



Dodge County Local Emergency Planning Committee

LEPC Meeting Minutes
Wednesday, January 15, 2014
1:08 PM – 1:53 PM

Dodge County Law Enforcement Center - EOC

Members present:

Amy Nehls, Emergency Management
John Haase, Dodge County Highway (Alt)
Lee Smith, Beaver Dam Fire (Alt)
P.J. Schoebel, Medical Examiner
Trista Pruett, Beaver Dam Daily Citizen

Sarah Neu, Member At-Large
Don Wellnitz, HAZMAT
Joe Meagher, Emergency Management
Kraig Biefeld, Watertown EMS
Christine Thompson, UWHP Watertown

Excused:

Dan Heim, DNR
Gary Berger, Horicon School District

Jody Langfeldt, Public Health
Alan Mannel, Beaver Dam Fire

Others present:

Ken & Barb Huber, Red Cross

Jim Mielke, Dodge County Administrator

1. Call to Order

Vice President, P.J. Schoebel, called the meeting to order at 1:08 PM. Attendees were reminded to sign the sign-in sheet. There were enough members and alternates present for a quorum.

2. Review and approval of minutes of July 17, 2013

Motion by John Haase, second by Don Wellnitz to approve the minutes of the July 17, 2013 meeting as presented. **Motion Carried.**

3. Correspondence

Joe and Amy made the announcement that they would be switching positions within the department. Joe suggested a voluntary switch due to all the recent developments in his life, especially the birth of his son, Oscar. Effective January 25, 2014, Amy will become director and Joe will become deputy director. A memo that had been sent out to response partners was sent around for the LEPC members to read.

4. Public Comments

None

5. Review/Update LEPC By-Laws and Review/Designate LEPC Facility Compliance Inspector

This is an annual requirement of the LEPC for the Emergency Management Plan of Work. It had been brought up after the review of the by-laws last year that we may want to review meeting location and other parts of the by-laws. Amy had went through and sent a marked up version of suggested changes to the group and they were reviewed. After final review of all the marked changes, a motion was made by Kraig Biefeld, second by Don Wellnitz to change the by-laws to reflect all the changes reviewed. **Motion Carried.** The by-laws designate the facility compliance inspector as the State of Wisconsin, motion made by Kraig Biefeld, second by Trista Pruett to name the State of Wisconsin as the compliance inspector. **Motion Carried**

6. EPCRA Public Notice – Published in Daily Citizen (1/11/2014)

Amy reminded the group that publishing the annual EPCRA public notice is part of the LEPC yearly plan of work (POW) requirements. The notice was published in the Beaver Dam Daily Citizen on January 11, 2014.

7. EPCRA Report

2014 POW Site Visits

The 2014 plan of work started on October 1, 2013. Amy informed the attendees that this year the following facilities will be updated:

Apache Stainless	Horicon Wastewater
Beaver Dam Wastewater	Quad Graphics - Lomira
Beaver Dam Water	Watertown Water
Kraft Foods	AT&T – Beaver Dam (Telecommunications plan)
Richelieu Foods	AT&T – Horicon (Telecommunications plan)
Ryder Beaver Dam Logistics Center	AT&T – Juneau (Telecommunications plan)
Burgess-Norton	AT&T – Mayville (Telecommunications plan)
Columbus Wastewater	AT&T – Watertown (Telecommunications plan)
Columbus Chemical Industries	AT&T – Waupun (Telecommunications plan)

As of October 2013 there we no new site plans that needed to be developed but this could change when all the facilities start to enter their new Tier II reports for 2013, which are due by March 1, 2014. Amy also noted that she intends to create a county-wide telecommunications plan, similar to the farm plan that lists and covers all the telecommunications facilities. All the telecommunications facilities require a plan because they have batteries, containing sulfuric acid.

8. Reports/Announcement by Groups

A. County Board – Aaron David

None

B. Senate – Sen. Scott Fitzgerald

None

C. Law Enforcement – VACANT

None

D. Fire – Alan Mannel

Lee Smith attended as the fire alternate. Chief Mannel had sent a list of items to discuss. There is still discussion on a county-wide dive team but there hasn't been any decision made on jurisdiction or on a budget. The county fire departments are working on a county-wide RIT (Rapid Intervention Team) initiative which is being spearheaded by Chief Pieper of Hustisford. Chief Mannel also noted there had been a recent call in which they could not get the address to come up on CAD or on their GPS, discussion was held on this issue and it was decided that Chief Mannel should talk to Aaron Ellis,

dispatch supervisor, with specific information to make sure the issue was resolved in the county CAD/dispatch system.

E. First Responder/EMS – Kraig Biefeld

Kraig said the Dodge County EMS Association will meet on January 27, 2014, in Mayville.

F. HAZMAT – Don Wellnitz

Don had nothing new to report.

G. Medical Examiner – P.J. Schoebel

P.J. said that he had just hired another deputy coroner to help with the case load. 2013 was the busiest year ever for the Medical Examiner's office, but there had been NO cold related deaths reported this winter. P.J. said he is in preliminary discussion with Columbia County working on a Memorandum of Understanding.

H. Health – Jody Langfeldt

None

I. Hospital – Christine Thompson

Christine said that the new Emergency Room at UWHP – Watertown Regional Center, is scheduled to open in March. The new ambulance bay will have room for more than one (1) ambulance and there will also be a new helicopter landing zone. The new Women's Health Center is also expected to open the end of March.

J. Red Cross – VACANT

None

K. Environment – Dan Heim

None

L. Agriculture – Mike Stanek

None

M. Transportation – John Haase

John said the Highway Department has been plowing and salting the roads due to all the snow and ice this year. Discussion was held on the new brine system (liquid salt) the county has been testing and it seems to be adhering to the roads better than some of the traditional methods.

N. Community – Sara Neu

Sara had a handout, "NHTSA Study Reveals Driver Attitudes and Behaviors on Speeding".

O. Facility – Heather Lang & VACANT

None

P. Broadcast/Print Media – Trista Pruett

None

Q. Schools – Gary Berger

None

R. Emergency Management – Amy Nehls & Joe Meagher

1a. Uniform Crisis Response Plan for Daycares

Since the County-wide School Emergency Operations and Crisis Response Plan has been implemented (or is in the final phases of implementation) at 9 of the districts in Dodge County, we have moved into transitioning this plan to the daycare providers. Dodge County Emergency Management has been working in a consortium with Jefferson County Emergency Management, Jefferson County Public Health, City of Watertown Public Health and Dodge County Public Health for over 5 years. The consortium focuses on special needs populations and completed an outreach to licensed facilities about 2 years ago, their next focus will be on children (children are considered special needs population due to the fact that they are not adults). This transition is going very well due to the fact that Dodge County just finished working with the schools on the emergency plan, which will now be converted into documents/templates that the daycares can use. Dodge County and Jefferson County will be hosting 2 forums in March for daycares to learn about emergency situations and how to plan for them.

2b. AFG Grant for Simulcasting

Joe reminded the members that Dodge County was awarded a 2012 Regional Assistance to Fire Fighters Grant to implement simulcasting for the paging channel. This grant will benefit all first response agencies in Dodge County, especially those who are notified of a call via a pager. The grant is being sponsored through Fox Lake Fire Department and their Chief is administering all the paperwork. The project is expected to be completed by July 30, 2014. Fox Lake Fire Department/Dodge County has also applied for the 2013 Regional Assistance to Fire Fighters Grant to continue the simulcasting project for other essential response channels.

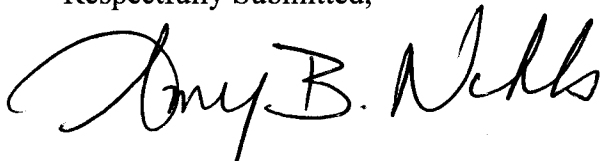
9. Set Next Meeting Date

The next meeting is scheduled for Wednesday, April 16, 2014, at 1:00 p.m. The location of the meeting will be in the Dodge County EOC. The remaining LEPC meeting dates for 2014 are: July 16 and October 15 (this may need to be cancelled or rescheduled due to WEMA conference).

10. Adjournment

Motion made by John Haase, second by Don Wellnitz to adjourn the meeting. **Motion Carried.**
The meeting adjourned at 1:53 p.m.

Respectfully Submitted,



Amy B. Nehls
Secretary/Coordinator of Information

Disclaimer: The above minutes may be approved, amended, or corrected at the next committee meeting.