

STATE OF TEXAS  
COUNTIES OF POTTER & RANDALL  
CITY OF AMARILLO

## MINUTES

On December 19, 2019, 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.

### **Members in Attendance.**

Chip Orton, Director, Amarillo Area OEM  
Jayme O'Donnell, Administrative Assistant, OEM  
Max Dunlap, Deputy Director, Amarillo Area OEM  
Chrystal Belt, Amarillo Area OEM  
Alice Ely, Amarillo Area OEM  
Rusty Dillon, Amarillo College  
Michael Powers, Tyson Fresh Meats  
Dennis Gwyn, Randall County Fire Department  
Sumner Wingo, Texas Commission on Environmental Quality (TCEQ)  
Mike Webb, Canyon Fire Department  
Derek Mincey., VA Healthcare System  
Zach Wilson, High Plains Food Bank  
Brad Britten, Texas Department of State Health Services (DSHS)  
Joe Greene, Kimrad Transport, LP  
Greg Pohlmeier, Kimrad Transport, LP  
Ruben Franco, Phillips 66  
Mark Price, Amarillo Area Public Health Department  
Kevin Clayton, Amarillo ISD  
Paul Bourquin, Amarillo ISD  
Aubrey Garrett, BNSF Railway  
William Forbes, BNSF Railway  
Justin Gee, BNSF Railway

### **Call to Order.**

The meeting was called to order at 1:30 PM. Chip Orton welcomed all attendees.

Chairman, Gary Sefton, was absent. Vice Chair, Rusty Dillon, delegated Chip to lead the meeting. Introductions were made around the room.

### **1. Public Forum.**

There were no comments brought forward by the public.

## **2. Approval of minutes from the meeting held on September 19, 2019.**

There were no revisions made. Dennis Gwyn made a motion to approve; Rusty Dillon seconded. The motion passed.

## **3. Consider recommendation(s) for LEPC membership.**

Joe Green desires to join as an Organizational Member.

Derrick Mincey will join as a Member-at-Large.

Zack Wilson will join as a Member-at-Large.

Memberships must be approved by the County judges, then an updated list will be sent to the State (TDEM). If there are others who decide you want to join, please contact Max or Alice following the meeting.

Chip explained that we send notifications via list serve, which allows us to hit one email group rather than several individual emails. This helps us ensure that we don't miss anyone. He asked that if you want to be added to the LEPC list serve to receive email notifications, please let him know before you leave today.

## **4. CERT Program Updates.**

Max gave an update of CERT:

The CERT program is a volunteer program. The program and curriculum are backed by FEMA. They come to Basic Academy and train in triage, light search & rescue, fire safety, first aid, etc. They become actual first responders, already vetted, and able to assist in their neighborhoods, if needed. CERT may be activated for events or incidents. We have a diverse group of members, ranging in age from 20-65+. Minimum age requirement is 18. We currently have:

- 92 interested parties
- 35 still in training
- 25 have completed training and are ready to deploy

CERT can be organized at neighborhood level or at business level. If you have an interest may contact Max or any of us in OEM. We meet monthly for training and updates.

Dennis Gwyn asked if we have considered opening to AACAL students. Chip responded that after CERT is well-established, we will consider creating a Teen CERT Program.

We applied for an LEPC grant last year and were awarded \$10,000 to purchase CERT equipment, including training materials and GO Kits (62 kits have been created). All CERT items have been received and inventoried. GO Kits are given to participants who complete training and all requirements.

Upcoming CERT Trainings: Shelter Operations. Interested persons can contact Max Dunlap for more information.

## **5. Review last quarter's Hazardous Materials Incidents**

We had a busy quarter for HazMat:

- 9/22/2019 – Overturned truck lost 200 gallons of diesel fuel. TECQ was notified and Potter County Fire Rescue laid absorbent.
- 9/26/2019 – Interstate Batter vehicle was in an accident and had damaged batteries leaking acid. AFD HazMat team was dispatched to the scene; they reported the incident as non-reportable.
- 10/14/2019 – Car carrier turned over; 50 – 75 gallons of diesel spilled.
- 10/16/2019 – 3269 Commerce Street; a strong smell was reported. Both HazMat teams were dispatched. Required industrial cleaning of drains. No evacuations were necessary.
- 10/23/2019 - 3269 Commerce Street; booby-trapped safe; one vial of tear gas was breached. HazMat teams found the remaining vial intact. Station 2 ensured the vial was rendered safe and TCEQ called arranged for the Bomb Squad to incinerate it.
- 11/6/2019 – SpeedCo on I-40; small natural gas leak was contained quickly by ATMOS.
- 11/21/2019 – 5201 W. Farmers Avenue, Amarillo. Gas line was hit during trenching operations.
- 11/22/2019 – Coulter Road near Rib Crib, Gas line breached during utility work; Coulter was briefly closed. The gas was tunneling under the street, so the street was closed about an hour and a half.
- 12/6/2019 – Gas main ruptured during construction operations in front of BSA Hospital.

## **6. Finance Review – vote on allocating funds to presentation materials.**

Michael Powers, LEPC Treasurer, gave a summary of the LEPC Account. There is a balance of \$4500 in the LEPC account.

Max Dunlap proposed that we vote to purchase equipment for the LEPC to do outreach in the community. The purchase of display equipment will allow us to be more effective in public outreach. We will look into participating in Business Connections in May.

Our LEPC used to participate in Business Connections annually. The venue allowed us to public outreach and make the LEPC and its mission known. However, as membership waned, OEM became responsible for planning and manning it, and as a small office, we were unable to sustain it on our own. It needs to be an LEPC endeavor.

LEPC members also need to think about if we should continue to float CERT. Since the LEPC grant paid for CERT equipment, we should consider if we are okay with Continuing to help support CERT. Perhaps up to \$1000 a year to help with equipment to keep CERT going.

Rusty Dillon made a motion to vote on whether to buy display equipment for public outreach, with a cap of \$2500; Michael Powers seconded the motion. The motion carried.

We will come to the next meeting with cost information for participation in Business Connections.

## **7. Jurisdiction Grants.**

LEPC Grant –

We can apply for another LEPC grant this year. The state will only allocate the funds between three counties. We will have to prove to the state that we are following Texas Guidelines.

Mitigation Grant –

Hazard Mitigation Planning Grant (HMPG) are available for different types of projects that are addressed in our Mitigation Action Plan. This includes any project that will mitigate a hazard. Funds only available if there has been a disaster declaration in the state. Funds are initially made available for the counties affected by the disaster; remaining funds are then opened up to the remainder of the state. We recently applied for funds to purchase generators. If you have needs, please let us know. We will contact you for more information if the grant is extended to unaffected jurisdictions.

## **8. Jurisdiction Thira.**

Threat Hazard Identification and Risk Assessment –

We assess all the potential hazards for our jurisdiction and rate each risk to as it pertains to Life, property, and readiness. Our THIRA is in process and includes all of Potter and Randall Counties. It helps us determine how to write our plans. When the plan is written, the LEPC will review it and can make recommendations to improve it or accept it as written.

Top Hazards Identified:

- Wildfire - 86% (Natural)
- Flood - 50% (Natural)
- Communication Failure - 61% (Technological)
- Information (Cyber) Failure - 44% (Technological)
- Communication Failure - 61% (Technological)
- Chemical Exposure - 50% (HazMat)
- Small HazMat - 50% (HazMat)
- Mass Casualty Incident - 33% (HazMat)
- Kidnapping - 50%
- Hostage - 39%

## **9. Discussion of Upcoming Exercise Activity.**

The T-610, Disaster Finance course which will be held leading up to a Financial Tabletop exercise.

The Complex Coordinated Terrorist Attack (CCTA) Full-scale exercise coming up in May. We will exercise several areas of response:

- 5th man concept
- Staging
- Medical triage & transport
- Radio system (Randall County & interoperability)

BNSF Functional HazMat exercise is coming. There will be two tabletop exercise leading up to it.

Members are invited to share ideas for other exercises that we may need to do.

Chip shared his goal for OEM to create packaged Tabletop exercises that we can do easily with minimal planning and time commitment. We want to be able to offer them to the business community as a service

## **10. Presentation of Emergency Management Training Opportunities.**

- CERT Basic Academy - Spring (TBD)
- G-191 - October 2020 (Tentative)
- G-775 - October 2020 (Tentative)
- ICS-300/400
  - August 2020
  - January 3-5, 2020 – Dalhart
  - January 17-19, 2020 – Dalhart
  - Pantex/Carson County/Armstrong County – TBD
- All members must take the Open Meeting Act Training and submit certificates to the Information Officer (Alice) or Max.

## **11. New Business.**

Sumner Wingo shared about TCEQ's new monitoring equipment with a telemetry package that allows them to monitor for VOC's in neighborhoods. They can send a PID to a site, it takes readings and sends the information to a laptop, which then sends the readings to TCEQ in Austin.

Joe Green asked if the HazMat Route will be reevaluated and be redesignated to the Southeast Loop. That went away when the Loop 335 construction started, but the construction is done

now in that area. Chip said that's a question for TX DOT, but Joe said they put him off to the LEPC. We will check into it and try to get that information before next meeting.

Chip designated that TIER II requests must be made to TCEQ. \*\*\*\*

Chip discussed the new City policy regarding photography in public buildings.

Chip asked if there were any closing comments. There were none.

**Closing.**

Dennis Gwynn made a motion to adjourn; Rusty Dillon seconded the motion. The motion carried.

CB/AE

\*\*\*\* Correction: The Texas LEPC Guide states that we shall have a procedure to accept and process Public Information requests. Potter and Randall LEPC will abide by City of Amarillo policy to process Public Information requests.