



**Approved
Community Advisory Council (CAC)
To Flint Hills Resources
April 9, 2007
Veterans Memorial Community Center
Inver Grove Heights, MN**

Present:

Dave Andrews	Bob Golla	Eric Mahler	Roger Tippet
Kristen Engelmann	Michael Griffith	Vern Meier	Jeff Wilkes
Ed Florez	Becky Kenow	Steve Nielsen	Dennis Wippermann
Margaret Flower	David King	Ken Parker	
Velita Frandrup	Zac Lagen	Scott Parr	

Not Present:

Andrew Balgobin	Fred Mitchell (excused)
Michelle Kelly (excused)	Steve Orne (excused)
Frank Knoll	Harvey Radke

Meeting facilitated by: Mariann Johnson, M. T. Johnson & Associates
Documentation provided by: Jackie Smith

PUBLIC PORTION OF THE COUNCIL MEETING

There was no public comment.

CAC MEETING BUSINESS

CAC MEMBER/COMMUNITY UPDATES

Member question:

There was an article indicating that the City of Rosemount was looking for bids for an FHR waste/sewer project. Are they providing water/sewer to the refinery?

Jeff Wilkes/FHR response:

We are going to hook into the City of Rosemount’s sewer system. The City is soliciting the bids.

Member question:

Has there been another partner added to Project Greenfleet?

Becky Kenow/FHR response:

There may have been a new partner added. Project Greenfleet did start with School District 196. Any district in the state can apply. They continue to seek additional federal funding to provide more bus retrofits.

**REVIEWAL AND APPROVAL OF THE AGENDA AND MEETING NOTES FROM
FEBRUARY 12TH AND MARCH 24TH**

Agreement/Decision:

The Council approved the meeting notes for February 12th.

The meeting notes for March 24th were reviewed and discussed:

Member question:

Are the meeting notes from the retreat put on the web? It doesn't seem like the notes are pertinent to providing public communication.

Member question:

Would there be some confusion that the brainstorming ideas are not firm goals still in draft and discussion form?

Member comment:

The notes look like a planning or brainstorming session. I don't think the public would consider the notes or our planning to be concrete at this point.

Facilitator comment:

Keeping the information open to the public keeps the Council's discussion transparent with the larger community. We have published the planning retreat notes in the past.

Becky Kenow/FHR comment:

There were a lot of ideas thrown out at the retreat and a lot of dialogue regarding issues that will probably not be addressed in the next year.

Jeff Wilkes/FHR response:

I think the notes should be posted as they are.

Member question:

Could the web posting of the notes include a disclaimer indicating the notes are brainstorming rather than concrete plans?

Facilitator comment:

We could add a disclaimer. We could also delete the team building exercises on page 2 and 3 as they were not substantive.

Agreement/Decision:

The March meeting notes were approved with the following corrections:

- Page 2 - correct "brining" to "bringing".
- Page 2 & 3 - The introductory exercises will be eliminated.
- Page 6 – Becky Kenow will correct her response regarding cancer studies.
- Page 9 – Correct "six vacancies to fill" to "six vacancies were filled".
- Page 11 – Correct "SDS" to "STS".
- Page 15 – Correct "leaser" to "leader".

RETREAT REVIEW AND FOLLOW-UP

The facilitator posted the CAC milestones document and asked that each committee update their key activities from 2006 – 2007 by the end of tonight's meeting. The CAC accomplishments will be added to the historical milestones document.

Scott Parr/MPCA gave a follow-up to the 1999 original health risk assessment that was requested by members at the March 24th retreat. There was a task force assigned to oversee the study in 1999 and the task force expressed concern that the information provided was not forthcoming enough. They asked for an independent reviewer to look at the assessment results. Recently, Kari Palmer from the MPCA reviewed the 1999 report and the reviewer's notes. She commented that the assessment process has evolved tremendously over the past 10 years. FHR has also provided the MPCA with additional and more recent health risk assessment reports since the 1999 report. Kari offered to meet with the Council and go over all the health risk assessments.

The facilitator suggested that the reports be emailed to members. We could possibly have Kari available to answer questions regarding the risk assessment study at the May meeting.

Jeff Wilkes/FHR request:

Could everyone read the report and then FHR and MPCA staff (Kari) can answer any questions.

Becky Kenow/FHR comment:

It would be beneficial and more time effective if members could email their questions in advance so that MPCA and FHR can prepare/research answers.

Action:

Mariann and Jackie will email the health risk assessment to members to review and comment on prior to the May 14th meeting.

FHR UPDATE

Jeff Wilkes/FHR reported that FHR will be shutting down some units at the plant to begin their spring maintenance efforts.

Jeff also provided feedback from a prior CAC meeting when fines at the Alaska Flint Hills Refinery location had been discussed. FHR purchased the Alaska location in May, 2004 and subsequently inspected the plant looking for non-compliance issues. In August, 2004 the EPA did an audit. They used the findings from our initial 3rd party audit done in May, 2004 and FHR was fined for them. The issues belonged to the original owners but the burden is now the responsibility of FHR. We are currently working with the EPA on this matter.

Member comment:

After reading the articles, the problems at the Alaska refinery predate FHR owning the Alaska refinery.

Jeff Wilkes comment:

When we acquire a site, we do audits looking for non-compliances and report that information back to the agencies. Someone has to be accountable and the new owner often loses out due to the federal regulations.

Member question:

When you are considering buying a new location, why aren't these things found before you buy them?

Jeff Wilkes response:

The seller almost always lists the facility "as is".

Becky Kenow/FHR update:

Becky provided a handout listing FHR's philanthropic activities and major community partnerships. Members had previously asked for a report of partnerships/projects that FHR supports.

CAC PLANNING: VISION AND GOAL SETTING

The facilitator provided a handout of the CAC vision and planning priorities identified at the retreat. The vision priorities were consolidated and grouped as follows:

- A – Public awareness, community input, and public education
- B – Grants
- C – Leadership in CAP's (Citizen Advisory Panels)
- D – Environmental
- E – Safety

A large group discussion followed, comments included those listed below.

Jeff Wilkes/ FHR comment:

There are a lot of brainstorming items listed on the handout. Maybe the list should be narrowed down.

Member comment:

We could prioritize all the items and then determine if they are all worth pursuing.

Member comment:

Prioritizing them is an excellent idea. Then we could also consider timelines of the items.

Member comment:

We still don't have a vision, we only have strategies. I think it's really important that we identify a vision.

Member comment:

I agree. We need to isolate our vision and then have committees assigned to aspects of the vision.

Jeff Wilkes/FHR comment:

We need to remember that we should be looking at things that the community is interested in. We have struggled with a solid connection with the community.

Member comment:

Maybe we should survey the community and use the feedback to drive our vision.

Member comment:

The community seems to be in a period of complacency with FHR. We should not rest on the past success of FHR and the Council.

Member comment:

We need more community involvement and input as CAC members.

The facilitator asked for reconfirmation of the areas that the Council would like to focus on.

Jeff Wilkes/FHR response:

FHR would like to focus on areas with the Council so when we look back, FHR sees that we have improved and made a difference. Our new priority areas may not involve all of the previously established committees or current activities.

Scott Parr/MPCA comment:

The challenge to this Council is that they have been such a successful group. It's hard to come up with projects and ideas to keep improving. We need to change from being successful to being significant.

Member comment:

Maybe we should be looking at the other neighboring industries and how they could improve using the CAC/FHR model.

Scott Parr/MPCA comment:

I don't think we should tackle problems of other industries.

Member comment:

Maybe we should look at some other CAPs. We had talked about merging or information sharing with other groups.

Member question:

What if we looked at FHR going "green"? What could be done to reduce FHR's energy consumption, releasing of CO2 into the atmosphere, etc.?

Scott Parr/MPCA comment:

FHR is extremely progressive in their "green" efforts. They are very forward looking.

Member comment:

Maybe we should look at ways to help the community become "greener". We could conduct outreach to foster a green environment for the community as a whole.

Jeff Wilkes/FHR response:

We have been a successful Council because we have worked on the right things. However, we have not had a completely successful connection with the community. We have accomplished our past goals, so what do we work on now?

Becky Kenow/FHR comment:

Maybe we have too many committees? We have a clean slate so we can do whatever we choose.

Member comment:

With a new focus, we should make sure we don't lose our commitment to the old issues, especially environmental and safety.

Member comment:

I think our first priority should be to poll the community and find out what their concerns are.

Scott Parr/MPCA comment:

I think FHR's actions are the best outreach to the community. I used to receive numerous phone calls from neighbors asking what FHR was up too. I don't get those calls any longer. Now the phone calls I receive are from FHR letting me know what's going on so that if someone does inquire, I can pass along correct information.

Becky Kenow/FHR comment:

I think all of you as Council members reflect the community's interest. You should pick your projects and share the results with the community.

Member comment:

I think it is still a good idea to somehow survey the community to find out their current concerns.

Facilitator comment:

You seem to have landed on three main areas of concern – 1) community input/outreach, 2) safety/health and 3) environmental issues. You want to at least continue to monitor air and water issues. These priorities and your conversations tonight reflect what you said at the March 24th retreat.

Jeff Wilkes/FHR response:

I think the community input piece is very important. We do want to make sure that we are working on the correct items.

Member comment:

How did the Baker Report affect the community surrounding the refinery?

Jeff Wilkes/FHR response:

There were deaths as a result of the incident as well as a lot of toxins released into the environment. There is also another piggyback report out now from the OSHA side called "The Chemical Safety Report".

Action:

Becky will find both reports and Jackie will send the web addresses to all members.

Facilitator comment:

We may now be considering 3 distinct committees and possibly 2 "task forces" for membership and operations committee activities and SEP grants.

Member comment:

I'm still not certain we should let go of the "green" idea.

Facilitator question:

Should we add a 3rd task force to work on the "green" idea? Also, should the SEP grants be an ongoing priority for the Council?

Member question:

Jeff, are there any "green" directions that you are currently working on or FHR goals that we should be aware of?

Jeff Wilkes, FHR response:

I'm participating on a state-wide industry group convened by the Governor right now to discuss and explore the green house gas reduction efforts. It is a very complex issue and we really aren't sure where our discussions will lead us.

Member question:

Is FHR doing anything to change your own environmental footprint?

Member question:

We don't know what you are doing to promote the "green" focus. Maybe you could share with us what you are doing. Where are you today regarding the "green" focus and what goals does FHR have?

Jeff Wilkes/FHR response:

The "green" focus is very complex. The world is struggling with it. FHR is currently using Solomon benchmarking studies to find areas for operational improvement and how we measure up to other companies.

Action/Decision:

Vision and priority areas for the Council 2007 – 2010+ include the following:

- 1) Safety
 - Use the Baker Report and the more recent OSHA Report to identify FHR benchmarks, etc.
 - Consider using outside consultants to educate, assess and develop plans, etc.

- 2) Community Input and CAC Communications
 - Development of a community survey to discern community member areas of interest in CAC activities and mission/purpose, etc.
 - Consider having a consultant as soon as possible, to develop and implement the survey in cooperation with this committee.
 - Develop practical guidelines for CAC members when serving as "community liaisons" between their communities and the CAC.
 - Develop all communication strategies for CAC communication.

- 3) Environmental
 - Continue to monitor air emission and water remediation efforts and report at the CAC meetings
 - Consider FHR "Green" initiatives

COMMITTEE FORMATION

The facilitator asked for Council members to sign up for a committee. The new committees will meet at the May meeting and develop matrixes for each vision area.

Action/Decision:

Environmental Committee:

Dave A., Ken, Frank, Vern (co-chair), Roger (co-chair)

Safety Committee:

Dave K., Bob, Eric, Jeff, Ed, Andrew (co-chair), Mike (co-chair)

Community Input & Communication:

Zac, Margaret, Steve, Becky, Kristen (co-chair), Velita (co-chair)

Task Forces (as needed and convened by Mariann):

SEP Grants

Membership (Led by Nancy Leland)

Council Operations

The meeting adjourned shortly after 9:00 pm.

NEXT MEETING

Date: Monday, May 14

Time: 5:30 – 9:00 PM

Location: Veteran's Community Memorial Center
8055 Barbara Avenue
Inver Grove Heights, MN

Key Topics:

- Water Remediation Report
- Brief Discussions of Health Risk Assessment Reports (answers to emailed questions)
- Committees work on plans
- Council meeting dates and schedule determined