



**MEETING MINUTES**  
**May 21, 2025**

The May LEPC meeting was called to order by Chair Scott McDonald (BASf) @ 11:12. Chair McDonald welcomed the membership and recognized Motiva Manufacturing Complex’s Fire Chief Shane Thomas who was the meeting host.

Chair McDonald then called on Jeff Phillips (Jeff. Co. EM) to give the invocation followed by the Pledge of Allegiance to the American Flag lead by Robert Grimm (Jeff. Co. EM).

Chair McDonald then asked the membership to commence with self-introductions.

**Approval of the March 2025 Meeting Minutes**

Chair McDonald referenced the March Meeting Minutes that were placed on tables for review. Chair McDonald then asked if anyone had any corrections to the minutes, there were none. Chair McDonald then asked for a motion and second to accept the March minutes as written. Stephanie Garcia (AEMS) made the motion and seconded by Shane Thomas (Motiva), there was no opposition to the motion, motion passed.

**Approval of Treasurer’s Report**

In the absence of Secretary/Treasurer Chris Gonzales (Jeff. Co, ESD1), Chair McDonald reviewed the financial report with the membership. Following the reading Chair McDonald asked if there were any questions/corrections to the report as read, there were none. Chair McDonald then asked for a motion and second to accept the Treasurer’s Report. A motion was made by Louie Havens (PAFD) and seconded by Shaquenna Nobles (Bmt. EM), there was no opposition to the motion, motion passed.

**Treasurer’s Report**

Beginning March Balance..... \$ 73,268.42

**Deposits:**

March..... \$ 1,500.00  
April ..... \$ 1,500.00

**Withdrawals :**

March ..... \$ -0-  
April ..... \$ 350.00

Ck #	Date	Payee	Purpose	\$ Amount
1067	3/19/25	SNCA	Annual Golf Sponsorship	\$350.00

**Ending April Balance.....\$ 75,918.42**

**Old Business**

- None

**New Business**

- Chair McDonald reminded the membership that when an incident occurs at their respective place of employment, it is imperative that notification be made to the Jefferson County Emergency Management (LEPC). R. Grimm/J. Phillips /Judge Brannick should not be finding out of the incident through social media.

**Committee Reports:**

- **Right To Know** – Chairperson – TBD
- **Public Information** – Chairperson – Jeff Phillips –Chair Phillips reported the LEPC expanded the number of Lamar Signs digital billboards to include all their billboards throughout Jefferson County. The preparedness messages are currently running and will run through the end of November. This is something that the LEPC pay for to help encourage our community to be prepared for emergency incidents. The LEPC also does presentation for various organizations throughout Jefferson County. We currently have one scheduled in June, Nederland Rotary Club, but we expect the number to increase as the heart of the Hurricane Season approaches.
- **Hazmat Facilities Liaison** – Chairperson Louie Havens –
- **Medical Committee** – Chairperson Lydia Wortham – Not present
- **Emergency Response/Resources** – Chairperson Tommy Wells – Chair Wells discussed drills and exercises at your facility and to include outside response groups i.e., municipal fire and include Jefferson County Emergency Management (LEPC).

**Program**

Doug Cramer – National Weather Service provided the membership a look at the upcoming Hurricane Season forecast and what predictions have been made.

**Motion To Adjourn**

With no further business to discuss Chair McDonald asked for a motion and second to adjourn. Louie Havens (PAFD) made the motion and was seconded by Shaquenna Nobles (Bmt. EM), motion passed. Meeting adjourned

Next LEPC Meeting: July 16, 2025

Sponsor: TBD

Location: Rocking A Café

Time: 11:00

Scott McDonald

Chair

Robert Grimm

Co-Chair

Chris Gonzales

Secretary/Treasurer



