

***Emergency Management Committee***  
**Meeting Minutes**  
**Monday December 12, 2016**

The Waupaca County Emergency Management Committee meeting was called to order by, Chairman Dick Koeppen, at 9:00 am.

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

Others Present: Andrew Carlin. Eric Halverson

Absent: None

Opening meeting statement was read by Chairman Dick Koeppen

A motion was made by Supervisor Barrington and seconded by Supervisor Flease to approve the minutes from the October 10, 2016 meeting. Motion carried.

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

No public present

The EPCRA County Wide/ Strategic plan was presented to the committee for approval. The plan identifies hazardous materials that are present in Waupaca County at fixed facilities and in transit through the county. Training and exercises conducted in the past are listed as well as the needs for future training and exercises. A recently completed hazardous materials assessment was also shared with the committee members.

Manure storage in the county was discussed. We have had several incidents involving manure storage in the past.

Shortcoming in Hazmat training for law enforcement was identified in the assessment. Carlin stated that law enforcement has received some hazmat training but is difficult due to scheduling. On-line training is being considered.

A motion was made by Supervisor Murphy and a second by Supervisor Flease to approve the EPCRA County Wide/ Strategic plan. Motion carried.

Andrew Carlin presented the report on the following items:

Report for October 10, 2016 to December 11, 2016.

- Carlin and Halverson attended the Wisconsin Emergency Management Association conference in Green Bay. Several break-out sessions were provided. Large scale event planning, EPCRA planning and planning for hearing and vision impaired were taken.
- Carlin and Halverson attended the All-Hands conference the following day in Green Bay. A speaker presented lessons learned from the flooding earlier this year in northern Wisconsin. A damage assessment binder was compiled by the department after learning of the importance of having some basic documents available immediately after a disaster.
- Halverson participated in a table top exercise with Public Health partners in Appleton. The Fox Valley Area Health Care Coalition sponsored the event dealing with flooding, power outage and water shortages due to contamination of the water supply. Long-term care facility planning was the primary focus of the exercise.
- Carlin and Capt. Rasmussen met with St. Rose School of Clintonville to review their school safety planning needs. They have plans in place, but need to be updated annually, as do all plans.
- Carlin and Halverson attended the Weyauwega/Fremont School safety meeting. Principal Schroeder is very active in keeping the plan current and functional.

- The November EC Regional Emergency Management meeting was held at the American Red Cross facility in Green Bay. A table top exercise on Multi-Agency Resource Centers was given, followed by a tour of the facility.
- The Wisconsin Veterans Home evacuation plan was reviewed with WVH staff. Some training needs were identified for many of the staff.
- The mobile Command Post was used in Manawa to aid in an investigation by Manawa Police and Manawa Fire Department.
- Halverson briefly touched on the new format of the Wisconsin Hazmat Online Planning and Reporting System. The new version should make the system easier for reporting facilities to use.
- Carlin and Halverson met with Lakeview to review safety planning and needs of their facility.
- Emergency Management and Information Systems are working on the disaster recovery site in Manawa. This should be functional in a few months.
- The Local Emergency Planning Committee was held last week. LEPC and EPCRA requirements were reviewed. Election of officer was also held. The EPCRA County Wide/ Strategic plan was reviewed.

Next regular meeting of the Waupaca County Emergency Management Committee is scheduled for February 13, 2017 at 9:00 am in the conference room at the Waupaca County Law Enforcement Center (room 1129).

A motion was made by Supervisor Jonely and seconded by Supervisor Barrington to adjourn. Motion carried.

Meeting adjourned at 9:50.

Respectfully Submitted



Eric Halverson, Dep. Director

Emergency Management