

Local Emergency Planning Committee (LEPC)

August 11, 2011 Meeting Minutes

Present: Todd Barnes, Belinda Furby, Kimberly Kashmer, Karen Messana, Karen Bellamy, Donna Wright, Steve Powers, and Holly Haire.

Meeting called to order by Donna Wright, Richmond County Emergency Management Director.

Presentation and discussion of the meeting's agenda.

Old minutes presented; approved with a recommendation given by Todd Barnes and a second by Karen Messana.

Presentation by Randy Hoffman, Regional Response and Recovery Coordinator, Mid Carolina State Medical Assistance Team.

- Not Regulatory; disaster assistance only.
- Can be deployed by Emergency Management or by the Governor.
- Each team can travel with 6 hours within their region; can travel 12 hours within the State-other situations do occur.
- Resources Templates offered that are NIMS compliant.
- Will be holding a communications exercise in late October.

By-laws discussed.

ARTICLE III

MEMBERSHIP

Section 1. Members-The Richmond County Local Emergency Planning Committee shall be composed of representatives from the following groups or organizations that **desire to join and** have physical operations within Richmond County.

ARTICLE IV

OFFICERS

Section 2. Election and Term- The Committee shall elect, from its own membership, **a Chairman and** a Vice- Chairman.

ARTICLE VII

MEETINGS

Section 4. Quorum. ~~A quorum shall consist of a majority of voting members representing the organizations and groups listed in Article III, Section 1. A quorum shall be required to transact business. (A quorum shall be a minimum of eleven (11) voting members representing the 20 groups/organizations including the Chairman and Vice Chairman.~~ **A majority (more than half) of the filled membership positions shall constitute a quorum. A quorum is necessary to conduct official business at any meeting. The Chairperson shall be considered a member of the Board in considering the number of members actually present for a quorum.**

LEPC Activity Check Sheet reviewed. The LEPC must meet at least 70% of the major categories listed to be considered an active LEPC.

Next meeting will be held October 18, 2011 at 12 noon at Progress Energy Site. Lunch will be served.

Other agenda items tabled until next meeting.

Meeting adjourned.

Complied by Holly K. Haire, REHS

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