

# **Local Emergency Planning Committee Meeting**

## **Thursday, February 17, 2022**

### **Minutes**

**Members Present:** Chairperson Chief Josh Gill, Vice Chairperson James Altgelt, Christine Files, Lyndsey Schroeder, Diana Schulz, Steven Long, Chief Andres Rosales, Chief Bancroft, and Monica Malaer.

The Meeting Notice / Agenda was posted on the website and on the front door at the Mike Fisher Building. This meeting was conducted in person in the Central Management Suite (Room 101) at the Bastrop County Office of Emergency Management Mike Fisher Building, 1501 Business Park Drive, Bastrop, Texas 78602 and virtually via Webex.

**A. Call to order.**

The February 17, 2022 scheduled meeting of the Bastrop County Local Emergency Planning Committee (LEPC) was called to order at 10:00 A.M. by Chief Josh Gill. Chief Gill conducted a roll call and determined that a quorum was in attendance.

**B. Review and approval of the minutes for the November 18, 2021 meeting.**

Christine Files made a motion to approve the minutes as presented and Steve Long seconded the motion. The motion passed unanimously and the minutes from the November 18, 2021 meeting were approved.

**C. Citizens comments.**

There were no citizens comments made.

**D. Receive updates and discuss upcoming activities / projects for the following Standing Committees:**

**1) Right-to-Know Committee**

James Altgelt reported on behalf of Chairperson James Allen. The Right-to-Know Committee created a Mission Statement and Goals. The Right-to-Know Committee also created an Initial Report, a Follow-up Report, and a Final Report that can be completed every time a fire department encounters a hazardous material. Chairperson Allen will present the draft version of the three (3) reports to the fire chiefs for the input and subsequent approval. A copy of the Mission Statement and Goals and the three proposed reports are attached to the meeting minutes.

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#### **2) Public Education and Information Committee:**

Chairperson Lyndsey Schroeder she will be creating an LEPC website that will contain the following information:

- The names of the members of the LEPC including the officers and the committees
- A section for public notices to be posted
- A link for the public to use when making requests for public information
- A link to the Texas Commission on Environmental Quality (TCEQ)
- The LEPC email where citizens can contact members of the LEPC

#### **3) Hazardous Materials Facilities Liaison Committee:**

Assistant Chief Daryl Ackerman reported on behalf of Chief Brandon Bancroft that they were still working on forming their committee.

#### **4) Emergency Response and Resource Committee:**

James Altgelt reported on behalf of Chief Andres Rosales that they were waiting on a response from one volunteer to join the committee before they could begin planning. Chief Rosales hopes to have additional information to report during the next meeting.

#### **E. Adjournment.**

Christine Files made a motion to adjourn which was seconded by Steven Long. The motion passed unanimously, and the meeting ended at 10:13 AM.