

***Emergency Management Committee***  
**Meeting Minutes**  
**Monday December 14, 2015**

The Waupaca County Emergency Management Committee was called to order by, Chairman Dick Koeppen, at 9:02 am.

Members Present: Chairman Dick Koeppen, William Jonely, DuWayne Federwitz, Robert Flease, and Gerald Murphy

Others Present: Andrew Carlin, Eric Halverson

Absent: Gary Barrington

Opening meeting statement was read by Chairman Dick Koeppen

A motion was made by Supervisor Jonely and seconded by Supervisor Murphy to approve the minutes from the October 12 meeting. Motion carried.

A motion was made by Supervisor Federwitz and seconded by Supervisor Flease to approve the agenda as presented. Motion carried.

No public present

Andrew Carlin and Eric Halverson presented the report on the following items:

- **Attend EC Regional meetings, December tour of Manitowoc County EOC**
- **Attended WEMA Conference and All County and Tribal Directors meeting**
- **Participated in a FEMA Mass Fatality for Rural Communities training**
- **Attended School Safety committee meeting for Weyauwega/Fremont**
- **Presented a WHOPRS demonstration with Outagamie and Calumet County at Grand Chute Fire Department**
- **Presented the Waupaca County All Hazards Mitigation Plan to the Waupaca County Towns Association meeting**
- **Observed a Lock-Down drill at St. Martins in Clintonville and conducted a brief site safety tour.**
- **Participated in a lock down drill for Waupaca Middle School**
- **Working with courthouse safety considerations**
- **Updating short and long-term radio system goals and upgrades**
- **Oversight with clean-up of salvage yard**
- **Training Grant approval for Hazmat refresher**
- **Completed Management Training course**

Carlin gave a review of the purpose and status of the All Hazards Mitigation Plan. The plan needs to be approved by the County board and local municipalities in the event that FEMA funding would become available for hazard mitigation projects or a federal disaster declaration. A motion was made by Supervisor Murphy and seconded by Supervisor Federwitz to recommend approve by the County Board. Motion carried.

Halverson gave a presentation on the Wisconsin Hazmat Online Planning and Reporting System (WHOPRS). This is the web-based program that is used by the State of Wisconsin to manage the EPCRA reporting and planning requirements.

Carlin discussed several items for consideration involving security options and programs that are available. Information is being gathered so that a well-constructed plan can be reviewed before any actions are taken.

Carlin also gave an overview of current projects that are underway and proposed improvements to the communications system.

A motion was made by Supervisor Flease and seconded by Supervisor Federwitz to accept the report as presented. Motion carried.

Next regular meeting of the Waupaca County Emergency Management Committee is scheduled for February 8, 2016 at 9:00 am in the conference room at the Waupaca County Law Enforcement Center (room 1129).

- A motion was made by Supervisor Flease and seconded by Supervisor Jonely to adjourn. Motion carried.
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- Meeting adjourned at 10:22.

Respectfully Submitted

A handwritten signature in black ink, appearing to read "Eric Halverson", with a long horizontal flourish extending to the right.

Eric Halverson, Dep. Director

Emergency Management