**ATTENDEES**

Frank Garza Sugar Land OEM

Danny Jan FBC Sheriff’s Office

Ron Drachenberg Community Liason

Raymond Engelhardt NRG Energy

Denise Lee Chairperson/John Crane Production Solutions

David Spilman Red Cross

Justin Landes Red Cross

David Walker TDCJ Jester III

Alan Spears FBC OEM

Bob Stone FBC OEM

William Turner Nalco Champion

Larry Riendeau FBC Sheriff’s Office

Stacey Simpson Logic Spot

The October meeting of the Fort Bend County LEPC was called to order at 3:00 pm by Chairman Denise Lee. Denise thanked everyone for their attendance.

**MINUTES – Approval**

The attending members of the Fort Bend County LEPC were asked to review the minutes from the September 18, 2014 meeting. A motion to accept the minutes was made by Ray Englehardt and 2nd by David Walker. Motion for approval of minutes passed.

**TREASURER’S REPORT**

Current account balance: Checking $216.86

 Savings $8,058.15

 Total $8,275.01

Savings account interest dividend rate change from .198 to .248 announced by Denise Lee. A motion was made by David Walker to accept the Treasurer’s report and 2nd by Bill Turner. Motion for approval of Treasurer’s report passed.

**COMMITTEE REPORTS**

**Public Education –** Ron Drachenberg

Ron Drachenburg commented on completion of the Annex Q revisions and Alan Spears stated the plan was now in the hands of the attorneys. Ron also mentioned the ongoing work of reviewing other LEPC plans as an ongoing educational process. Denise has provided him with contacts from her previous associations.

**Administrative Finance –**

Denise reported for all members to be on the lookout for the 500+ letters sent to all members on LEPC stationary. First response already in from Bernhauser Oil and John Crane Productions to be in within a week. Cost of mailing the letters was incurred by Alan Spears. A check for $171.50 is due him and this transaction will be noted on the next Treasurer’s Report. Also received was a chargeback from our bank that will investigated and reported on in next meeting. Our 990ez was not received by the IRS and they have notified us of this by mail.

Media Consultant Invoice was tabled to clarify amounts billed. Denise to follow up with call to Chuck Wolfe

**Hazardous Materials –**

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

**Emergency Response –** Alan Spears

Current event is response to Ebola Virus concerns. Alan reported FBC Health and Human Services has taken the lead but OEM has begun a public information campaign and the Sheriff’s Office has established protocols in preparation for related calls within dispatch.

The inventory of available PPE for public safety use is a concern and funding sources are being reviewed.

**OLD BUSINESS**

* Generic business cards, along with officer’s cards, have been ordered by Denise for members use when conducting LEPC related business. Ron Drachenberg also discussed obtaining I.D. badges for member use during official business. Alan Spears advised OEM has the equipment to create the badge. A future date will be scheduled for the purpose.
* Denise brought up our plan to develop a list of speakers or presentations we might schedule for future meetings. Topics mentioned ranged from Ebola to GIS information displayed to show Tier II locations, pipelines, and other areas of concern. Stacey Simpson offered a demo of PAL, a product of her company provides for dealing with scene accountability. It was agreed to leave this topic on the list for next month.

**NEW BUSINESS**

* No new business was offered.

**ANNOUNCEMENTS**

* Brazos Valley Credit Union, our financial institution, is offering professional shredding services to their customers on Oct 25h. Check [www.bvscu.org](http://www.bvscu.org) for details.
* Fort Bend Sheriff now has an aviation division. A future program will be offered when possible.
* HHW (Household Hazardous Waste) Mondays and the first Saturday of the month. Ron to provide additional details next month
* Red Cross will be installing smoke alarms in Fresno area November 5th. Donations and volunteers for this program are welcome.

**NEXT MEETING DATE**

November 20, 2014 at 3:00 pm

**ADJORN:**

Denise asked for a motion to adjourn

Alan Spears 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: Larry Riendeau

Denise Lee, Chair

Shayne Carter, Vice Chairman

Larry Riendeau, Secretary / Treasurer

Approved By: Denise Lee