

**CAMDEN COUNTY LOCAL EMERGENCY PLANNING COMMITTEE**



**Camden County Local Emergency Planning Committee**

Meeting Minutes

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

Friday February 5, 2021

The meeting was called to order by Chairman Robert Hayes at 11:30 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 – James Gohagen	X	(via WebEx)
City Government – Kevin Rucker	X	
Village Government – Roger Corbin	absent	
Coordinator – Rod Cedarwell, EMA Director	X	Sam Henley
Law Enforcement – Jeff Beacham	X	Todd Davis
Fire Service – Rob Odenwald	absent	
County Health – Stephanie Drake	X	
Hospital – Jennifer Newman	absent	
Infrastructure - Sarah Amsinger	X	
Media – Print – Nancy Hogland	absent	
Media – Radio – William Holtz	absent	
Community/Business – Trish Creach	absent	
General Public – Gail White	X	(via WebEx)
Industry –	<b>Vacant</b>	
Manufacturing – Randy Miller	X	
Environmental – Lee Schuman	X	
Academic – JD Hunter	X	(via WebEx)
Access-Functional Needs – Rachel Baskerville	X	(via WebEx)
9-1-1	<b>Vacant</b>	

**Others in attendance:** Sam Henley (EMA), Michelle Kauten (LOFPD-Secretary)

**2) Approve Quorum:**

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

**3) Agenda Approval:**

-Kevin Rucker asked that the following corrections are made to the agenda – correct meeting date year changed to 2021, change EMA Director’s email at bottom, time and date of posting the agenda must be noted, and WebEx and Facebook access instructions for members and the public.

**Kevin Rucker made a motion to accept the agenda with the corrections and Mark Amsinger seconded the motion, all in favor.**

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### 4) Welcome Guests/Members/Proxies:

-Bob Hayes welcomed Sarah Amsinger from Horseshoe Bend Special Road District to the meeting. She will be representing Infrastructure.

-Bob Hayes also informed everyone that Rod Cedarwall is the new Camden County EMA Director.

### 5) Approval of Minutes from November 6, 2020:

- Kevin Rucker made a motion to approve the November 6, 2020 minutes and Mark Amsinger seconded the motion, all in favor.

### 6) Discuss WebEx conferencing, by-laws changed to include attendance via WebEx:

**Section 4: Video Conference Meetings:** Meetings may be held online or other electronic formats provided the tentative meeting agenda provides the proper information for members to be able to attend the meeting in video mode. There shall be information for the public to be able to sign in for listening mode only. All per Sunshine Act "610.020.1, RSMo.

All votes taken via roll call will have the member attending by video having a visual presence. If the visual presence is lost then that person is considered absent from the meeting and unable to vote.

**Kevin Rucker made a motion to accept and insert Section 4, Video Conference Meetings, adopted as written into the By-Laws, Lee Schuman seconded, all in favor.**

-Kevin Rucker suggested the clean up of "number of votes needed to vote in by-laws".

-Bob Hayes said as an officer he doesn't think he gets to vote

-Mark Amsinger believes it has been misinterpreted, the officer can't make a motion but the officer is allowed to vote.

**Kevin Rucker made a motion that Section 6 becomes Section 7: Quorum - an officer and 5 members of LEPC shall constitute a quorum for the purpose of conducting the business of the Committee, Lee Schuman seconded, all in favor.**

### 7) Report from EMA – Recent Activities:

- Sam Henley presented the Financial Report with a balance of \$27,507.99.
- ESF 10 Oil and Hazardous Material Response document – Steve Shaw with MERC advised us we are a year behind. We need to go through and review and make revisions and submit to him for approval. Send any revisions to Sam and she will put it all together and submit to Steve. Sam will send out again to everyone to review along with the required mandatory changes needed and everyone must have them back to Sam by April 1<sup>st</sup>.

### 8) Reports from other agencies:

-None

### 9) Report on assignments to contact individuals:

- Once the committee member list is set we will need to send it off to the County Commission for approval. It was suggested that each member shall submit a letter as a written notice of their designee to attend the meeting if they are unable. These notices will be good for a year.

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The following is a list of who will contact individuals to check on membership and attendance and interest in joining the committee

- Bob Hayes will contact Roger Corbin to check on membership and attendance
- Mark Amsinger will speak with Rob Odenwald and Jennifer Newman
- Kevin Rucker will speak with Nancy Hogland
- Bob Hayes will speak with William Holtz
- Sam Henley will speak with Trish Creach
- Mark Amsinger will speak with KC Kloke
- Todd Davis will speak to Legina Fitzpatrick and Maggie Rector

### **10) Discuss Cares money:**

- What was requested and approved – we were approved for the computer, camera, and microphone for LEPC along with a year subscription of WebEx.
- What was denied and why – then entire list that Bob Hayes compiled after speaking with first responding agencies was thrown out due to items required to have been purchased prior to requesting CARES money. Mark Amsinger suggested asking for financial help from the county for agencies requiring help with funds to purchase items in order to be eligible for CARES money.

### **11) Discuss what the meeting for 2021 could/will cover:**

-Kevin Rucker suggests we reach out to our agencies we provide training to and ask how else we can help them? Do they need computers for online training? We may need to look at different ways of delivering classes.

-Sam Henley recommends the committee do a table top exercise even though it is not required for 2021. After discussion everyone agrees a table top exercise would be beneficial. Sam Henley will report on table top ideas and potential dates and locations available at the meeting on May 7<sup>th</sup>. Mark Amsinger will alert other agencies that a table top exercise will be coming up and find out who is and is not up to date on their NIMS 100, 200, 700, and 800.

-Bob Hayes received notification that MERC awarded Camden County with a Chemical Suicide course for the 2020 Hazardous Materials Emergency Preparedness grant year and an MC 306/406 Tank Rollover course for the 2021 HMEP grant year. All training will need to be scheduled no later than June 1, 2021. Mark Amsinger will speak with the training officers to see where we can fit these classes in.

### **12) Open Discussion :**

- none

### **13) Next meeting date May 7, 2021**

- future 2021 meetings will be held August 6<sup>th</sup> and November 5<sup>th</sup>

### **Adjournment:**

With no further business to discuss Mark Amsinger made a motion to adjourn at 12:55 PM and Lee Schuman seconded, all in favor.