

LOCAL EMERGENCY PLANNING COMMITTEE
Communications & Technology Building
1024 S. 9th St., Manitowoc, WI
September 14, 2016

Attendance: Chairperson Travis Waack – American Red Cross, Eric Storm – Manitowoc Waste Water Treatment Facility, Amy Wergin – Manitowoc County Health Department, Gary Shavlik – Manitowoc County HazMat Team, Karl Puestow – Manitowoc Police Department, Nancy Crowley – Manitowoc County Emergency Management, Kurt Duzeski – Northern Labs, Lisa Sherman – Holy Family-Memorial, Gerald Wiesner – Manitowoc County Fish and Game, John Kropp – SMI/Manitowoc County Highway Department, Rick Henrickson – Manitowoc County Board, and Randy Vogel – Manitowoc County Board.

Call to Order: The meeting was called to order by Chairperson Waack at 9:00 a.m.

Minutes of April 6, 2016 committee meeting: Mr. Puestow moved to approve the minutes of the April 6, 2016 meeting, seconded by Ms. Wergin. Jamie Aulik, Deputy Director of Emergency Services announced a correction to the minutes under the adjournment section. Upon vote, the motion passed unanimously.

Public Comment:

No one present wished to speak, therefore public input was closed at 9:02 a.m.

Election of officers for the 2016-2018 term: Chair and Vice-Chair: Ms. Wergin nominated Travis Waack for Chair of the LEPC, seconded by Mr. Shavlik. Mr. Puestow nominated Gary Shavlik to be the Vice-chair of the LEPC, seconded by Ms. Wergin. Ms. Wergin moved to cast a unanimous ballot for Mr. Waack as Chair, and Mr. Shavlik as Vice-chair, seconded by Mr. Henrickson. Upon vote, the motion passed unanimously.

Update on Hazardous Materials Emergency Planning grant: Nancy Crowley, Director of Emergency Services for Manitowoc County said this grant was received by Manitowoc County at the beginning of the year, and Mr. Sam Al-Saadi, a contractor for Manitowoc County Emergency Management had been working hard to complete a countywide training and commodity flow assessment related to hazardous materials. Mr. Al-Saadi had the final draft of the report available and reported his findings. He noted that the two professional fire departments had HazMat refresher training, but the vast majority of rural fire departments, EMS, public works, and law enforcement agencies hadn't had HazMat refresher training in the last five years. He said that in the future, when the state looks at training or equipment purchases, the entity must show a need for training or equipment, and this type of assessment will help provide documentation on the strengths, weaknesses, and needs of the entity requesting assistance.

Report on Tier II Facility Plans for 2016: Mr. Al-Saadi reported that he completed the Tier II facility plans for Federal Fiscal Year (FFY) 2016, and explained the work involved with creating and sharing the plans. Discussion followed.

Discussion and possible action on contracting SJA Planning for FFY 2017 off-site facility plans: Ms. Crowley reported that Mr. Al-Saadi does an excellent job for off-site plans, and she would recommend the committee to approve him as the contractor for the next fiscal year. Ms. Wergin moved, seconded by Mr. Shavlik to approve contracting with SJA Planning for FFY 2017 for off-site facility plans. Upon vote, the motion passed unanimously.

Update on Emergency Management Department operations: Mr. Aulik reported that Ms. Crowley was an excellent mentor, and he had attended a number of Federal Emergency Management Agency (FEMA) courses since the last meeting, and that things were going well. Ms. Crowley said the office will be in good hands and urged the committee members to support the emergency management office after she retires in February 2017.

Adjournment: Ms. Wergin moved, seconded by Mr. Shavlik to adjourn. Upon vote, the motion passed unanimously and the meeting adjourned at 9:46 a.m.

Respectfully submitted,


Jamie J. Aulik
Deputy Director
Manitowoc County Division of Emergency Services