

**Interoffice
Communication**

TO: Distribution

TGG: JCL: ECT: MJE: AJO: DF
XF: 5

FROM: T. G. Grumbles

DATE: April 26, 1990

SUBJ: CTIRP MANAGEMENT COMMITTEE MEETING MINUTES 4/19

VISTA

Attendees: Keith Fogg, Tom Huffman, Bill McClain, Paul Gowan, Tom Grumbles

Action Items from the meeting are listed below:

1. WLM will provide information on Vista's pipeline system and operational data to Paul Gowan by May 1.
2. Paul Gowan will review the pipeline data and determine next step in defining emergency response needs.
3. As a short-term measure S&T will work on an information plan to get ship and barge operations personnel aware of CTIRP numbers and process.
4. TGG will get the CTIRP manual signature page to Mike Reynolds for signature.
5. WLM and KLF will develop a schedule to train plants on the revised CTIRP manual content.
6. TGG will obtain emergency number phone stickers.

A summary of significant discussions is below:

1. Keith Fogg reviewed the CTIRP incident locations for the last 1 1/2 years. This data is probably not complete due to non-reporting internally, but can be used to indicate where our response capability from plants is practicable, and where we should consider contractor arrangements.
2. It is apparent that a specific procedure, and possibly response capability, needs to be developed for ex-plant operations. This includes, terminals, toll processors, and packagers. Pipeline, barge and ship operations should be considered as well.

S&T is developing a plan to get, at least temporarily, a person assigned full-time to work on this issue. Short-term several steps are being taken as reflected in the action items.

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3. The revised manual was reviewed and minor changes given to Keith. The revised process does reflect a significant change in philosophy in terms of our emergency response role. This is understood by the reviewers and will be conveyed in training sessions that will be planned.



T. G. Grumbles

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Distribution: Keith Fogg, Tom Huffman, Bill McClain, Paul Gowan,

VVV 000012929

TO: R. D. Gamblin

FROM: T. G. Grumbles

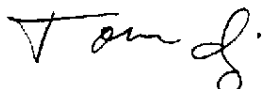
DATE: April 27, 1990

SUBJ: PROGRESS REPORT

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VISTA

1. ERT traveled with Jerry Johnson (LCCP) to Khempak Industries in Houston to determine how they handle the Ethylene Unit's spent caustic. Khempak handles this material as a product and not as a waste thereby, meeting Vista requirements for the offsite use of this material.
2. ERT participated in an environmental audit of the LAB Plant. A draft report will be sent out for review by mid May.
3. ERT participated in a groundwater meeting with Conoco, and IT Corporation in Lake Charles. Discussion included action steps for increasing the groundwater recovery system stream factor, and moving to a decision on a treatment technology for the overall system.
4. Bilingual MSDS's which comply with Canada's Workplace Hazardous Materials Information System are now available for eleven surfactant products.
5. MJH attended a briefing on CMA's distribution Code of Management Practices, part of the Responsible Care Program. This code is meant to reduce the risks involved in the transportation and distribution of chemicals. Copies of the draft code are being distributed.
6. To initiate headquarters recycling, a steering committee has been formed with representatives of environmental, public relations, employee relations, building and office services, and the VHEA. The Steering Committee will be asking for many volunteers in the near future to kick-off Vista's recycling effort.
7. Labels to comply with Pennsylvania's Worker and Community Right-to-Know Act are now available for surfactant and industrial products. This act is similar to the recently promulgated Right-to-Know Act in New Jersey.
8. 20 COEDS ordered MSDS were sent out.
9. JCL participated in a meeting with Aristech to develop a plan to prepare a SARA 313 delisting petition for n-octyl pthlate.



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