



Waukesha
COUNTY
OFFICE OF
EMERGENCY MANAGEMENT

WAUKESHA COUNTY LOCAL EMERGENCY PLANNING COMMITTEE
MEETING MINUTES
December 12, 2018 1:30 p.m.
Waukesha County EOC
1621 Woodburn Rd., Waukesha, WI 53188

In Attendance: Jim Batzko, Al Davies, Tony Feck, Bridget Gnad, Steve Howard, Allen LaConte, Matt Redmann, Anna Ruzinski, Kathy Schwei, Sherri Stigler, Sarah Ward,

Absent: Bart Engelking, Brian Engelking, Benjamin Jones, Glenn Leidel, Rich Warnecke

Guests: Alex Freeman, Gail Goodchild, Jim Haakenson, Charlie Myers

1. Call to Order

The meeting was called to order by Matt Redmann at 1:32pm.

2. Meeting Location Specific Instructions for Emergency Evacuation or Shelter in Place

Kathy Schwei provided instructions.

3. Approval of Minutes of September 26, 2018 Meeting

The minutes of the September 26, 2018 meeting were approved. **Motion by Steve Howard, second by Allen LaConte to approve the minutes. All members present voting AYE, motion carried.**

4. Public Comment

None.

5. Invoice Review – Discussion and Action

Schwei reviewed the invoices from the City of Waukesha Fire Department for incidents at NCL Graphic Specialties in Pewaukee and a Pewaukee well site. Letters from the LEPC were sent to each of the facilities, but reimbursement has not been received yet.

6. Off-site Plan Acceptance – Discussion and Action

None.

7. Incident Review

Schwei recapped the 63 hazardous materials incidents reported since the last LEPC meeting on September 26, 2018. Most were natural gas odors or petroleum products spills. See

Attachment. The City of Waukesha Hazmat Team responded to an incident at Wisconsin Engraving Company in New Berlin where an employee had improperly mixed two chemicals.

8. OEM Report

Schwei reported on the following activities:

Activities

- Continued work on Public Information & Communications plan
- Continued work on animal management during disasters plan; Gail presented at Badger State Conference
- Working to revive Waukesha County Healthcare Preparedness Coalition with bi-monthly meetings
- Working on a proposal for a regional watershed mitigation plan to align with hazard mitigation plan
- LEAN project related to hazardous substance release notifications
- BioWatch Activity Committee meetings and Phase 1 Sampling discussions
- FAST Team Meetings
- Continuing to work with GIS and ESRI for improvements in mapping/data display/EM applications
- Working with HHS and Corp Counsel to finalize some policies in a Volunteer Reception Center Plan
- Converted to digital radio OASIS system that was built with Milwaukee County
- SWHSP Meetings; Business Resiliency Professionals of WI Meeting
- Meeting with Red Cross on Mass Care Policies and Shelter Locations

Exercises

- Conducted our county functional TEMPEST exercise on 11/1/18
- BioWatch TTX and Full Scale Exercise on 11/6-8/18
- Planning for the 2019 statewide SIMCOM exercise at Waukesha County Expo
- Monthly Regional Healthcare Emergency Readiness Coalition Exercise meetings

Trainings

- Attended WEMA Conference on Oct 10
- Attended Homemade Explosives Awareness Course on Oct 28
- IMT Training on 10/22 regarding go bags and reviewing team checklists and documents
- Provided County EOC staff training and Municipal EOC staff training prior to the TEMPEST exercise
- Sponsored ICS 400 course in October to follow the ICS 300 course we sponsored in May
- Sponsored a Damage Assessment & Public Assistance Workshop in October
- Participated in CDC Webinars

9. Member Reports

Bart Engelking resigned from the Committee after accepting a new position at GE Healthcare.

Anna Ruzinski shared that if any municipality is having issues with Union Pacific railroad trains idling and blocking areas, Menomonee Falls public safety officials will be meeting with Union Pacific on Monday, December 16, and welcome input from other municipalities.

10. Schedule Next Meeting Date/Time – Discussion and Action

The next meeting will be Wednesday, March 13, 2019, at 1:30pm in the Waukesha County EOC at 1621 Woodburn Road in Waukesha.

11. Adjourn – Action

Motion by Anna Ruzinski to adjourn the meeting at 2:28pm, second by Sherri Stigler. All members present voting AYE, motion carried.

LEPC Mission Statement

The Waukesha County Local Emergency Planning Committee promotes emergency planning, preparedness, and public awareness to protect Waukesha County's communities and its citizens from the impact of releases of hazardous chemical substances and other disasters.