



ORANGE COUNTY  
LOCAL EMERGENCY PLANNING COMMITTEE  
Meeting Minutes  
November 8th, 2017

- **Welcome & Self-Introductions** -
  - Mark welcomed everyone.
- **Approval of the June Meeting minutes:**
  - **Motion ; Second: ; Carried.**
- **Treasurer's Report:** Aleta C
  - Current balance is \$49,719.83 A more detailed will be available at the next meeting.
- **Committee Reports:**
  - Communications** -
    - No report
  - Planning/Programs**- Aleta Cappen -
    - No report
  - Warning Signs**- Lee Ann Brown-
    - No report
  - Membership**- Lee Ann Brown-
    - No report
  - Public Health**-
    - No report
  - CERT**- Robert Woodard:
    - No report
  - Bylaws**- Robert Crane-
    - No Report
  - Industry Group**: Casey Stark-
    - No Report
- **Recent Emergencies:**
  - Mark L. talked about the incident that happened at Dupont on 11/4. Information was posted on STAN, there were no injuries or equipment damage.
- **Old Business:**
  - OC Emergency Management and re-structure:
    - Ralph Valenciano started on 11/6 as the new EMC
    - Leon George, Deputy EMC, talked about the two new positions created under Emergency Management; Special Projects and Communication Coordinator as well as a Special Projects and Communication Assistant, with Michelle Tubbeville being appointed as the coordinator.
    - A Public Health Department might be created as part of Orange Co. instead of Hardin. there's a meeting on 11/9 to discuss
  - FEMA is using the LEPC room until 11/30, unless they do an extension



- Proposed LEPC Bylaws change “First Reading” -Article III Officers, Section 3 Terms of Office. Robert Crane.
  - This amendment is being made so the LEPC bylaws match SNCA’s and changes the succession of positions.
  - A motion was made and carried by all members to approve the first reading and do an electronic vote on the second reading a week from today’s meeting (11/15/17).
  - new nominations will be accepted with the e-vote for the open position of Finance Director and Secretary.
  - A small group will meet with Ralph V. to brief him on this meeting before sending the e-vote on second reading and nominations
- EPA/LEPC Grant (Regius) Expiration:12/31/2017. Regius was not present --no update
- LEPC Website (Missy) – in progress, will have ready soon.
- Grant FSR due by the 15th of each month until complete (Regius/Missy) – no update
- LEPC Marketing Update (Carolina Devers)
  - Carolina will be going out more to public places and events to promote LEPC and STAN registration
  - Carolina requested to have a shirt and a badge to be properly identified when interacting with the public
- LEPC Laptop Status - E-Vote 11/2/17 (Carolina). Laptop
  - Laptop and accessories purchase was approved on 11/2/17 by 13 members
  - laptop purchase didn’t get process because of a daily credit limit placed on the LEPC acct.
  - Aleta was going to increase the limit and purchase the laptop
  - cost will be provided on treasure’s report
- Walraven School Pocket Folders – Delivery Aug/Sept (Aleta).
  - Folders have been delivered with great success.
  - Walraven received several notes from different county schools thanking them for the nice look and all information contained on the folders.
- Ham Radio Status (Rocky) – Jeremy H. is going to follow up with Rocky to see what’s needed
- 2018 Budget & Finance position to work with CPA (Amanda, Bill, Ralph, Missy, Aleta, Mark)-- new nominations will be accepted with the e-vote to approve the second reading
- Emergency Contact (24hr call list) update for Municipal, Law Enforcement & Industry (Lee Anne) – no update
- Purchase Mutual Aid radios for LEPC Industry Group during EOC Stand-up (Mark & Missy)
  - It will cost about \$5,000-6,000 to obtain the newest radios so will wait for a grant to obtain.
  - Elgin B. and Ralph V. will work along with Jeremy H. to discuss grant options and see if the radios previously purchased were obtained through a grant so they can apply for a replacement instead since it will make a stronger case.
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- **Drills & Exercises:**
  - GLO Oil Spill Response Training update (Johnny Darcey/Tommy Wells/ Mark Underhill) – no update
  -
- **New Business:**
  - 
  - Thanksgiving Giveaway – Register for emergency notifications (Carolina Devers)
    - Elgin B. made motion, Tommy W. seconded and motion was carried by all members to approve ten (10) \$50 gift cards to be awarded to 10 individuals chosen from the emergency notification registry done from 11-10-17 to 11-20-17
    - Also approved was the purchase of a folding table, folding chair, a banner and 2 collar shirts for Carolina as it is needed for proper representation with the public
    - cost for all the items mentioned above is not to exceed \$1,000.00
    - Flyer is attached to this email – Please spread the word and post flyer if possible
- December LEPC Meeting ... Need Host or Cancel? DuPont Room or DuPont Bus Center (Mark)

# Orange County



- A motion was carried by all members to cancel the December Meeting.
  - If there's an emergency or an urgent need for the meeting, members will electronically vote to approve it.
- 2018 Officer Positions.
- Blackboard Connect (expires in October) replaced with Swift Reach by year end. (Kaylan/Missy)
  - Blackboard connect contract was extended till December
  - transition is still in progress
- 2017 Port Security Grant Program update. [Jeremy.D.Hansen@uscg.mil](mailto:Jeremy.D.Hansen@uscg.mil) – see attachment.
  
- **Training:**
  - Check [www.preparingtexas.org](http://www.preparingtexas.org) for more training in our area!!!  
<https://www.preparingtexas.org/Schedule.aspx>
  - EPA Region 6 Tier II Submittal. Software has changed, but the roll out has been postpone till next year
  - TEEEX is offering a training for municipal based responders about industrial emergencies starting January 27, 2018. See information attached.

→ **Programs:**

\*\*\* there have been some changes to the programs calendar so please check it!!!

2018 LEPC PROGRAMS				
JANUARY 10				
FEBRUARY 14	Elgin Browning	Iris Rescue		
MARCH 14	Robert Crane	Acadian		
APRIL 11				
MAY 9				
JUNE 13				
JULY 11				
AUGUST 8				
SEPTEMBER 12				
OCTOBER 10				
NOVEMBER 14				
DECEMBER 12	XXXXX	XXXXX	XXXXXX	XXXXXX

Motion to adjourn made by Fred R. Motion seconded by Aleta C. Motion Carried.