



**MANITOWOC COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE
MEETING NOTICE**

DATE: MARCH 14, 2012

TIME: 9:00 A.M.

PLACE: MANITOWOC COUNTY COMMUNICATION &
TECHNOLOGY BUILDING (1024 S. 9th Street)
1ST FLOOR CONFERENCE ROOM

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Approve agenda and previous minutes
2. Public input
3. Upcoming nuclear plant exercise – N. Crowley
4. Governor's Conference on Emergency Management and Homeland Security
March 15-16, 2012 - Appleton
5. Mercury spill response policy – T. Herzog
6. Emergency Preparedness video

Date: March 6, 2012

TRAVIS WAACK, CHAIR
By: Mary Herzog, LEPC Secretary

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

LOCAL EMERGENCY PLANNING COMMITTEE
Wednesday, March 14, 2012 - 9:00 a.m.
Manitowoc County C&T Building

Members Present:	Travis Waack	Randy Neils
	Eric Storm	James Blaha
	Gary Shavlik	Nancy Crowley
	Chuck Hoffman	Tim Herzog

The meeting was called to order at 9:00 a.m. by Chair T. Waack. Motion by G. Shavlik, seconded by R. Neils to approve agenda and previous minutes; motion carried.

Public Input

No public input.

Upcoming Nuclear Exercise – N. Crowley

Tuesday, April 17, 2012 is the Point Beach Nuclear Plant full-scale exercise, evaluated by FEMA. The Reception Center portion will be held the evening of Monday, April 16. If anyone is interested in observing, call the EM Office to be added to the security list.

For those of you who work with dosimetry, we have made some changes to the paperwork to match Kewaunee's. Please take time to go over those changes. We will be holding dosimeter refresher classes on April 10 at 7:00 am at the Highway Dept., and 7:00 pm at the C&T Bldg. If you need more information on the refresher classes, call 683-4207.

We will have new EOP manual regulations and guidelines in the near future. FEMA, NRC, State, and county staff will be in Manitowoc County, March 28-30, going over the current manual. N. Crowley said she will send information to all EOC staff and invite them to attend the meetings for their input as well.

Governor's Conference on Emergency Management & Homeland Security – T. Waack

The Governor's Conference is scheduled March 15-16 at the Radisson Paper Valley in Appleton. We will have representation from our LEPC.

Mercury Spill Response Policy – T. Herzog

The mercury spill response policy is in the process of being updated. Mercury clean-up kits will be kept at the Manitowoc and Two Rivers Fire Departments. We will review the new policy with all county fire departments so everyone is familiar with clean-up procedure.

Outreach – T. Waack

T. Waack gave a demonstration on putting Manitowoc County LEPC on Twitter. Contact Travis if you want more information, 684-6601.

Emergency Preparedness Video – T. Waack

The Committee watched a training video on lessons learned from different accidents, investigated by the Chemical Safety Board. If anyone would like it forwarded to them, contact Mary Herzog, 683-4360.

Motion by J. Blaha, seconded by R. Neils to adjourn at 10:05 a.m.; motion carried.



**MANITOWOC COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE
MEETING NOTICE**

DATE: SEPTEMBER 12, 2012

TIME: 9:00 A.M.

PLACE: COMMUNICATIONS & TECHNOLOGY BUILDING
 1024 S. 9th STREET, 1ST FLOOR CONFERENCE ROOM
 MANITOWOC, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Approve agenda and previous minutes
2. Public input
3. LEPC vote on election of officers 2012-2014 – Chair & Vice Chair
4. Report on September 26 EPCRA exercise with Manitowoc Public Utilities – G. Shavlik
5. Report on 2012/2013 hazmat training schedule – G. Shavlik
6. LEPC vote on designating State as Compliance Officer - N. Crowley
7. LEPC vote on hiring SJA Planning for FFY 2013 off site facility plans
8. LEPC discussion/review By-Laws of Manitowoc County Local Emergency Planning Committee – N. Crowley
9. LEPC to review procedure of hazmat response expenditures – N. Crowley
10. Governor’s Conference on Emergency Management & Homeland Security
 March 6-7, 2013 – Chula Vista Resort, Wisconsin Dells

Date: August 31, 2012

TRAVIS WAACK, CHAIR
By: Mary Herzog, LEPC Secretary

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk’s office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

LOCAL EMERGENCY PLANNING COMMITTEE
September 12, 2012
Manitowoc County C&T Building

Present: Travis Waack, Nancy Crowley, Rick Henrickson, John Kropp, James Blaha, Karl Puestow, Eric Storm, Gerald Wiesner

The meeting was called to order at 9:00 a.m. by Chair T. Waack. Motion to approve agenda and previous minutes by R. Henrickson, seconded by J. Kropp; motion carried.

Public Input

No public input.

Election of officers

Chair T. Waack opened the floor for nominations for LEPC Chairman and Vice Chair. J. Blaha made motion, seconded by J. Kropp to nominate T. Waack as Chairman and G. Shavlik as Vice Chairman for another two year term. Being no other nominations, motion carried.

EPCRA Exercise – Sept 26, 6:00 p.m.

The Manitowoc County and Sheboygan County hazmat teams have scheduled a joint functional exercise at Manitowoc Public Utilities, 1303 S. 8th Street. The scenario will be a catastrophic failure to a one ton chlorine cylinder. The hazmat teams will have an actual training cylinder on-site and will mock it up with vapor and liquid leaks. If interested in observing, contact Tim Herzog, 686-6546 or Gary Shavlik, 793-5521.

2012-2013 Hazmat Training Schedule

The training schedule was circulated showing what topics will be covered by the Manitowoc County Hazmat Team.

Designate State Compliance Officer

Manitowoc County has chosen to designate Wisconsin Emergency Management as Manitowoc County facilities compliance officer. Motion by K. Puestow, seconded by J. Blaha to designate Wisconsin Emergency Management as Manitowoc County's compliance officer for 2012-2013; motion carried.

2013 Off-site Plan Consultant

N. Crowley explained we are required to update 25% of our off-site plans which equals approximately 10 plans per year for Manitowoc County. Sam Al-Saadi of SJA Planning has been completing our updates, and new off-site plans, when necessary. He is very thorough, does walk-thru's of facilities, and has been staying up-to-date of the new on-line database "WHOPRS". Motion by J. Blaha, seconded by T. Waack to hire SJA Planning for 2012-2013 off-site plans; motion carried.

Review LEPC By-laws

Minor revisions to by-laws: page 3 - address change for Emergency Management Office; page 4 - LEPC meets biannually (used to be quarterly); page 6 – revision date of September 12, 2012 added. Anyone who would like a copy of the updated By-laws, contact Mary Herzog, 683-4360. Motion by R. Henrickson, seconded by K. Puestow to adopt revised by-laws; motion carried.

N. Crowley mentioned the LEPC still has a vacant position for a media representative. J. Wiesner mentioned Bob Schuh may be interested in being on the committee and he would talk to him.

Hazmat Response Expenditures

There have not been any spill responses in 2012 to review, and in previous years, the county comptroller and hazmat coordinator would review our fees for the equipment used and wages we bill for. Motion by R. Henrickson, seconded by J. Kropp to maintain fee scheduled as is; motion carried.

2013 Governor's Conference on Emergency Management & Homeland Security

March 6-7, 2013 – Chula Vista Resort, Wisconsin Dells (training day March 5). We will send out more information when we receive it from Madison. If interested in attending, contact Nancy Crowley. K. Puestow said he would be interested in attending.

Other

N. Crowley reported the Nuclear Regulatory Commission has new rules that once every eight years we must have a hostile action-based (HAB) scenario which we have to demonstrate in 2014 and 2015 (each plant). We will be pulling our resources which we normally allocate to off-site to assist with facility on-site. This will drain our capability off-site. We have not done a lot of practicing. We will be bringing some classes here, but I would like to make you aware of what will be coming down the line in the near future.

Motion by J. Blaha, seconded by J. Kropp to adjourn at 10:00 a.m.; motion carried.

minutes september 2012