

ROCK COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE

July 15, 2014 - Minutes

Chair Gary Schenck called the meeting of the Rock County Local Emergency Planning Committee to order at 9:00 AM at the Rock County Health Care Center, Emergency Operations Center.

Members Present: Chair Gary Schenck, Sgt. Shena Kohler, Chief Loren Lippincott, Robert Swenarski, Jay Gasser, Rick Richard, Tim Banwell, alternate for Karen Cain, Deputy Chief Dan Davis, and Norvain Pleasant.

Members Absent: Vice Chair Lt. Ron Sagen, Karen Cain, Scott Cashion, Captain Gary Groelle, Steve Benton, Dave Ausloos, Robert Wildermuth, and Josh Hilden.

Guests: Frank Docimo, Hazardous Materials Training Coordinator, Wisconsin Emergency Management; Lt. Brad Altman, Wisconsin State Patrol; Rick Wietersen, County Health Department; Chris Walsh, Director of Operations, City of Beloit Public Works.

Motion by Chief Lippincott and seconded by Norvain Pleasant to suspend the meeting for Frank Docimo's presentation. Motion carried. The LEPC Committee meeting was suspended at 9:00 AM

Mr. Docimo introduced himself and gave a brief synopsis of his background. He advised the Committee of his role and the role of Wisconsin Emergency Management pertaining to EPCRA and Local Emergency Planning Committees. The Committee thanked Mr. Docimo for his informative presentation.

Motion by Norvain Pleasant and seconded by Chief Lippincott to reconvene the LEPC meeting. Motion carried. The meeting reconvened at 9:53 AM.

Adoption of Agenda: Motion by Robert Swenarski and seconded by Sgt. Shena Kohler to approve the agenda. Motion carried.

Approval of Minutes: Motion by Norvain Pleasant and seconded by Robert Swenarski to approve the minutes from May 20, 2014. Motion carried.

Committee Reports:

- ◆ **Plan of Review** – Chief Lippincott advised the Plan of Review Committee met prior to the LEPC Meeting and reviewed six off-site facility plans and the removal of one off-site facility plan. The Committee found some minor revisions. Motion by Chief Lippincott and seconded by Robert Swenarski to forward the plans to Wisconsin Emergency Management once the revisions were made. Motion carried.
- ◆ **Community Right-to-Know** – Sgt. Kohler advised the 4-H Fair will be held next week. There will be a table for LEPC and Emergency Management at the fair. She

stated that if any of the members were interested in providing any information, the fair will be held from Tuesday, July 22nd, through Sunday, July 27th.

◆ Membership – Election of Members:

Motion by Jay Gasser and seconded by Chief Lippincott to approve the 3-year renewal memberships and the 2-year renewal membership for the Vice-Chair. Motion carried unanimously.

Motion by Jay Gasser and seconded by Chief Lippincott to approve two new memberships. Motion carried unanimously. They are as follows:

Chris Walsh – Director of Operations July 31, 2014 – July 31, 2017

Lt. Brad Altman – Wisconsin State Patrol July 31, 2014 – July 31, 2017

- ◆ Plan of Work – Sgt. Kohler advised she has submitted the grant to update the 5-year Hazard Mitigation Plan. They have also selected a writer to prepare the plan with updated information. It will take approximately 1 ½ years to complete.

Sgt. Kohler further advised the County Health Department is required to have a Mass Fatality Plan. This is a joint effort with Emergency Management, Coroner's office and County Health Department. Testing of the plan will be done in the form of an exercise on December 9, 2014.

There will be an EPCRA related tabletop exercise August 26th from 1-4:30 PM. She stated this is a good opportunity to expand into private partnerships as well as working with St. Mary's to test.

New guidelines for family assistance centers were discussed. Also discussed was the conversion of annexes to ESF's.

Emergency Management Report:

- ◆ Budget Report - The Committee reviewed the budget report with no questions. Sgt. Kohler advised the Committee if they needed anything, to let her know. Supplies such as pens and can coolies were ordered for the fair and National Night Out.

Any training opportunities that relate to LEPC could be paid for through the LEPC budget. Some lodging and meals could also be covered.

- ◆ Spill Report - Spill reports were distributed. The Committee had no questions. Sgt. Kohler stated that the spill reports that come from the State could be forwarded to the Committee if they are interested. Jay Gasser suggested sending the State spill reports to the Committee members.

Sgt. Kohler advised some billing questions have come up. She stated if the Fire Departments want to pursue billing a spiller, she will support the Fire Department and will forward the bill to the spiller.

◆ Training

Sgt. Kohler advised the MABAS Conference is July 31, 2014.

Debris Management training is August 6-8, 2014 in Dane County. This is a required class for certification and there is no charge for this course.

Continuity of Operations training September 3-September 5, 2014. This is at the Health Care Center, Emergency Operations Center.

Sgt. Kohler advised she and Dr. Jay MacNeal will be attending the annual Housing Authority Conference on September 17th in Wisconsin Dells. Dr. MacNeal will be presenting biohazards and Sgt. Kohler will be presenting emergency planning for housing authorities. There is no charge for this conference.

Sgt. Kohler advised that VOAD is being restructured. There will be four meetings per year. The Committee will see the press releases. There will be faith based, non-profit organizations and volunteers as part of this group.

Chair Schenck advised there will be a Department of Transportation conference August 27-28, 2014 in Green Bay. There will be a charge for this conference.

Chair Schenck also advised the Midwest Emergency and Preparedness Meeting will be held in Rockford . More information will be forthcoming.

Public Health – Tim Banwell had nothing to report.

Committee Updates – None

Public Input - Rick Wietersen advised that Clean Sweep will be held in Orfordville at the County Garage on August 22nd and in Janesville on August 23rd at the Department of Public Works.

Lt. Altman advised the amount of hazardous materials being transported on the interstate is phenomenal. Discussion ensued regarding the possibility of alternate routes during I-90 / I-39 construction.

Old Business – Nothing to report.

New Business

- ◆ Discussion on “Summit” – No information was available.
- ◆ Exploration and Link to Social Media - Sgt. Kohler is seeking approval from the Sheriff's Office Administration to create an Emergency Management and Local Emergency Planning Committee facebook. This will result in more community awareness. She asked for volunteers to work on facebook.

- ◆ Commodity Flow Study – Chair Schenck stated the Committee would like to know the types of hazardous materials, amounts and any other information pertaining to their being transported through the municipalities. He stated the last Commodity Flow Study was general specific.
- ◆ Discussion of Necessity of Sub-Committees – Sgt. Kohler indicated that it is important to know who the members of each sub-committee are and the purpose of each sub-committee.
- ◆ Sgt. Kohler stated that she would like to send a letter out to the Tier II facilities and invite them to the next LEPC meeting in September as a “meet and greet”.

Next Meeting: The next LEPC meeting will be held September 16, 2014 at the Rock County Health Care Center, Emergency Operations Center.

Adjournment:

Motion was made by Chief Lippincott and seconded by Jay Gasser to adjourn the meeting. Meeting adjourned at 11:12 AM.

Respectfully submitted:
Shirley Klipstein

Materials distributed at this meeting were:

1. Spill Report
2. Budget Report