



COLLIN COUNTY LEPC

LOCAL EMERGENCY PLANNING COMMITTEE MEETING MINUTES

August 31, 2016 at 1:00 p.m.

North Texas Municipal Water District

505 East Brown Street

Wylie, Texas 75098

1. Call to order

Chairman Derek Borg called the meeting to order at 1:06 p.m.

2. Approve minutes from previous LEPC meeting

- Bill Lewis moved to approve minutes from June 2, 2016
- Dan Dalton seconded the motion

Motion was carried by unanimous vote

3. Review Bylaws and discuss any suggested changes

- Jim McCrone gave an update on the LEPC Ad Hoc committee meeting held on June 8, 2016. He said the committee reviewed the 2014 EPA LEPC handbook and by-laws from other jurisdictions. They found that most jurisdictions used the same format as in the handbook. He said they are attempting to clarify statutory authority regulating the role of county commissioners in the LEPC. The State template has only the county judge but not the commissioners in the by-laws. As of today he has only received links to websites but no clarification.
- Jim suggested continuing the review on the by-laws while moving forward with LEPC in general until research on the by-laws is complete. He said we need to appoint a Public Information Officer and that the Fire Marshal's Office could be designated as the Public Information Office since they are the repository for the Tier II reports.

4. Topics and suggestions for next Quarterly Meeting

- Derek Borg said we should continue moving forward with the necessary steps to be an engaged LEPC. He suggested this should be a collaborative committee for emergency planners and it is critical that we decimate Tier II report information to smaller jurisdictions. He said it might be productive to have some training exercises flow through the LEPC and put on the Collin County website as a regional calendar.
- Jim McCrone said he would volunteer for a time to have a local guest speaker at each meeting. There needs to be a review of who should be members of the LEPC and should include those filing hazardous materials reports. He suggested the following objectives for the LEPC:
 - Interface with local responders and emergency managers to share appropriate responses to emergencies
 - Meet at various member's facilities
 - Community outreach with LEPC objective



COLLIN COUNTY LEPC

LEPC Meeting Minutes – August 31, 2016

Page 2 of 2

- There was discussion on reaching out to the Collin County Fire Chiefs and Fire Fighters meetings to decimate information. It was suggested that an LEPC representative attend the Collin County Fire Fighters Association monthly evening meetings to share information and invite them to LEPC meetings.
 - Yolanda Scott from Texas Instruments volunteered to host the December 1st meeting at their facility.
 - Another suggestion was a training exercise by following an incident/event path.
 - Other possible topics included emergency response training for the top ten chemical hazmat commodities on highways. Student interns in the transportation field could be utilized for a study.
 - Bill Lewis said there is training sponsored by Preparingtexas.org scheduled for December in Dallas.
 - Kelly Helm said KCS is doing hazmat training for hazmat techs on September 28th.
5. Next Quarterly meeting is scheduled for December 1, 2016 @ 1:00 p.m. at the Texas Instrument facility in Richardson.
6. Meeting adjourned
- Russell Hill made a motion to adjourn.
 - Bill Lewis seconded the motion.
- The meeting adjourned at 2:06 p.m.

Meeting attendees: Derek Borg, Jim McCrone, Bill Lewis, Yolanda Scott, Russell Hill, Tanner Dietz, Jason Lane, Jason Cole, Cory Sockwell, Brian Martin, Dan Dalton, Debbie Buccino, Greg Huffman, Kelly Helm, Debbie Wilson