

Camden County Local Emergency Planning Committee

Meeting Minutes

Camden County EMA Conference Room, 12 VFW Road, Camdenton, MO

Friday August 7, 2020

The meeting was called to order by Chairman Robert Hayes at 11:24 AM at Camden County EMA Conference Room, 12 VFW Road, Camdenton, MO.

1) Robert Hayes welcomed everyone and hoped they enjoyed the lunch from the Butcher Shop.

Members Roll Call:

LEPC Chairperson (Volunteer Agencies) – Robert Hayes	X	
Vice Chairperson (HazMat) – Mark Amsinger	X	
County Government – Beverly Thomas	absent	
City Government – Kevin Rucker	X	
Village Government – Roger Corbin	absent	
Coordinator – Ron Gentry, EMA Director	X	
Law Enforcement – Laura Wright	absent	
Fire Service – Rob Odenwald	absent	
County Health – Bee Dampier	absent	
Hospital – Steve Dougan	absent	
Infrastructure -	Vacant	
Media – Print – Nancy Hogland	absent	
Media – Radio – William Holtz	absent	
Community/Business – Trish Creach	absent	
General Public – Gail White	absent	
Industry – Tim Jacobsen	X	
Manufacturing – Randy Miller	X	
Environmental – Lee Schuman	absent	
Academic – JD Hunter	absent	
Access-Functional Needs – Ed Thomas	absent	
9-1-1	Vacant	

Others in attendance: Mike Harris (MERC), Sam Henley (EMA), Tim Dorsey (LOFPD) Michelle Kauten (LOFPD-Secretary)

2) Approve Quorum:

-Kevin Rucker made a motion to approve we have a quorum and Ron Gentry seconded the motion, all in favor.

3) Agenda Approval:

- Kevin Rucker made a motion to accept the agenda as presented and Mark Amsinger seconded the motion, all in favor.

4) Welcome Guests/Members/Proxies:

-Robert Hayes recognized Mike Harris Executive Director from MERC and Tim Dorsey Division Chief from LOFPD as guests today

5) Approval of Minutes from February 7, 2020:

- Tim Jacobsen made a motion to approve the February 7, 2020 minutes and Kevin Rucker seconded the motion, all in favor.

6) Report from EMA – Recent Activities – Financial Report:

-Sam Henley presented Camden County's LEPC budget with a handout for everyone. We are currently at \$8649.58 and will need to deduct lunch from today and \$98.97 for the wireless microphone and HD camera that we are using.

-She is working on building a lot of lost records

-She handed out up to date information for Air/Water Quality/Environmental Health and Safety Internet Links. She will post this on the EMA website: emacamdenmo.org

7) Reports from other Agencies:

-None

8) Report on contact with members of LEPC that have not been attending

-Kevin Rucker reported that Trish Creach from the Chamber would like to remain a member and attend meetings, however, she is on vacation this week. Will wait to hear on who may be replacing Bev Thomas

-Robert Hayes will gather a list of those members who still need spoken to and Sam Henley will reach out to all of them.

-Kevin Rucker has taken a look at the attendance over the past 3 years of members and the by-laws require members to attend 50% of the yearly meetings. We need to make sure all of the members are adhering to these standards.

- Robert Hayes noted Gail White and Dr. Hatfield are out of town today

9) Discuss interest in using telephone conferencing, tabled from previous meeting:

-Sam Henley has today's meeting set up via Facebook Live

-Kevin Rucker stated it is not against any of the by-laws to broadcast live. We do need to decide if attendance can be done this way to meet our quorum.

-Sam Henley responded that this is different from teleconferencing where you can tell the person is attending in the meeting. Facebook Live works well to allow the public to access the meetings.

-Kevin Rucker asked if we know why people are not here?

-Sam Henley said some are on vacation, some don't or can't wear a mask, and some don't want to be exposed to anything within a group setting

-Kevin Rucker asked if we moved to a place with a larger room to spread out if that would help?

-Sam Henley can send an email out asking everyone their preference

- Tim Jacobsen recommends using WebEx or Zoom

-Mike Harris stated that if we were to do teleconferencing, we can use funds to do that and is considered an admin fee. Don't need a vote to move forward with this.

-Sam Henley would still like to put the meeting on Facebook Live so it is open to the public

-Mike Harris stated members still need to attend meetings during the year but can do other meetings via WebEx. This might get more people to attend.

-Robert Hayes stated that members must attend 50% of the meetings a year

-Kevin Rucker stated the by-laws require six people for a quorum. Need to decide if this is 6 people present or 6 people overall via Zoom/WebEx. He believes you can't count attendance unless you can see people moving and can interact back and forth.

-Ron Gentry agrees 100% on the need to interact via screen

-Kevin Rucker recommends the by-laws are changed due to COVID-19

-Mark Amsinger suggested asking for copies of the by-laws from one of the LEPCs in the Southeast that are already doing this

-Mike Harris will get a copy from someone and send to Sam Henley.

- Mark Amsinger made a motion to move forward with the process of changing the by-laws to allow members to join meetings via teleconferencing means, Tim Jacobsen seconded, all in favor.
- Kevin Rucker would still like to send and email out to everyone about the possibility of holding the meeting in a larger room
- Tim Jacobsen suggested that in the agenda state lunch is from 11-11:30 and the meeting begins at 11:30.

10) Discuss Cares money and LEPC's involvement:

- Kevin Rucker asked what kind of items fall under this?
- Mark Amsinger offered that LOFPD has requested money for more biohazard suits. The ones they are purchasing are multi use suits that have a 20-year lifespan and can be decontaminated 10 times before disposing.
- Mike Harris said it would be ok to write a letter coming from LEPC with suggestions of needs to send to the counties. Should also include recommending more HazMat suits.
- Kevin Rucker suggested LEPC reach out to groups that might qualify for funds and make sure they are reaching out to get funds
- Mike Harris suggested the LEPC Chairman write a letter informing what type of equipment is needed in the area. However, LEPC cannot store any equipment, the individual agencies need to keep it.
- Mark Amsinger noted that some agencies cover 2 different counties
- Tim Dorsey said that a big problem is the people in charge of reviewing the materials requested don't know/understand what those things are or why we need them
- Mark Amsinger stated that LOFPD's application was almost 100 pages long as he included all the descriptions of items being requested.
- ~~ The National Weather Service just joined the meeting
- Robert Hayes would like to find a way we can include some of the smaller departments and law enforcement.
- Mark Amsinger suggested sending out a mass email to find out the different organizations needs including Fire, EMS, and Law.
- Mike Harris's recommendation is to send the letter stating what PPE and equipment is needed not only for COVID-19 response but for HazMat response as well. Gather the info from all the organizations then submit a letter to the counties.
- A motion was made by Ron Gentry to appoint a committee to compose a letter for LEPC to send to the counties that includes a list of recommended equipment needed by surrounding responding agencies to help all better respond to both COVID-19 and HazMat incidents, seconded by Kevin Rucker, all in favor. Robert Hayes asked for volunteers for this committee
- Mark Amsinger and Tim Dorsey will start working on it and Mike Harris offered to help if needed

11) Discuss what the meeting for 2020 could/will cover:

- will put a list together for November meeting

~Meeting Break from 12:07 – 12:17 PM

12) Open Discussion:

- None

13) LEPC Training:

- Mike Harris -Executive Director of the Missouri Emergency Response Commission gave a power point presentation on the roles and responsibilities of Local Emergency Planning Committees. Key components of this presentation included collection of Tier 2 reports required by Federal Law and the need to exercise HazMat response plans annually (drills, table top, or by discussion).
- Kevin Rucker would like to do a table top HazMat exercise for 2021. He would also like to dedicate more time into the Tier 2 collection within the county.

- Robert Hayes agrees with a table top but we need to make sure we get people here to do it so we have all the moving parts
- Mike Harris will send some Tier 2 guidelines for the committee to base discussion on
- Robert Hayes said that LEPC will need to appoint someone to collect the Tier 2s from businesses that aren't submitting them to the state.

14) Next meeting date November 6, 2020

Adjournment:

With no further business to discuss Kevin Rucker made a motion to adjourn at 1:14 PM and Mark Amsinger seconded, all in favor.