



MANITOWOC COUNTY LOCAL EMERGENCY PLANNING COMMITTEE MEETING NOTICE

DATE: Wednesday, March 16, 2016
TIME: 9:00 A.M.
PLACE: Communications and Technology Building
Room 111/112
1024 S. 9th St., Manitowoc, WI

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 at the meeting:

- 1) Call to order
- 2) Roll call
- 3) Minutes of September 9, 2015 committee meeting
- 4) Public comment
- 5) Introduction – Jamie Aulik, Deputy Director – Manitowoc County Emergency Services Division
- 6) Report on September 2015 Hostile Action-Based (HAB) exercise, Point Beach Nuclear Power Plant
- 7) Update on Hazardous Materials Emergency Planning grant
- 8) Report on Tier II Facility Plans for 2016
- 9) Update on Emergency Management Department operations
- 10) Report on Governor’s Conference on Emergency Management and Homeland Security
- 11) Weather Spotter Training, March 22, 2016
- 12) Adjournment.

Date: February 29, 2016

Travis Waack, Chairperson
Prepared by: Jamie J. Aulik
Deputy Director, Emergency Services Division

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.



MANITOWOC COUNTY

LOCAL EMERGENCY PLANNING COMMITTEE

MEETING NOTICE

DATE: Thursday, April 7, 2016
TIME: 9:00 A.M.
PLACE: Communications and Technology Building
Room 111/112
1024 S. 9th St., Manitowoc, WI

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- 10) Weather Spotter Training, March 22, 2016
- 11) Adjournment.

Date: March 16, 2016

Travis Waack, Chairperson
Prepared by: Jamie J. Aulik
Deputy Director, Emergency Services Division

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LOCAL EMERGENCY PLANNING COMMITTEE
Communications & Technology Building
1024 S. 9th St., Manitowoc, WI
April 7, 2016

Attendance: Chairperson Travis Waack – American Red Cross, Eric Storm – Manitowoc Waste Water Treatment Facility, Amy Wergin – Manitowoc County Health Department, Lee Stadler – Two Rivers Fire Department, Gary Shavlik – Manitowoc County HazMat Team, Karl Puestow – Manitowoc Police Department, and Nancy Crowley – Manitowoc County Emergency Management.

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

Minutes of September 9, 2015 committee meeting: Ms. Wergin moved to approve the minutes of the September 9, 2015 meeting, seconded by Mr. Shavlik. Upon vote, the motion passed unanimously.

Public Comment:

No one present wished to speak, therefore public input was closed at 9:04 a.m.

Report on September 2015 Hostile Action-Based (HAB) exercise, Point Beach Nuclear Power Plant: Ms. Crowley said they didn't receive one gig from the Federal Emergency Management Agency. Internally, there are things that can be improved on, but overall they met the objectives of the exercise and passed with flying colors. Discussion followed on training opportunities in between exercises, and National Incident Management System compliance for radio communications.

Update on Hazardous Materials Emergency Planning grant: Mr. Sam Al-Saadi, a contractor for Manitowoc County Emergency Management reported he was doing a complete countywide training and commodity flow assessment related to hazardous materials. He said there are 47 active planning facilities that must have plans on file with the county, and 105 active reporting facilities. He was also doing an assessment of the training of all the police, fire, Emergency Medical Services, public works, and the county HazMat team. He said when the state looks at training or equipment purchases, the entity must show a need for training or equipment, and this type of assessment provides documentation on the strengths, weaknesses, and needs of the entity requesting assistance.

Report on Tier II Facility Plans for 2016: Mr. Al-Saadi reported this year that of the eight total plan reviews for 2016, there are five in the City of Manitowoc, and three in other areas of the county. In recent years, forklift batteries have been a driving force requiring plants to develop emergency plans. Discussion followed.

Update on Emergency Management Department operations: Ms. Crowley reported she hired a new deputy director, and the immediate focus is on training. There was also a discussion on the availability of Wisconsin Credentialing Asset Management System camera from the Two Rivers Fire Department. Discussion followed.

Report on Governor's Conference on Emergency Management and Homeland Security: Chairperson Waack said the panel discussions were mostly very good. Mr. Aulik said he learned a substantial amount about weather. Overall they reported it was a beneficial conference.

Weather Spotter Training, March 22, 2016: Ms. Crowley said there were 20 attendees, and a National Weather Service meteorologist from Green Bay came to conduct the class. She also noted that it is emergency preparedness month, and Emergency Management has materials on preparing a home emergency preparedness kit. Discussion followed.

Adjournment: Mr. Storm moved, seconded by Mr. Shavlik to adjourn. Upon vote, the motion passed unanimously and the meeting adjourned at 10:59 a.m.

Respectfully submitted,


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



MANITOWOC COUNTY

LOCAL EMERGENCY PLANNING COMMITTEE

Meeting Notice

DATE: Wednesday, September 14, 2016
TIME: 9:00 a.m.
PLACE: Communications and Technology Building
Room 111/112
1024 South 9th Street
Manitowoc, Wis.

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 at the meeting:

- 1) Call to order
- 2) Roll call
- 3) Minutes of April 6, 2016 committee meeting
- 4) Public comment
- 5) Election of officers for the 2016-2018 term: Chair and Vice-chair
- 6) Update on Hazardous Materials Emergency Planning grant
- 7) Report on Tier II Facility Plans for 2016
- 8) Discussion and possible action on contracting SJA Planning for FFY 2017 off-site facility plans
- 9) Update on Office of Emergency Management operations
- 10) Adjournment

Date: August 29, 2016

Travis Waack, Chairperson
Prepared by: Jamie J. Aulik
Deputy Director, Emergency Services Division

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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