

ROCK COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE

January 21, 2014 - Minutes

Chair Gary Schenck called the meeting of the Rock County Local Emergency Planning Committee to order at 9:15 AM at the Rock County Health Care Center, Emergency Operations Center.

Members Present: Chair Gary Schenck, Vice Chair Lt. Ron Sagen, Sergeant Shena Kohler, Robert Wildermuth, Scott Cashion, Tim Banwell, alternate for Karen Cain, Dave Ausloos, Deputy Chief Dan Davis, Robert Swenarski and Steve Howland.

Members Absent: Karen Cain, Steve Benton, Beth Natter, Jay Gasser, Jim Stute, Josh Hilden, Chief Loren Lippincott and Captain Gary Groelle.

Adoption of Agenda: Motion by Lt. Sagen and seconded by Dave Ausloos to approve the agenda. Motion carried.

Approval of Minutes: Motion by Lt. Sagen and seconded by Robert Wildermuth to approve the minutes from November 19, 2013 with a correction on page 3, next meeting date should be January 21, 2014. Motion carried.

Committee Reports:

- ◆ **Plan of Review** – Tim Banwell advised they are working on plans for the next LEPC Plan of Review Meeting on March 18, 2014. The Health Department is considering combining all sites with batteries under a comprehensive plan similar to the way they are currently handling farm plans.

- ◆ **Community Right-to-Know** – Lt. Sagen advised they are still reviewing brochures. Chair Schenck raised the question of Lt. Sagen bringing the brochures into the next LEPC meeting for review. Robert Wildermuth suggested that EPCRA be contacted to provide guidance on what the LEPC needs to know. Sgt. Kohler suggested the possibility of Frank Docimo, Hazardous Materials Coordinator at Wisconsin Emergency Management attending an LEPC meeting to review what LEPC should be doing in-house and giving LEPC direction regarding open records rules. Chair Schenck advised he felt there is no plan on rules and what actions to take. Discussion ensued regarding Community Right-to-Know from an informational standpoint. Dave Ausloos, Air Products Performance Manufacturing advised his company mailed a pamphlet to everyone within a one mile radius on sheltering in place. There was discussion regarding putting information on right-to-know on Facebook. That was one item discussed as a possibility to get information out to residents and businesses. Chair Schenck felt it would be beneficial to the community to understand what the Local Emergency Planning Committee (LEPC) does.

Scott Cashion brought up the possibility of LEPC contacting townships or cities to present a powerpoint on what the LEPC Committee entails and its purpose.

Steve Howland questioned how often the Rock County Hazard Mitigation Plan had to be done. Sgt. Kohler stated it has to be done every five years and is due again in 2015. She said it should take about 18 months to complete the update. There is a Hazard Mitigation Workshop in April. She will send information out when she receives it.

Sgt. Kohler advised there is money available to attend trainings for LEPC. There is \$3,000 available for training and \$1,000 available for LEPC items as a source of advertisement.

- ◆ Membership – Membership Committee Chair Jay Gasser was not available.
- ◆ Plan of Work - Sgt. Kohler advised the Committee her office is working on updates for annexes. She has talked with Wisconsin Emergency Management regarding transitioning to Emergency Support Functions (ESF's). Anyone involved with these ESF's will be invited to come into Emergency Management for their input. She said ESF's will be easier to understand and connect with each segment and will also be easier to use. She stated Rock County Emergency Management is working close with Dane County on the transition and also to build better relationships.

Sgt. Kohler advised the Committee that she is working with the City of Janesville on the Janesville Mass Evacuation Plan. Deputy Chief Davis stated they are taking a multi-disciplinary approach and Chief Moore has contacted Chief Jim Jensen of the City of Janesville Fire Department regarding their involvement in the plan.

Emergency Management Report:

- ◆ Budget Report – The Committee reviewed the budget report. Sgt. Kohler explained there was an extra \$3,000 that came from the State. That amount was put into office supplies and expenses and can be moved to different accounts if necessary. The Committee had no questions.
- ◆ Spill Report – Spill reports were distributed. Lt. Sagen gave a brief overview on the ammonia spill at Fairbanks Morse in Beloit. The Committee had no questions.
- ◆ Training
Sgt. Kohler informed the Committee there are several training courses coming up in the next six months. She will send a monthly training calendar to the LEPC Committee along with EMS and other agencies. Chair Schenck requested the training calendar be incorporated into the LEPC minutes.

Sgt. Kohler distributed copies of NIMS Training Guidelines for 2014 to each LEPC member in attendance.

Lt. Sagen announced the 22nd Wisconsin Association of Hazardous Materials Responders conference (WAHMR's) will be held February 6th and 7th at Chula Vista Resort in Wisconsin Dells. There is reimbursement for anyone wishing to attend the conference. The fee for the conference is \$100 and the fee for the room is \$70 per night plus meals. Lt. Sagen thought that two meals will be included. Anyone interested in attending the conference should contact Sgt. Kohler.

Lt Sagen also stated that he attended training last week for police and fire departments. The training was an active shooter training that came from an Oak Creek presentation.

Public Health – Tim Banwell had nothing to report.

Committee Updates – Nothing to report.

Public Input – Sgt. Kohler advised warming shelters had to be activated due to the cold weather in this area. WIFR TV station out of Rockford had a segment featuring St. John's Lutheran Church in Beloit as the first warming shelter. She advised since then, 138 warming shelters have opened up in the State of Wisconsin. St. John's Lutheran Church started with two people and ended up with 14 people. Sgt. Kohler asked if anyone knew of any person or persons in need of a shelter, to contact her. She indicated there is a definite need for warming shelters in Janesville.

Old Business - None

New Business – None

Next Meeting: The next LEPC meeting will be held March 18, 2014 at the Rock County Health Care Center, Emergency Operations Center.

Adjournment:

Motion was made by Robert Wildermuth and seconded by Scott Cashion to adjourn the meeting. Meeting adjourned at 10:15 AM.

Respectfully submitted:
Shirley Klipstein

Materials distributed at this meeting were:

1. Spill Report
2. Budget Report
3. NIMS Training Guidelines - 2014