

**Valero Community Advisory Panel (CAP)  
Approved Summary Meeting Minutes  
Tuesday, June 11, 2019  
Valero East Conference Room A**

**CALL TO ORDER**

The meeting was called to order at 4:35 p.m.

The following attended:

**CAP Members**

Marilyn Bardet	Good Neighbor Steering Committee
Stacy Holguin (Alternate)	Benicia Unified School District
Mayor Elizabeth Patterson	Benicia City Council
Courtney Schreiner Lee	Community at Large
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

**Others in Attendance**

Lorie Tinfow	City Manager, City of Benicia
Josh Chadwick	Benicia Fire Chief
David Le	Refinery Controller
Ray Quain	Director Human Resources
Tom Stanley	Director Refinery Operations
Connor Bates	Intern
Duncan Hilton	Intern
Clarissa Knight	Intern
Sanjana Pappu	Intern
Colton Van Wagoner	Intern
Alysia Porter	Assistant to VP & General Manager

**Welcome – Stacy Holguin (Alternate)**

- CAP members and others were introduced
- Agenda was approved
- Summary minutes from the March 12, 2019 CAP meeting were approved

**Refinery Update**

- Don Cuffel, Director Health, Safety, Environment and Regulatory Affairs
  - Refinery Operations Overview
    - There was discussion regarding the recent refinery shutdown
    - Presentation on Community Ambient Air Monitoring (PowerPoint presentation attached)
- Paul Adler, Director Community Relations & Government Affairs
  - Reviewed CAP & Fence Line Monitoring Websites
    - [www.beniciacap.com](http://www.beniciacap.com)
    - [www.beniciarefineryairmonitors.org](http://www.beniciarefineryairmonitors.org)
  - Distributed the [2018 Valero Annual Report](#)
  - Raised \$100,000 from the Valero Clay Shoot in May and donated \$50,000 to Benicia Community Action Council and \$50,000 to Kyle Hyland Foundation.

**City of Benicia Update**

- Lorie Tinfow gave a brief update about the upcoming 2019-21 budget process
- Josh Chadwick gave a brief overview about the emergency response plan and the city's cooling centers

Meeting adjourned at 5:35 p.m.