LOCAL EMERGENCY PLANNING COMMITTEE
Minutes
February 20, 2014

ATTENDEES

Shayne Carter	Fluor Corporation
Ron Drachenberg	Fort Bend County
Stacy Slawinski	Fort Bend County
Raymond Engelhardt	NRG Energy
Denise Lee	John Crane Production Solutions
Ed Norman	FBC OEM
Alan Spears	FBC OEM
Bob Stone	FBC OEM
Vic Wade	Dow Chemical
David Walker	TDCJ Jester III Unit
Chuck Wolf	Media Consultants

The February meeting of the Fort Bend County LEPC was called to order at 3:00 pm by Chairman Raymond Engelhardt. Raymond thanked everyone for their attendance and mentioned to all to be sure to sign the LEPC roster before leaving.

MINUTES – Approval

The attending members of the Fort Bend County LEPC were asked to review the minutes from the November 12, 2013 meeting. A motion to accept the minutes was made by Alan Spears and 2nd by David Walker. Motion for approval of minutes passed.

TREASURER'S REPORT

Current account balance:	Checking	$191.86
	Savings	$7.575.33
	Total	$7,767.19

A motion was made by Ron Drachenberg to accept the Treasurer's report and 2nd by David Walker. Motion for approval of Treasurer's report passed.

Raymond Engelhardt went on to state that subsequent to the above report, a check for $37.50 was generated to cover the continuing cost of website maintenance for the Fort Bend County LEPC.

COMMITTEE REPORTS

Public Education – Ron Drachenberg

Alan Spears inquired as to the status of the grant. Currently it is believed that the in-kind match is covered by what was submitted by TTI. Furthermore it was the general consensus of the LEPC members present that, "No news is good news."

It was also mentioned that the county was updating its major thoroughfare plan with assistance from Fort Bend County Engineering. Once drafted, a request was made to

present the revised plan before the Fort Bend LEPC. During this discussion, a question was raised as to the best method to tactically roll out the new plan once finalized. At this time, it was the consensus of everyone present that sending the plan to each City Emergency Management Coordinator and the OEM would prove to be most effective.

Administrative Finance –

Raymond Engelhardt reported that the LEPC had received 2 donations for $500 and $250.

Hazardous Materials – Mike Hafer/Ray Burciaga

No members present had knowledge of any incidents in and around the county.

No change in pipeline activity throughout the county.

Several members recalled hearing of a recent oil well blowout but no specifics were available at the time of this meeting.

Emergency Response – Alan Spears

It was noted that there is training available through the Homeland Security Grant.

It was further noted that…

- TRT would be conducting a training exercise next month.
- TEEX would be conducting training on confined space entry and structural collapse.

OLD BUSINESS

After an extensive discussion regarding the LEPC website, a motion was made by Shayne Carter with a 2nd by Ed Norman to make the changeover to PIERS. The motion was carried and the abstention by Chuck Wolf was duly noted. It should also be noted that there is no cost associated with using PIERS to host the Fort Bend LEPC website. Other sites – such as GoDaddy - would have cost the LEPC ~$100/yr. The website will now be located at www.FBCOEM.org/go/doc/1528/1523783 and there are no constraints with regards to the number of documents, photos, links, etc. that can be uploaded to the new website.

The website consultant for the LEPC will begin by (1) uploading a new photo of the Fort Bend LEPC officers, (2) updating the online contact list and (3) uploading the newly revised & signed LEPC By-Laws to the new LEPC website hosted by PIERS.

Mention was also made that some members are already trained on the PIERS system; therefore, there are now other individuals aside from the consultant that could assist should the need arise.

NEW BUSINESS

Previously, during the November 2013 LEPC Meeting, Alan Spears asked about the LEPC donation letter that had been sent out to all of the companies in Fort Bend. In response, Shayne Carter mentioned at this month's meeting that he would draft a letter instituting both a dues structure and indicating that employers had an obligation to have a representative participate on the LEPC. Therefore, it was decided that it would be best to further table this discussion until the February 2014 meeting.

ANNOUNCEMENTS

- The Cat Spring VFD is holding its 2014 Annual BBQ & Auction Fundraiser on Saturday, April 26th.

NEXT MEETING DATE

March 20, 2014 at 3:00 pm

ADJORN:

Raymond asked for a motion to adjourn
Shayne Carter made a motion to adjourn and 2nd by David Walker
Motion for adjournment passed
Meeting adjourned at approximately 4:00 pm

Prepared and submitted by: Denise Lee

Raymond Engelhardt, Chairman
Shayne Carter, Vice Chairman
Denise Lee, Secretary / Treasurer

Approved By: Raymond Engelhardt