

**Valero Community Advisory Panel (CAP)
Approved Summary Meeting Minutes
Tuesday, September 10, 2019
Valero East Conference Room A**

CALL TO ORDER

The meeting was called to order at 4:32 p.m.

The following attended:

CAP Members

Marilyn Bardet	Good Neighbor Steering Committee
Diane Ferrucci	Benicia Unified School District
Trevor Macenski	Community at Large
Steve McClure	Benicia Chamber of Commerce

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

Jim Lessenger	Guest Speaker
Lorie Tinfow	City Manager, City of Benicia
Josh Chadwick	Benicia Fire Chief
Frank Hartig	Manager Refinery Security
Yves Marekani	Director Technical Services
Ray Quain	Director Human Resources
Tom Stanley	Director Refinery Operations
Alysia Porter	Assistant to VP & General Manager

Welcome – Steve McClure

- CAP members and others were introduced
- Agenda was approved
- Approval of summary minutes from the June 11, 2019 CAP meeting were deferred to the December 10, 2019 meeting as no CAP member present in today's meeting had attended the June 11 meeting.

Refinery Update

- Don Wilson, VP and General Manager
 - Refinery Operations Overview
 - San Antonio management visited refinery on August 6, 2019 for annual stewardship meeting
 - 2019-2020 United Way Kickoff began
 - Discussed PG&E – Public Safety Power Shutoffs (PSPS)
[PG&E - Public Safety Power Shutoffs \(PSPS\)](#)
- Don Cuffel, Director Health, Safety, Environment and Regulatory Affairs
 - Reviewed the Voluntary Protection Program Guidebook (attached)
 - VPP Recertification in May 2020

- Paul Adler, Director Community Relations & Government Affairs
 - Reviewed the following Valero documents which can be found on the CAP website - <https://www.beniciacap.com/>:
 - [Stewardship and Responsibility Report](#)
 - [The Environmental, Social, Governance \(ESG\) Criteria Report](#)
 - [Review of Climate-Related Risks and Opportunities](#)
 - Discussed the City of Benicia-Valero Cooperation Agreement (see link below)
 - [City of Benicia – Valero Cooperation Agreement Overview](#)
 - [Public Information Bank - Hazardous Materials](#)
- Jim Lessenger, Benicia Historical Museum
 - In honor of the Benicia Refinery's 50th anniversary, Jim Lessenger, volunteer at the Benicia Historical Museum, gave a presentation on the history of the arsenal, industrial park and Benicia Refinery. Presentation may be viewed on the CAP website - <https://www.beniciacap.com/>.

Topics for the next community CAP meeting on December 10, 2019, will be the following:

- City of Benicia Public Information Bank – Hazardous Materials Website
- BAAQMD Presentation on air monitoring (mobile, stationary, community and fence line)

Suggestion was made to place the topic of root cause analysis regarding the Benicia Refinery's March shutdown on the December 2019 agenda. Due to a presentation being made by the BAAQMD in December, that topic will be placed on the agenda for March 2020.

Meeting adjourned at 5:52 p.m.