

# Camden County Local Emergency Planning Committee

## Meeting Minutes

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

Friday May 13, 2022

The meeting was called to order by Chairman Robert Hayes at 11:30AM at Camden County EMA Conference Room, 12 VFW Road, Camdenton, MO. This meeting was also offered via Webex and Facebook Live.

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	Absent	
City Government – Kevin Rucker	X	
Village Government – Ronda Stehle	X	
Coordinator – Sam Henley, EMA Director	X	
Law Enforcement – Todd Davis	X	
Fire Service – Rob Odenwald	Absent	
County Health – Stephanie Drake	Absent	
Hospital – Jennifer Newman	X	Todd Farley
Infrastructure - Sarah Amsinger	X	
Media – Print – Nancy Zoellner	Absent	
Media – Radio – William Holtz	Absent	
Community/Business – KC Cloke	X	
General Public – Gail White	Absent	
Industry – Lagina Fitzpatrick	X	
Manufacturing – Randy Miller	Absent	
Environmental – Lee Schuman	X	
Academic – Chris Byington	X	
Access-Functional Needs – Ed Thomas	Absent	
9-1-1 – Maggie Rector	Absent	

**Others in attendance:** Michelle Kauten-LOFPD, Brett Hendrix-SEMA, Mandy Blair-Camden County Auditor, Sara Allen-MERC

### **2) Approve Quorum:**

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

### **3) Agenda Approval:**

- Kevin Rucker made a motion to accept the agenda and Todd Davis seconded the motion, all in favor.

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

-A motion was made to approve Ronda Stehle as new Village Government representative replacing Roger Corbin by KC Cloke, seconded by Mark Amsinger, all in favor.

-A motion was made to approve Chris Byington as Academic representative replacing J.D. Hunter by KC Cloke, seconded by Todd Davis, all in favor.

-A motion was made to approve Todd Davis as Law Enforcement representative replacing Jeff Beauchamp by Kevin Rucker, seconded by Lee Schuman, all in favor.

#### **5) Approval of Minutes from November 5, 2021:**

- Lee Schuman made a motion to approve the February 18, 2021, minutes and Mark Amsinger seconded the motion, all in favor.

#### **6) Financial Report**

-A motion to approve money spent on Food for Handling Propane Emergency training: \$224.27, and LEPC lunch February 4, 2022 : \$110.44, and Copies for Meeting: \$41.00 was made by Kevin Rucker, seconded by Mark Amsinger, all in favor.

-Discussion took place regarding the Owl Intelligence System: Kevin Rucker suggested that this piece of equipment would be valuable for many things other than just meetings. It could be used in emergency situations. This would be another tool in the toolbox. The Owl could also enhance training capabilities without people able to attend in person. Lee Schuman added that it would help keep fire districts in their response area with the ability to still receive training if approved and granted permission from the training entity. Sara Allen added that LEPCs cannot receive grants/funds from the Cares Act Fund or Federal Funds. If the EMD gets a grant to purchase an Owl the LEPC could rent it from them.

-A motion to approve the purchase of the Owl Intelligence System and tripod equipment not to exceed \$1500.00 with LEPC funds was made by KC Cloke, seconded by Lagina Fitzpatrick, all in favor. Sara Allen reminded all that we will need to do a proposal to MERC to purchase equipment outside normal operating guidelines. Lee Schuman will develop the proposal to present to MERC. Sara Allen went on to remind everyone that any tools purchased by an LEPC must be used strictly for HAZMAT purposes only.

-A motion to approve Monies to be spent on LEPC lunch August 5, 2022 approx. \$120 and Cost of copies for meeting as needed and the monthly financial report with a current balance of \$20,314.44 was made by Lagina Fitzpatrick, seconded by KC Cloke, all in favor.

#### **7) HMEP course approved :Handling Propane Gas Emergencies**

- The HMEP course held April 25, 2022 at Mid-County Fire and the propane for the class was donated by S & W Propane. Bob Hayes will present them with a certificate of appreciation.

#### **8) ESF#10 – Vote on Approval**

- A motion to approve the ESF#10 Oil and Hazardous Materials Response was made by Lee Schuman, seconded by Kevin Rucker, all in favor.

#### **9) Discuss Annual Exercise**

-Bob Hayes reported that there was an issue with our past tanker rollover exercise. He was to send to MERC for preapproval and that was not done. He found this out after he submitted the after action report. Sam Henley did go ahead and get all of the needed paperwork submitted. We are waiting to hear

back from Whitt Kellough with MERC to make sure it met all the requirements. If the paperwork provided meets the requirements it will be ok. Bob Hayes also reported that we haven't received money from the state for 2 years and he called to find out why. Sara Allen brought a list of items we are missing to get us the funds. She will meet with Lee Schuman after today's meeting to discuss. Bob Hayes suggested a boat accident with a boat running into a gas dock for our next annual exercise. Kevin Rucker will contact Water Patrol and get a water accident scenario to use. Sara Allen reminded everyone that it must be submitted to MERC for approval prior to the exercise. A motion to approve a boat run in with a gas dock as the next annual exercise was made by Mark Amsinger, seconded by Kevin Rucker, all in favor.

#### **10) Report on proposed changes in the LEPC by-laws**

-Lee Schuman presented everyone with a copy of the drafted LEPC by-laws to review. This is to be approved at the August meeting. Lee Schuman has stepped up to help with treasurer duties and we will need to make him the official treasurer at the next meeting. Kevin Rucker reached out to Sara Allen for help with the revisions. He gave an overview of how LEPCs were created starting with the county commissioner's being in charge, however, MERC is now in control and acting as the Director. LEPCs take care of local HAZMAT incidents, MERC is the group within the state that has a director to make sure we are all doing things correctly. Then there is the board which includes members across the state appointed by the governor. If we don't like what MERC is doing we can go to the governor. Sara Allen is the messenger or interpreter for the Director of MERC. She has informed us that we do not need to have by-laws but Kevin Rucker feels we need to have a set of by-laws to operate by. We must follow state and federal guidelines and cannot have anything in opposition to those state and federal regulations in our by-laws. Kevin Rucker proceeded to walk the committee through the revisions and additions to the draft by-laws handed out. Sara Allen informed everyone of the duties an EMA Director can and cannot do. They are a voting member of the committee but cannot hold the positions of chairman or vice chairman. She went on to explain the role of the treasurer is as of a bookkeeper and cannot make financial decisions and only the chair or vice chairman can sign checks. The Commissioner can no longer appoint members to LEPC but they should attend meetings to be kept up to date.

#### **11) Report on availability of list of companies that have submitted Tier II forms from website**

-Sara Allen reported that the database is not available yet. Tier IIs are always a year behind and anyone can request that list.

#### **12) Reports from other agencies**

-Sara Allen announced that the next MERC 101 meeting will be held June 1<sup>st</sup> 1-4pm at Green County. There will be two virtual meetings available end of the season. May 19<sup>th</sup> is the next commissioners meeting. The newsletter comes out after the meeting with new information to go out to everyone. You can attend meetings/trainings outside of your region. LEPC can cover acceptable travel expenses. She reminded us to send in our quarterly financial report. The Region 7 conference will be June 7-9<sup>th</sup>, 2023 in Independence. It is held every other year.

13) **Open Discussion**

-Kevin Rucker has learned that not only does LEPC have the responsibility for training and educating about HAZMAT to first responders but can educate kids in school, the community, and local manufacturers.

14) Next meeting date August 5, 2022

**Adjournment:**

With no further business to discuss Kevin Rucker made a motion to adjourn at 1:08PM and Mark Amsinger seconded, all in favor.