



**Citizens Medical Center North Classroom  
Wednesday, December 5th, 2018 @ 10 a.m.**

The subjects listed on the following agenda will be considered at the meeting:

1. Call to Order
  - [D Gonzales](#) → 10:04 AM
2. Welcome
  - [Introductions of meeting attendees](#)
3. Approval of minutes from September 5, 2018
  - [Motion: R. McBrayer](#)
  - [Second: Dan Mikulenska](#)
4. TCEQ TIER 2 Reporting Class
  - [Explanation of Tier 2 reporting class \(past course\) → R. McBrayer](#)
    - [Jan./Feb. TCEQ reporting course training \(8 hrs.\)](#)
    - [move forward with scheduling training at VOEM](#)
5. Sub-Committees Updates
  - a) Right-to-know
    - [Chair: Tom Legler](#)
      - [Looking for more members](#)
      - [Collects information from reported releases](#)
      - [Looking to create a log of releases reported](#)
      - [Log of releases utilized to drive scheduling of training, courses for HazMat teams](#)
  - b) Public Education
    - [Chair: O.C. Garza](#)
      - [LEPC website](#)
      - [Creating a P.I. piece for safety and preparedness in relation to HazMat](#)
      - [Coordinate with N.N.O., other community outreach opportunities to promote preparedness pieces](#)
      - [Meet a few weeks before general LEPC meetings for presentation, etc.](#)

- c) Hazardous Materials Facilities Liaison
    - [Chair: Jeff Cowan](#)
      - Looking for more members
      - Updating emergency response contacts for facilities
      - Creating list of common chemicals and substances in jurisdiction for utilization in training, preparedness, etc.
  - d) Emergency Response and Resources
    - [Chair: Rex Mayes](#)
      - Working with Hazardous Materials Facilities Liaison Committee for training & exercise for HazMat and responders
      - Software formatting for Tier2 reporting
      - Looking to have another effort like previously used Texas State's efforts used in past for formatting Tier2 reporting data, currently reaching out to university GIS programs
      - Currently on Texas State Univ.'s waiting list
  - e) Finance
    - [Chair: Becky Smiley](#)
      - R. McBrayer introduces Becky and explains transition from S. Kennedy to B. Smiley for Finance Sub-Committee Chair position
      - \$9,825.60 in LEPC account→ Reported by D. Gonzales
      - D. Gonzales mentioned sending out financial support letters in 2019 for LEPC funding
      - Chief Martin encourages organization to sign up for sub-committees if they are not already serving on one
      - R. McBrayer mentions Victoria LEPC applied for HazMat ID unit grant but cost benefit was not there based on the work needed to apply for the grant in comparison to funding that would be awarded
6. Citizens Medical Center Decontamination Demonstration
  - [R. Montes](#)
    - Presentation on hospital HazMat
7. Other business
8. Adjourn
  - [D. Gonzales](#)→ 11:22 AM

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April Hilbrich, City Secretary

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