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Fort Worth, TX 76102
(817) 871-6171**

**Minutes for Tarrant County Local Emergency Planning Committee Meeting
November 20, 2002
Hulcher Services, 10090 Business 287 North, Saginaw, TX**

Agenda

Members present

Ed Daniels – Lockheed Martin	Merritt Kendall – DFW Airport
John Patterson – Fort Worth Fire/EMO	Marilyn A. Perry – Plaza Medical Center
Stephen Tidd – Specialized Response Solutions	Marty Verdeyen – Polyone Corp.
Howard Maynard – Eagle Construction	Darryl Gray – Bureau of Prisons
Lorrie Jansen – Cook Children’s Hospital	Charlie Brown – Specialized Response Solutions
Gary Medesy – Bureau of Engraving and Printing	Sheryl A. Tyler – Chevron Products Co.
Ray Bartik – Motorola	Michael Bobo – General Motors Corp
Kirk Driver – Tarrant County Fire Marshal	Robert Berndt – Tarrant County
David McCurdy – DFW DPS	Sarah Walls – Cantey & Hanger
Isaiah Liggins – Bureau of Engraving and Printing	Jerry Jenkins – Koch Materials Co.
Pat Devonshire – TLC Enterprises	Robert Asel – Hulcher Services

I. Call to Order

Chairman Ed Daniels called the meeting to order at 2:39 pm.

II. Approval of Minutes

Chairman Daniels asked if there were any corrections to the minutes. Seeing none, Chairman Daniels asked for a motion to accept the minutes. The approval was motioned by Robert Berndt and seconded by Ray Bartik. The motion passed unanimously by the members of the LEPC.

III. Financial Report

Chairman Daniels reviewed the Financial Report with the members of the LEPC. Mr. Berndt motioned to accept the Financial Report and seconded by Mr. Bartik. The motion passed unanimously by the members of the LEPC.

IV. Old Business Manager

a. Hot Zone Conference

Gary Medesy attended the Conference and reported that it was well attended and a good experience.

b. Garner Training Courses – Handout

c. LEPC Logo / Certificate of Membership Committee – Presentation of Logos

Certificates of Membership next meeting

d. HMPG FY 2002-03

Marshal Gardner of UNT is working in the office and entering Tier II reports as they come in.

V. New Business

a. Confirmation of New Members

Sheryl Tyler – Chevron

Charlie Brown - Specialized Response Solutions

Michael Bobo – General Motors

Jerry Jenkins – Koch Materials

Marilyn Perry – Plaza Medical Center

Isaiah Liggins motioned to confirm these new members and Howard Maynard seconded it. The motion passed unanimously by the members of the LEPC.

b. LEPC Regional Conference – Nov 4-7, Shreveport, LA

John Patterson reported on the Conference. There were numerous good LEPC Regional contacts made. Excellent speakers. There was a focus on smaller LEPCs specifically in funding and running. There was lots of opportunity to interact with other LEPC members. The future regional conference will be held in conjunction with the Houston Hot Zone.

c. Tier Two Report – Submission begins January 1, 2003

Chairman Daniels reminded the LEPC members that Submission of reports can begin as early as January 1, 2003. The earlier these reports are submitted the better.

d. Tier Two Submittals

John Patterson reviewed the Submittal process. The reports can be submitted electronically. If nothing changes from the previous year, all that requires changing is the date to resubmit. The goal is to have all facilities file electronically. The State is willing give a course on the procedure. The software can be downloaded from the Texas Department of Health Web Page.

e. Chevron Exercise

Sheryl Tyler reported on the annual tabletop drill is performed in October 2002. It covered the course of action taken during a catastrophic release and subsequent 14-mile migration of material down river. Fire Departments, Emergency Response, and Incident Command were a few areas covered in the drill. Members from other Chevron terminals came to participate in the drill.

f. Garner Training Courses

Chairman Daniels drew the committee's attention to the quarterly Garner Training Courses brochure in the handouts.

g. EPA Region III Emergency Preparedness and Prevention Conference – DEC 8-12, Baltimore

Chairman Daniels drew the committee's attention to the EPA Region III brochure provided in the handouts to the LEPC.

h. Future LEPC Meetings / Tours

Those interested in hosting future LEPC meetings, please contact John Patterson.

i. Presentation of Certificate of Appreciation – DFW Airport

VI. Questions, Comments, Announcements

The Cher-Cap Exercise was presented to the members of the LEPC. Any Local Jurisdiction can request this exercise. The community must go to the State. The State requests a grant from FEMA. The exercise covers emergency preparedness and business involvement. Planning takes from one year to one year and a half. The emergency operations plan is reviewed. Exercises range from tabletop to full-scale drill. There can only be one per year in each state. Past participants are evaluators.

VII. Program Tour Hulcher Services, Saginaw, Texas

Robert Asel gave the members a presentation and tour of the Hulcher facility. Response to train derailments is their core business. They also provide general remediation, hazardous materials response, and track removal.

VIII. Adjournment

Chairman Daniels adjourned the meeting at 3:36 pm.

IX. Future Meetings

- a. February 19, 2003 – Cook Children's Hospital
- b. May 21, 2003 – Koch Petroleum

Respectfully Submitted

Stephen Tidd, Secretary

Date