

**MINUTES**

On September 3, 2015, the Potter & Randall Local Emergency Planning Committee (LEPC) met at 1:30 p.m. at the Simms Municipal Building, located at 808 S. Buchanan Street, in the Amarillo/Potter/Randall Emergency Operations Center Executive Room for a regular meeting.

VOTING MEMBERS	PRESENT	NO. MEETINGS HELD SINCE APPOINTMENT	NO. OF MEETINGS ATTENDED
<b>Individual Members</b>			
Kevin Starbuck, Chair	Present	4	4
Rusty Dillon, Vice Chair	Present		2
Lonnie Bowen	Absent		1
Lee Drury	Absent		0
Jarrold Dunavin	Present		2
David Ferril	Present		2
Wayne Hardin	Absent		2
Linda Kelley	Present		3
Walt Kelley	Absent		1
Shannon Lanier	Absent		1
David Lorenz	Present		2
Michael Powers	Absent		2
Jay Sandridge	Present		2
Randy Smith	Present		2
Judith Weshinskey-Price	Absent		1
Theresa West	Present		4
Chip Orton	Present	2	2
Maribel Martinez	Absent		0
Brad Britten	Present	1	1
<b>Organizational Members</b>			
AFD (Jerome Drerup)	Present	4	4
APD (Perry Gilmore)	Absent		2
CFD (Mike Webb)	Absent		1
EPNG (Dustin May)	Absent		0
PCFR (Richard Lake proxy George Samples PCFR Asst Chief)	Absent		1
RCFD (James Amerson)	Absent		2
RE (Charlie Rivas)	Absent		0
TS (Pierce Pillon)	Absent		1
TXDoT (Howard Lyons)	Absent		2
Talon LPE (Oscar Herrera)	Absent		1
<b>Members-At-Large</b>			
TCEQ (Guy Wilkins {David Durst})	Absent	3	1

Organizational/Member-At-Large acronyms: AFD – Amarillo Fire Department, APD – Amarillo Police Department, CFD – Canyon Fire Department, EPNG – El Paso Natural Gas, PCFR - Potter County Fire Rescue, RCFD – Randall County Fire Department, RE – Rivas Environmental, TCEQ – Texas Commission on Environmental Quality, TS – Tech Spray, TXDoT – Texas Department of Transportation, & Talon LPE

Also in attendance were:

- Martin Birkenfeld      Captain, Amarillo Police Department
- Terry Bavousett      Interim Manager, Amarillo Emergency Communications Center
- Melissa Brannan      Damage Prevention Manager, Texas 811

**ITEM 1: Call to Order.** Mr. Starbuck established a quorum and called the regularly scheduled meeting of the Potter & Randall Local Emergency Planning Committee to order at 1:30 p.m.

**ITEM 2: Approval of minutes from the meeting held on March 5, 2015.** Motion was made by Mr. Sandridge, seconded by Mr. Drerup and unanimously carried to approve such minutes.

**ITEM 3: Consider recommendation(s) for LEPC membership.** Mr. Starbuck informed the committee that Ms. Judith Weshinskey-Price (City of Amarillo, AECC) has resigned her position as Manager of Amarillo Emergency Communications Center (AECC) to accept and new position in Jefferson County, Colorado. Mr. Terry Bavousett is currently serving as the Interim Manager for AECC and Mr. Starbuck requested that he be considered for membership to the LEPC. Motion was made by Mr. Sandridge, seconded by Ms. Kelley to present the membership request to the County Judges for approval. Approval

of membership is at the discretion of the Potter and Randall judges and the State Emergency Response Commission (SERC).

Mr. Starbuck discussed the required Texas Open Meeting Act training that is required by all members of the LEPC. He directed the membership to check with Mr. Britten to check status of their training. Mr. Starbuck also mentioned that the LEPC is not a City or County appointed commission or board.

**ITEM 4: Presentation and Discussion concerning hazardous materials incidents that have occurred since the last LEPC meeting.** Mr. Starbuck summarized Level II hazardous materials incident that occurred on August 21, 2015 at St. Francis & River Road within the City of Amarillo. He also read a letter that Captain Herndon of the Amarillo Fire Department (AFD) submitted to the LEPC reviewing the August 31, 2015 Hall County Hazmat Incident.

**ITEM 5: Discussion and Consideration of Annex Q, Hazardous Materials Response Plan Revision.** Mr. Starbuck discussed the revision of Annex Q of the Amarillo/Potter/Randall Emergency Operations Plan. Three meetings were held to review and update Annex Q. Committee Members were: Brad Britten, A/P/R OEM; Jerome Drerup, AFD; Mark Lusk, AFD; Perry Gilmore, APD; Mike Webb, Canyon FD; James Amerson, Randall County FD; Richard Lake, Potter County FD; Linda Kelley, Bell Helicopter; Jay Standridge, Owens Corning. The plan was reviewed by the membership. Jarrod Dunavin from Asarco identified a correction and Mr. Starbuck said we would validate the City of Amarillo water treatment plant information. Mr. Drerup moved to accept the Annex Q revision as corrected and seconded by Mr. Dillon.

**ITEM 6: Presentation on the update of the Hazard Communication Standard (HCS).** Mr. Sandridge and Mrs. Kelley gave a presentation on how the OSHA Hazard Communication Standard (HCS) has been aligned with the Globally Harmonized System of Classification and Labeling of Chemicals (GHS).

**ITEM 7: Presentation on upcoming events and activities.** Mr. Starbuck informed the committee that the EPA LEPC Workshop will be at the Lubbock County Annex on September 9<sup>th</sup>, 2015. This workshop will be very similar to the LEPC workshop that was held in Amarillo in 2014. A topic that will be discussed at the workshop will be the transition of TIER II reporting from the Department of State Health Services to the Texas Environmental Quality Commission. 2015 Hot Zone Conference in Houston will be held on October 22<sup>nd</sup>, 2015 through October 25<sup>th</sup>, 2015. ICS-300 is being offered in Lubbock September 29<sup>th</sup> & 30<sup>th</sup>. G-318 Local Mitigation Planning Workshop, G-557 Rapid Needs Assessment, G-270.4 Recovering from Disasters: the local role will be offered in Lubbock in October. Check on PreparingTexas.org for more details. Mr. Starbuck reminded the members the LEPC meetings are scheduled on the first Thursday of the last month in the quarter so the next meeting will be December 3, 2015.

**ITEM 8: Public Comments.** Mr. Sandridge discussed the road construction issues on South Loop 335. Mr. Starbuck stated TXDOT has said completion of Loop 335 would be 2025. The LEPC will check with TXDOT to possibly present on construction updates at a future meeting.

**ITEM 9: Adjournment.** There, being no further business, Mr. Sandridge moved to adjourn the meeting. The motion was seconded by Mr. Orton and the meeting adjourned at 2:35 p.m. This meeting was recorded and all comments are on file with the City of Amarillo Office of Emergency Management.