

*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 THE DEER PARK CITY HALL, 710 E. SAN AUGUSTINE, DEER PARK, TEXAS, ON DECEMBER 3, 2019 BEGINNING AT 11:00 A.M. TO DISCUSS THE FOLLOWING BUSINESS:

Pledge of Allegiance

Introductions

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

Minutes – October 22, 2019

Financial Report – November 2019

Committee Reports

Executive Committee

Proposed 2020 Budget

Presentation to Mark Turvey

Vice Chairman Appointment (Kevin Machemehl)

Emergency Response/Transportation Chair Appointment (Robert Campise)

Authorization to purchase new shelves to hold require industry permits at the Deer Park Library.

Communications

Review any and all Level 2 and Level 3 incidents

Community Awareness

2020 Calendar

Emergency Response/Transportation

2019 Drill Recap

New Business

Meeting Schedule 2020, Jan 28<sup>th</sup>, Feb. 25<sup>th</sup>, Mar 24<sup>th</sup>, Apr. 28th, May 26<sup>th</sup>, June 23<sup>rd</sup>, Aug. 25<sup>th</sup>, Sept. 22<sup>nd</sup>, Oct. 27<sup>th</sup>, Dec. 1<sup>st</sup>

A handwritten signature in black ink that reads "Shannon Bennett". The signature is written in a cursive style with a large, decorative initial 'S'.

Shannon Bennett, TRMC

Deer Park LEPC Secretary/Treasurer

Posted November 25, 2019

TO: Deer Park LEPC

14-49

SUBJECT: Minutes December 03, 2019

**CALL TO ORDER**

Chairman, Jay Stokes called the meeting to order at 11:00 a.m. Vice-Chairman, Mark Turvey led members in the Pledge of Allegiance of the United States and the Pledge to the Texas Flag.

**INTRODUCTIONS**

Self-introductions were given by first time visitors, Jared Sessum, EMS Captain with the City of Deer Park and Richard Lawhorn with the Harris County Fire Marshal's Office. Mr. Stokes asked all attendees to introduce themselves.

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

Mark Turvey, Vice-Chair, gave comments on the recent TPC site explosion in Port Neches, Texas. In viewing the website established for the incident, he noted the importance of the LEPC and all Emergency Responders roles in serving the Deer Park community.

**MINUTES**

Motion was made by Kevin Machemehl and seconded by George Tullgren to accept the minutes of October 22, 2019. Motion carried unanimously.

**FINANCIAL REPORT**

Motion was made by Andrew Smith and seconded by Robert Hemminger to accept the financial report of November 2019. Motion carried unanimously.

**COMMITTEE REPORTS**

**Executive Committee, Chairman, Jay Stokes reported:**

**Proposed 2020 Budget** – Shannon Bennett, Secretary/Treasurer advised that the Proposed Budget for 2020 is in the amount of \$239,700.00 and that it's very similar to the budget of 2019. Robert Hemminger commented that in the Communications Budget, the \$68,000.00 Siren Updates is for Phase II of the 3 year project, which unfortunately is now a 4 year project.

Motion was made by Robert Hemminger and seconded by Don Davis to approve the Proposed 2020 Budget. Motion carried unanimously.

**Presentation to Mark Turvey** – Jay Stokes, Chairman commented, “Mark Turvey, Vice-Chair has been such an asset to the Deer Park LEPC and challenged the LEPC as a whole in good ways.” He presented Mr. Turvey with a plaque for his service.

Mr. Turvey expressed what an honor it has been to work with such a great team who is engaged and has a passion about what they do. He commented on how outstanding the Deer Park LEPC website is and the work of Kenzie Copeland on that project, with the input of the Community Awareness Committee. He mentioned his first days of meeting Jay Stokes twenty-five years ago. Also how the Deer Park LEPC is still at the forefront nationally as an outstanding example of an LEPC.

**Vice Chairman Appointment** – Jay Stokes, Chairman asked for nominations for Vice-Chair other than Kevin Machemehl, whom the Executive Committee recommends. There were none. Motion was made by Mark Turvey and seconded by Don Davis to appoint Kevin Machemehl as the new Vice-Chair, beginning January 1, 2020. Motion carried unanimously.

**Emergency Response/Transportation Chair Appointment** – Jay Stokes, Chairman advised that Robert Campise is recommended to replace Kevin Machemehl as the Emergency Response/Transportation Chair. Mr. Stokes asked for nominations other than Robert. There were none. Motion was made by Mark Turvey and seconded by Buddy Rice to appoint Robert Campise as the new Emergency Response/Transportation Chair. Motion carried unanimously.

**Authorization to purchase new shelves to hold required industry permits at the Deer Park Library** – Shannon Bennett spoke on behalf of Christina Perez, Community Awareness Chair in her absence regarding the new shelves to be purchased to hold industry permits at the Deer Park Library. The quote for the shelves is \$3,434.72 and will aesthetically look like the library shelves. Ms. Bennett advised that the permits cannot be housed electronically per State law.

Motion was made by Don Davis and seconded by Mark Turvey to approve purchase of the new shelves. Motion carried unanimously.

**Communications Committee Chair, Robert Hemminger reported:** “The siren upgrade is continuing and there are no new changes from the last meeting. We anticipate having the amount for the additional repairs prepared for a City Council meeting in January. The LEPC will repay the City that amount in the fourth year of the Siren Project.”

**Review of Level 2 and Level 3 Incidents** – No reports given.

**Community Awareness, Shannon Bennett in Christina Perez’ absence reported:**

**2020 Calendar** – “The calendar is complete and at the printers. It’s to be delivered to the Post Office on Friday, December 6, 2019.”

**Emergency Response/Transportation Chair, Kevin Machemehl reported:**

**2019 Drill Recap** – “We had the drill on November 6<sup>th</sup> and had very good participation. We had

Simulation Cell at Lubrizol, and Mark and I ran that. There was good participation from La Porte, Deer Park and Southeast Regional LEPCs. From what I read, there was good dialogue that came from the PIO's. The City of Deer Park being the one of getting the PIO's together, who then can form the opinions and get the message out to the community, which will be the 'same' message. The Drill went as we were hoping and now we will be planning for a Full Function Drill in 2020."

**NEW BUSINESS**

There was none.

**ANNOUNCEMENTS**

Phillip Arroyo announced the Annual Gift of Christmas donation barrels around town, along with Santa around town information on the website and Facebook page.

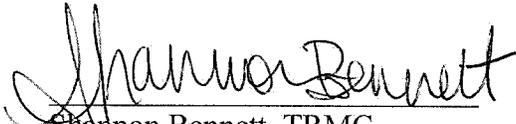
Robert Hemminger announced the need to sign up for Company Overviews in 2020 or ideas of guest speakers.

**NEXT MEETING**

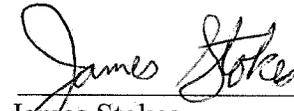
Mr. Stokes announced the next meeting will be Tuesday, January 28, 2020.

Meeting adjourned at 11:38 a.m.

ATTEST:

  
Shannon Bennett, TRMC  
Secretary/Treasurer

APPROVED:

  
James Stokes  
Chairman