be extra careful. The employee went to the hospital and the doctor said, “He looks perfectly fine to me, so the antidote works.” They kept him overnight for observation at least until the next day. All of the emergency response apparatus worked on site the way it was supposed to. The right protocol was followed. The outside response was excellent. Any questions I can answer about that incident?”

Robert Hemminger asked, “Do you happen to know, with that call to the 9-1-1 services, what was the time-frame for an E-Notify being sent in to the Dispatch Center or what would meet that requirement of getting that notification in?”

Chris Miller replied, “I think our notification went out approximately ten minutes which is slower because the security officer was making the 9-1-1 call to the dispatcher and providing all the information so that she could lock-in outside services and then contact E-Notify. I know there was some contact with Mario Saenz, who helped as a liaison between us and the Deer Park Fire Department. I think we had some good communication there as well. I think it all went well, the only thing that we didn’t do well, is the security officer did exactly as she was trained. She wrote a perfect message. She wrote that it was a Level 2 and sent it out as a task, which she does every week. So, she didn’t upgrade it to an actual Level 2 Emergency. That’s one area we need to be trained on.”

Robert Hemminger advised the membership that if you need emergency assistance, call 9-1-1 and not just rely on the E-Notify. Handle the 9-1-1, and then contact E-Notify.

David Wade suggested to split the responsibility of calling 9-1-1 and contacting E-Notify, especially to fence line neighbors. It’s important to have a second person in case one gets tied up handling the dispatch call.

Robert Hemminger reminded the members that the Dispatch Center can handle the E-Notify notification if necessary, but it will be the worst case scenario. It is better, however, if you can do it on your own behalf because you can offer more detailed information.

Dan Heiken gave an update on E-Notify training.

David Wade suggested to take this opportunity to train the next level of E-Notify users. There are still facilities that only have one user.

**Community Awareness Subcommittee, Christina Perez reported:**

**Volunteer Opportunities 2018** – “We ask that our industry partners volunteer once a year and we have three opportunities, all in October for you to volunteer. I will pass the sign-up sheet around.”

**“Wally Says...” Art Contest & 2019 Calendar** – “We received 48 entries for the ‘Wally Says’ art contest, which we’ve narrowed down and only have approximately six calendar pages to fill. We have plenty of runner-ups to fill those pages. It’s going very well.”

Jay Stokes encouraged everyone to please volunteer; we do have an obligation to the Hot Zone Conference.

Loretta French thanked everyone that participated in the Salute to Education and commented as to how smoothly it ran this year.

**Emergency Response/Transportation Subcommittee, Mark Turvey reported:** “The drill committee took the last couple of months off, like the LEPC, yet will meet after today’s meeting. We hope to create a few scenarios where the local LEPCs’ will have to communicate together on, that will affect all three jurisdictions. The drill scheduled for October 30<sup>th</sup>, 2018 with the exact location and time to be determined and a Hot Wash on Wednesday, November 7<sup>th</sup> with time and location to be determined. I want to publicly recognize Dena Mahan. She has offered to facilitate the drill because she is taking a special class at the Emergency Management Institute in Emmitsburg, Maryland. The plan for a three-year period is to complete a tabletop drill this year and expand the tabletop drill next year with a full drill in 2020.”

**NEW BUSINESS**

None given.

**ANNOUNCEMENTS**

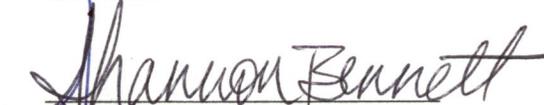
None given.

**NEXT MEETING**

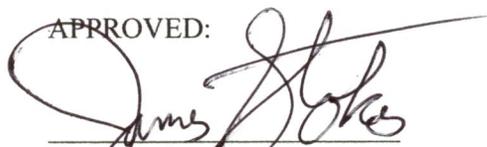
Jay Stokes announced the next meeting date of September 25th, plus the fall meetings of October 23rd and November 27th, will be held at City Hall.

Meeting adjourned at 11:35 a.m.

ATTEST:

  
Shannon Bennett, TRMC  
Secretary/Treasurer

APPROVED:

  
James Stokes  
Chairman