



**Memphis / Shelby County  
Local Emergency Planning Committee  
Meeting Minutes  
AUGUST 18, 2005  
Web Page: [www.msclpec.org](http://www.msclpec.org)**

**Call to Order:** Butch Pennington – 2:32 PM, Red Cross Headquarters, Central Ave.

**Roundtable Introductions:** All Attendees

**Reading of Previous Minutes:** Reviewed minutes from the June 2005 meeting. Minutes were read and accepted with correction (delete “s’ from members).

**Financial Report:**

Current Balances- Savings: \$6,108.56 Checking: \$14,633.20 (4 outstanding checks)

**Incident Discussions:**

- **Premcor** – Danny Pinkley reported that on 8-12-05 at 12:18 AM, Premcor suffered a loss of power. No cause has been determined at this time. A sulfur dioxide release occurred that exceeded the RQ. There were no adverse effects. All of the safety systems worked and the personnel were OK. The problem is still being investigated.

**Task Team Reports:**

- **Community Outreach** – Diane Wyatt reported that more Shelter-In-Place brochures have been printed. There are no requests for presentations at this time.

**Old Business:**

- **2005 Drill Status** – Butch reported the date for the drill is still Thursday, Sept. 8 at 9 AM. Preparations continue with hospitals, police departments, sheriff’s department, and fire departments participating. Students of the Police and Fire training academy will act as victims. The situation will be a tanker truck ammonia release.
- **2005 Emergency Preparedness Conference** - Butch Pennington reported registration is going well with about 100 have registered to attend the conference on August 29<sup>th</sup> at the Marriott East. There are 13 partners thus far. South West is providing CEUs and has been made an honorary partner. There are 25-30 registered for the HAZWOPER course on Tuesday. There has had to be one change in the speakers but this has been covered. Volunteers will be needed to help with registration.
- **By-Laws Review Status** – Butch reviewed the proposed changes in the By-laws with those present. He determined that there was not a quorum to vote on the changes. Butch explained that most of the changes were the result of studying the By-laws of other LEPCs and the regulations for LEPCs. There was discussion on the list of members in Article II, Section 1. In Article IV, Section 3, the question was asked as to why the number for a quorum was being lowered. Also, that “quorum” was not defined clearly. There was discussion about what was a “member” – the company or the

individuals. It was suggested that a list of voting members be developed using the LEPC attendance list. Butch said he would take all suggestions under advisement and a vote would be taken at the September meeting.

#### **New Business:**

- **Tier II Reports** – Randall Roby reported that the Tier II Reports were being redesigned and in the near future would be submitted electronically. He said he would be checking with members to try the new form. A trial run of the electronic reporting is planned for 2006 and in 2007 all reporting would be done electronically. The EPA is helping set up and certify the system.
- **Highway Watch** – Randall Roby reported on a new program started by the Federal Highway Administration – Highway Watch. This new program comes under the Department of Homeland Security and is like Neighborhood Watch, only on the highways. People are trained to watch for suspicious activity and get IDs. Any suspicious activity would be reported.
- **Elections** – Butch reminded everyone that officer elections were in November. He requested nominations.

#### **Presentation**

##### **“Environmental Justice”**

Ms. Rita Harris  
Sierra Club

**Meeting Attendance: 26**

**Meeting Adjourned: 3:50 PM**

#### **Next Meeting:**

**September 15, 2005 (Location To Be Determined)**