

**Valero Community Advisory Panel (CAP)
Draft Summary Meeting Minutes
Tuesday, March 10, 2020
Valero East Conference Room A**

CALL TO ORDER

The meeting was called to order at 4:36 p.m.

The following attended:

CAP Members

Stacy Holguin (alternate)	Benicia Unified School District
Trevor Macenski	Community at Large
Steve McClure	Benicia Chamber of Commerce
Mayor Elizabeth Patterson	Benicia City Council
Brian Tulloch	Benicia Industrial Park Association

Valero CAP Representatives

Paul Adler	Director Community Relations & Government Affairs
Don Cuffel	Director Health, Safety, Environment and Regulatory Affairs
Don Wilson	VP and General Manager

Others in Attendance

Josh Chadwick	Benicia Fire Chief
Jason Fein	Benicia Division Chief
Lorie Tinfow	City Manager, City of Benicia
Joe Bateman	Superintendent Emergency Services
Frank Hartig	Manager Refinery Security
Alysia Porter	Assistant to VP & General Manager
Tom Stanley	Director Refinery Operations

Welcome – Steve McClure

- CAP members and Valero CAP representatives introduced themselves.
- Agenda was approved.
- Approval of summary minutes from the December 10, 2019 CAP meeting was approved.

Refinery Update

- Don Wilson, VP and General Manager
 - Refinery Operations Overview
 - Attending a meeting on 3/12/2020 where PG&E management will be giving a presentation regarding vegetation removal and equipment upgrading.
 - Showed an “Energy Matters - Refining 101 Series” video, specifically on crude oil distillation.
- Don Cuffel, Director Health, Safety, Environment and Regulatory Affairs
 - Refinery Flare Facts (see attachment).
- Paul Adler, Director Community Relations & Government Affairs
 - Discussed 2019 Benicia Refinery CAP Annual Report (see attachment).
 - Announced the Valero Clay Shoot fundraiser will take place on May 29, 2020 which will benefit Benicia Community Action Council and Benicia Unified School District.

City of Benicia – Fire Department

- Josh Chadwick, Benicia Fire Chief
 - City of Benicia’s Public Information Bank Website
 - Demonstrated how to access each area of information provided.
<https://www.ci.benicia.ca.us/publicinfobank>

CAP Member Updates

- Stacy Holguin, Benicia Unified School Board
 - Thanked the Benicia Police Department for their recent response and communication to the school district as well as for the improved communication links with the Police and Fire Departments and Valero.
 - March 29, 2020 – Benicia Run for Education
 - Superintendent Charles Young received “Superintendent of the Year” award from ACSA and Stephanie Rice received “Instructional Coordinator of the Year” award.

Topic for the next community CAP meeting on Tuesday, June 30, 2020, 4:30 p.m.

- Presentation from the International Bird Rescue Foundation

Suggestions for future topics:

- Comparison of methane in an agricultural setting vs. refinery
- How CAP & Trade works and affects Valero
- Cal EPA Health Presentation similar to the December BAAQMD Air Monitoring Presentation
- How CA State’s Resiliency Program affects refineries

Meeting adjourned at 5:40 p.m.