



GENERAL MEETING AGENDA

Date: Tuesday, JUN 21, 2022 0900 HRS.

Location: 701 Main Street, St. Joseph, MI 49085

Note: Committee business and announcements are published at: <http://www.bcsheriff.org/1529/Local-Emergency-Planning-Committee-LEPC> .

The committee's newsletter and meeting cancelation notices can be subscribed to at: <http://www.berriencounty.org/list.aspx> .

<u>TIME</u>	<u>AGENDA ITEMS</u>	<u>FACILITATOR</u>
0900	Call to Order: <ul style="list-style-type: none"> Reminder- Please turn off all electronic devices off. Upon calling the meeting to order, it shall be the duty of each member to conduct himself/herself in a professional manner, to avoid unnecessary noise and to refrain from private conversation. Public in attendance shall be held to the same standards of conduct. 	Chairperson
0901	Roll Call of Members: <ul style="list-style-type: none"> Conducted by review of member sign in sheet. Secretary announces a quorum to conduct business. 	Secretary
0905	Public Comment: Public comments at this portion of the meeting must be related to business listed on today's agenda only. Those speaking during public comments may do so no longer than two minutes . If time permits, additional time may be given at the end of the meeting for.	Chairperson
0915	Presentations: <ul style="list-style-type: none"> Southwest Michigan Red Cross Board of Directors – Community Preparedness 	Robert Wilson
0930	Approve Previous Meetings Minutes	Chairperson
0935	Approve Consent Calendar The following actions are considered routine and will be adopted by one voice vote unless a request for removal, discussion, or explanation is received from a board member: <ul style="list-style-type: none"> A2022001 Resolution Adopt Virtual Meeting Policy M2022001 Confirm appointment of Caitlin Sampsell as LEPC Member 	Chairperson

BERRIEN COUNTY



<u>TIME</u>	<u>AGENDA ITEMS</u>	<u>FACILITATOR</u>
0940	Items removed from Consent Calendar.	Chairperson
0945	Executive Subcommittee Reports: <ul style="list-style-type: none">• Chairperson Report• Secretary Report• Information Coordinators Report• Emergency Management Coordinator	As indicated
1015	Membership Subcommittee Report	Secretary
1020	Old Business <ul style="list-style-type: none">• Virtual Meeting Policy• Plan Update	CPT Adams
1025	New Business <ul style="list-style-type: none">• Sgt Ronald Bush Resignation	
1030	Announcements/Reminders <ul style="list-style-type: none">• Next LEPC General meeting is 08/16/ 2022, at 9AM, BC Administration Center.	Chairperson
1035	Public Comment <ul style="list-style-type: none">• Those speaking during public comments may do so no longer than two minutes. This entire Agenda Item will conclude by the adjournment time indicated below unless a member moves to adjourn the meeting earlier or a motion is made to extend the meeting.	Chairperson
1045	Adjourn <ul style="list-style-type: none">• Adjournment is at the chairperson's description when business has obviously concluded or the discussion has reached the planned end time published on the agenda.	Chairperson



LEPC MEETING MINUTES

Date: Tuesday, February 15, 2022

Location: 701 Main Street, St. Joseph, MI 49085

Call to Order:

- Meeting opened at 9:00am by Chair Dave Vollrath.

Roll Call of Members:

- Chair Dave Vollrath announced a quorum to conduct business.
- Rockey Adams, Dave Albers, Michael Davidson, Frank DeLaTorre, Al DiBrito, Beth Ferry, Ashley Geuther, Michael Hansen, Robert Harrison, Jim Kalinowski, Ed Kretchman, Carmen Kucinich, William Martindale, Caitlin Sampsell, Todd Taylor, Dave Vollrath.

Public Comment:

- None.

Presentations:

- Captain Rockey Adams from Berrien County Emergency Management Division presented on Threat Assessment Teams and stated he and Deputy Albers formulated a Threat Assessment Team working group to discuss a comprehensive strategy to implement teams in Berrien County schools using a common protocol. After, using that model, a modified guidance for the chemical sector will become available for the industry to use if they choose to.
- Spectrum Lakeland has a program; Al DiBrito offered to share their resources as may be needed. Al.dibrito@spectrumhealth.org
- Carmen Kucinich stated the FBI Victim Services Advocates are looking for ideas to better educate police chiefs across the state about their programs for recovery.

Approve Previous Meetings Minutes:

- A supported motion to approve the minutes of December 21, 2022 was made by Michael Hansen and approved unanimously.

Executive Subcommittee Reports:

- Chairperson Report: Hope everyone arrived safely and if you have any problems with this building please let us know. This conference room is on the docket until the end of the year. The next meeting is Tuesday, June 21, 2022.
- Secretary Report: Continuously updating the Berrien County LEPC website. Please email ageuther@berriencounty.org if you have any ideas for the website. Also if you have any ideas for future presentations let me know and we can put that on the agenda.



- Information Coordinators Report: Tier II reports are steadily coming in. Once all of the chemical facility plans are updated members and emergency responders can download through [Berrien County's Sharefile](#). The Hazardous Materials Emergency Preparedness (HMEP) Grant paperwork is signed, the resolution is on the docket for the commissioners meeting on Thursday and the paperwork will be sent to Michigan State Police Friday. Last quarter, the New Buffalo Water Department was broken into and a variety of tools and a chlorine cylinder emergency kit was stolen. For trainings, Paradigm held a Pipeline Emergency Response Training on February 7th at the Mendel Center. The Michigan Hazardous Materials Responder Conference is April 11th through 13th, and the Midwest Hazardous Materials Response Conference will be held virtual on May 6th through June 6th. We are always looking for Fire Departments and Facilities to have the hazmat team out for training. If you are interested or know anyone interested please call or email.
- Emergency Management Coordinator: The Emergency Management Division will be publishing our drafted Hazard Mitigation Plan for public comment. A resolution will be needed from all the municipalities to adopt the plan. There is a deadline of August, but we want to get it to FEMA before June. This project opens the doors for communities to apply for Building Resilience Infrastructure & Communities Grants. Over the last few months the Palisades Community Advisory Panel started meeting. Their goal is to provide open communication, public involvement, and education on issues related to the Palisades Nuclear Power Plant shutdown and decommissioning, The Emergency Management Division hosted a 4-day 800 MHz Radio Train the Trainer Course. We also participated with Buckeye Oil in Niles on a pipeline exercise to practice coordinating our response together.

Membership Subcommittee Report:

- If you won't be able to attend an LEPC meeting please send an email so you will have an excused absence. Three or more unexcused absences can lead to a review of your participating membership.

Old Business:

- [Virtual Meeting Policy](#): Attached is the updates to the proposed virtual meeting policy. If you would like to comment on it please email tier2@berriencounty.org. We plan to have our corporate counsel review it and bring it back to the group for a vote in the 2Q meeting.

New Business:

- None.



Public Comment:

- Beth Ferry introduced herself to the LEPC. She stated she works for Michigan State University Extension in Berrien County in the agriculture industry specifically with animals for highly contagious disease outbreaks. She also works with The Emergency Response to Accident Involving Livestock (ERAIL) Program that is focused on providing resources and training for first responders that could be involved in responding to an accident where animals are involved.
- Frank DeLaTorre requested information regarding the status of a Rescue Task Force.
 - Rocky Adams stated there are plans to start up the program and we do not have an exact date yet. We recently applied for state grants to get additional training equipment and instructors.
- Caitlin Sampsell stated they received a 5 million dollar state grant for a new radio tower for South County. We are also looking into creating a new dispatch center with the Emergency Operations Center to have a backup center.

Adjournment:

- Meeting adjourned at 09:56 am.

Respectfully submitted,

Ashley Geuther
Secretary



LOCAL EMERGENCY PLANNING COMMITTEE RESOLUTION

A2022001 - ADOPT VIRTUAL MEETING POLICY

SPONSORED BY: CPT ROCKEY ADAMS

MEETING DATE: JUNE 21, 2022

Introduction

The Michigan Open Meetings Act (Act 267 of 1976) requires public bodies open to the public and must be held in a place available to the general public. The Act explains permissible reasons for a member to be absent from the meeting location and be allowed to participate using virtual meeting aid, such as a phone or internet meeting tool. In these circumstances, the public body must establish the procedures to accommodate the absence of any member needing to be absent for the reasons permitted by the Act. The Act expresses requirements for such procedures to address.

The COVID19 pandemic revealed that this body did not have the procedures explained above and due to that emergency response, this body was unable to meet in order to adopt the necessary procedures to allow virtual meetings.

Due to the nature of the SARS-CoV-2 hazard, it was in the public health interests of the community to require people to stay away from each other and limit personal contact. This was done to lessen the chances of spreading the virus among each other. Virtual meetings became an excellent mechanism to meet that goal. It is for these reasons, the sponsor recommends adopting this policy, in an effort to be prepared in case there are similar future issues that preclude meeting in person.

A Virtual/Digital Meeting Policy and Procedure has been introduced to this body during the December 21, 2021 meeting in draft form. It was posted on the internet for public comment until January 31, 2022. All comments were from committee members and were incorporated into a final draft presented at the February 15, 2022 meeting. The draft is being presented for adoption during this JUNE 21, 2022 meeting.

Resolved

The Berrien County Local Emergency Planning Committee has agreed to resolve the following:

- 1. The attached "Virtual/Digital Meeting Policy and Procedure v2" shall be adopted by this committee.

Certification

The above resolution is a true and accurate reflection of the committee's decision made by majority vote on the indicated meeting date. This resolution is certified by the signature of the chairperson and secretary of the committee.

Secretary: Mrs. Ashley Geuther

Chairperson:

(Signature)
JUNE 21, 2022

(Signature)
JUNE 21, 2022

(Date)

(Date)



LOCAL EMERGENCY PLANNING COMMITTEE RESOLUTION

M2022001 - CONFIRM APPOINTMENT OF CAITLIN SAMPSELL AS AN LEPC MEMBER

SPONSORED BY: CPT ROCKEY ADAMS

MEETING DATE: JUNE 21, 2022

Introduction

A vacancy exists in primary membership for the Broadcast Stations and Media Groups category that will expire Dec 31, 2023.

LEPC bylaws state the following regarding vacancies: *“Vacancies shall be appointed by the Chair at the earliest possible time and new appointees’ names shall be sent to the MCCERCC for approval and will serve the remainder of the predecessor’s term.”*

Caitlin Sampsell is the Director of Berrien County Public Safety Communication Center.

The membership committee favorably recommends Caitlin Sampsell for appointment to the LEPC.

Resolved

The Berrien County Local Emergency Planning Committee has agreed to resolve the following:

1. The primary members of the LEPC confirm the Chair’s appointment of Caitlin Sampsell to serve as a primary member representing Broadcast Stations and Media Groups until December 31, 2023.

Certification

The above resolution is a true and accurate reflection of the committee’s decision made by majority vote on the indicated meeting date. This resolution is certified by the signature of the chairperson and secretary of the committee.

Secretary: Mrs. Ashley Geuther

Chairperson:

(Signature)

(Signature)

(Date)

(Date)



2022 Berrien County Local Emergency
 Planning Committee Meeting Calendar

Date	Time	Location
February 15, 2022	0900	Berrien County Administration Center 701 Main Street St. Joseph, MI 49085
June 21, 2022	0900	Berrien County Administration Center 701 Main Street St. Joseph, MI 49085
August 16, 2022	0900	Berrien County Administration Center 701 Main Street St. Joseph, MI 49085
November 15, 2022	0900	Berrien County Administration Center 701 Main Street St. Joseph, MI 49085