

# Local Emergency Planning Committee Meeting

## Thursday, May 19, 2022

### Minutes

**Members Present:** Vice Chairperson James Altgelt, Christine Files, Lyndsey Schroeder, Steven Long, Chief Andres Rosales, James Allen, 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 May 19, 2022 scheduled meeting of the Bastrop County Local Emergency Planning Committee (LEPC) was called to order at 10:03 A.M. by Mr. Altgelt. Mr. Altgelt conducted a roll call and determined that a quorum was in attendance.

**B. Review and approval of the minutes for the February 17, 2022 meeting.**

Chief Rosales made a motion to approve the minutes as presented and Ms. Files seconded the motion. The motion passed unanimously and the minutes from the February 17, 2022 meeting were approved.

**C. Citizens comments.**

There were no citizens comments made.

**D. Discuss and take action regarding LEPC vacancies.**

The following information was provided to the LEPC.  
Bastrop County Health Authority Dr. Desmar Walkes' position on the LEPC was vacated when she resigned and took the position as the Medical Director / Health Authority for the City of Austin. Dr. Pompeyo Chavez has subsequently been named as the new Bastrop County Health Authority.

Bastrop County Environmental and Sanitation Manager Troy Walter's position on the LEPC was vacated when he resigned from employment with Bastrop County. Mr. Eduardo Guerrero has taken Mr. Walter's position with Bastrop County.

Bastrop County Deputy Director of Emergency Management and Emergency Management Coordinator Christine Files is retiring effective June 3, 2022. Ms. Files expressed a desire to continue to serve on the LEPC.

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Chief Rosales made the motion that the LEPC recommend to Bastrop County Judge Paul Pape that Dr. Chavez and Mr. Guerrero be appointed to the LEPC and that Ms. Files' LEPC Membership Category be changed from "Emergency Management" to "Other". Mr. Allen seconded the motion and it passed with a unanimous vote.

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

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

Chairperson James Allen reviewed the draft version of the three (3) reports to the fire chiefs discussed during the February 17, 2022 meeting. After a brief discussion, Chairperson Allen informed the LEPC that he would mail these reports to the Bastrop County Fire Chiefs for their input, review, and hopeful adoption. A copy of the Mission Statement and Goals and the three proposed reports are attached to the meeting minutes.

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

Chairperson Lyndsey Schroeder reported that the LEPC website was operational and included the following information:

- LEPC's By-laws
- Meeting dates
- Meeting agendas
- Meeting minutes
- The names of the members of the LEPC including the officers and the committees
- Public notices
- Public information requests
- Additional information about the LEPC and the Texas Commission on Environmental Quality (TCEQ)

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

An update was not provided.

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

Chairperson Chief Andres Rosales reported that his committee were conducting the following projects / activities:

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- Compiling a list of emergency response assets and will distribute that list once it is completed
- Compiling a list of firefighter certifications and skillsets
- Coordinating with Hazardous Materials Facilities Liaison Committee Chairperson Chief Brandon Bancroft regarding hazardous materials training provided to firefighters that are no cost to the department (grant training)

#### **F. Adjournment.**

Christine Files made a motion to adjourn which was seconded by Mr. Allen. The motion passed unanimously, and the meeting ended at 10:20 AM.