

ROCK COUNTY  
LOCAL EMERGENCY PLANNING COMMITTEE

Plan of Work - Minutes

September 21, 2021

**Sub - Committee Members present:** Chair Robert Swenarski, Patti Miller, Sgt. Shena Kohler, Todd Lambert, Mary Beaver, and Robert Wildermuth

**Guest:** Tammy Kettleon (RCSO-EM)

**Call to Order:**

Chair Robert Swenarski called the Rock County LEPC Plan of Work Sub-Committee meeting to order at 8:51 AM via Zoom conference call.

**Adoption of Agenda:**

Motion by Patti Miller to approve the agenda and seconded by Todd Lambert. Motion carried.

**Approval of Minutes:**

Motion by Mary Beaver to waive the reading and approve the minutes from September 17, 2019 and seconded by Robert Wildermuth. Motion carried.

**Annual Review of Bylaws:**

Sgt. Shena Kohler presented the LEPC bylaws for annual review. Motion made by Patti Miller, seconded by Robert Wildermuth, to approve the review and changes made to the bylaws. Motion carries.

**2021 Plan of Work: Close Out**

Sgt. Shena Kohler discussed close out the 2021 Plan of Work at the end of September and begin the new 2022 Plan of Work on October 1, 2021.

**Introduce 2022 Plan of Work:**

Sgt. Shena Kohler discussed plans for a table top exercise before the end of 2021 and a functional exercise in 2022.

- a. Annex M- Part 1- Strategic Plan: Will review in January 2022.
- b. Annex M- Part 2- Hazmat Team: Will review in November 2021.

**Motion to recommend LEPC Endorsements for State Compliance:**

Motion made by Supervisor Mary Beaver, seconded by Patti Miller, to recommend LEPC endorsements for state compliance. Motion carried.

**Adjournment:** Motion by Supervisor Mary Beaver to adjourn the meeting and seconded by Patti Miller. Meeting adjourned at 9:07 am.

Respectfully submitted by:

Tammy Kettleon #14988