



PO Box 100, Hillsboro, MO 63050

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Meeting Date/Location: 11/25/2025, 1:30 p.m.

1409 Herculaneum Industrial Drive, Herculaneum, MO 63048

Records and media requests should be addressed to:

Jefferson County Local Emergency Planning Committee, PO Box 100, Hillsboro, MO 63050

Attendees: See completed Sign-in Sheet on file.

Call to Order: Meeting called to order by D. Ridenhower at 1:30 p.m.

Agenda Approval:

MOTION: Mike Siegel made a motion to approve the agenda.

Second: Warren Robinson, **All approved, Motion passed.**

Introductions: Introductions made.

Approval of previous minutes: 9/23/2025

MOTION: Josh Boehme made the Motion to approve the minutes as written.

▪ **Second:** Mike Siegel, **All approved, Motion passed.**

Approval of Treasurer reports: J. Akins presented the treasurer report with a balance of \$26,086.93 with \$69.12 pending for training meals.

MOTION: Mike Siegel made a motion to approve the Treasurer's report as presented.

• **Second:** Warren Robinson, **All approved, Motion passed.**

New Business:

HMEP: Jina Akins reported that we can request 3 courses and 1 DNR course. The course catalog was sent out to the members. The deadline is November 28 to submit our selections. First choice is MERC075 The Lithium-Ion Revolution. Second choice is MERC087 Confined Space Rescue. Third choice is MERC055 Hazmat Basic Life Saver Provider. Our DNR choice is MERC052 MERRTT-Radiation Training.

MOTION: Josh Boehme made the Motion to approve HMEP course selections and submit.

• **Second:** Warren Robinson, **All approved, Motion passed.**

Hazmat Training Meals: Jina Akins reported that this needs to be voted on annually if the LEPC is going to continue to pay for training meals and water.

MOTION: Jina Akins made the Motion to approve that the LEPC pays for training meals and water.

• **Second:** Nancy Oxmann, **All approved, Motion passed.**

Jefferson County Local Emergency Planning Committee

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Update & Approve By-Laws: Jina Akins reported that the By-Laws were sent out with the meeting packet. Everyone had a chance to review. No updates at this time was submitted.

MOTION: Don Ridenhower made the Motion to approve the current By-Laws with no changes at this time.

- **Second:** Mike Siegel, **All approved, Motion passed.**

Old Business:

RFP Update: Jina Akins reported that there were no proposals submitted. We had an exercise meeting before our LEPC meeting to discuss how we move forward. We are going to write the exercise ourselves with an initial planning meeting on January 7, 2026. We have set a tentative exercise date of Saturday, May 16, 2026. Hazmat Chief Josh Boehme has been in contact with Jeffco 911 Chief Whitehead about participating with area command dispatch during the exercise.

Special Committee Reports:

- Jefferson County OEM – W. Robinson has nothing to report.
- MERC – Not in attendance.
- JC HSERT – J. Boehme reported that they responded to 2 calls – Ste Gen MVA & Radiation at Northwest High School. This brings our call total to 10 calls year to date. The Jeffco Hazmat Training for Mass Decon had at least 12 people show up to each class.
- Department of Natural Resources – Not in attendance.
- EPA – Not in attendance.

Exercises and Trainings:

- <https://www.ewgateway.org/training-and-exercises/>
- <https://sematraining.com/>
- https://www.pdigm.com/State_Programs_Website.html

Comments for the good of the order:

Adjournment:

- **Motion:** Mike Siegel made the Motion to adjourn
 - **Second** – Don Ridenhower, **All approved, meeting adjourned 2:14 p.m.**

NEXT MEETING – January 27, 2026.