



Waukesha
COUNTY
OFFICE OF
EMERGENCY MANAGEMENT

WAUKESHA COUNTY LOCAL EMERGENCY PLANNING COMMITTEE

December 11, 2019

Meeting Minutes

In Attendance: Jim Batzko, Al Davies, Bridget Gnad, Steve Howard, Allen LaConte, Matt Redmann, Anna Ruzinski, Kathy Schwei, Sherri Stigler, Rich Warnecke

Absent: Brad Bowen, Brian Engelking, Tony Feck, Ben Jones, Joyce Thome, Sarah Ward

Guests: Gail Goodchild, Charlie Myers, Lisa Panas, Jennifer Vaclav

1. Call to Order

Matt Redmann called the meeting to order by at 2:32pm.

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

Kathy Schwei provided instructions.

Matt Redmann offered thanks to the law enforcement agencies for their swift actions at the incidents at Waukesha high schools on December 2. We also observed a moment of silence for the shooting victims at the Pensacola Naval Station on December 6.

3. Approval of Minutes of September 18, 2019 Meeting

The minutes of the September 18, 2019 meeting were approved. **Motion by Anna Ruzinski, second by Rich Warnecke to approve the minutes. All members present voting AYE, motion carried.**

4. Public Comment

None.

5. Invoice Review – Discussion and Action

We discussed the incident at the Kwik Trip gas station at 924 Fleetfoot Drive in Waukesha that occurred on 11/9/19. A pair of individuals attempted to fill multiple 55 gallon drums inside a cargo van with gasoline. A fire resulted, and the individuals fled the scene. The City of Waukesha Fire Department responded to the incident. Clean Harbors removed the drums from the scene. After consultation with the Fire Department and Kwik Trip, Waukesha County Emergency Management directed Clean Harbors to send all invoices to Kwik Trip.

6. Off-site Plan Acceptance – Discussion and Action

None.

7. Incident Review

Schwei recapped the 84 hazardous materials incidents reported since the last LEPC meeting on September 18, 2019. Most were natural gas odors or petroleum products spills. See attachment.

8. OEM Report

Schwei reported on the following Emergency Management activities:

Activities

- Participated in recurring meetings – SE Region EM, BioWatch Advisory Committee, COAD, Waukesha County Healthcare Preparedness Coalition, Western Lakes Healthcare Coalition, SE Incident Management Team, Police and Fire Chiefs Meetings
- Attended Democratic National Convention planning meetings
- Finalized subscription service to Crisis Track damage assessment application and hosted in person training
- Continuing to develop our GIS capabilities with our own ESRI mapping
- Developing custom SharePoint product for EOC procurement and resource tracking
- Submitted grant applications for Countywide Hazard Mitigation Plan and for Fox River (IL) Watershed Mitigation Plan
- Prepared HazMat Equipment Grant Request for Reimbursement
- Attended meeting of Waukesha County Municipal Public Works Departments in October
- Working with work group to update Hospital-EOC Liaison Position guides
- Attended Threat Assessment Workshop in October
- Worked with HHS on finalizing Volunteer Reception Center guidance and Functional Assistance Service Team
- Hosted and assisted with National Weather Service Integrated Warning Team meeting

Exercises

- Attended SWHSP Power Outage Workshop in September
- Conducted animal management plan tabletop exercise in October
- Participated in Hartland Water Utility tabletop exercise in November
- Participated in Grid Ex power outage full scale exercise in November
- Assisted with development of HERC pandemic flu closed POD tabletop exercise conducted in December
- Participated in Eagle Spring Lake Management District orientation in December

Trainings

- Attended Evacuation Planning & Re-entry course in September
- Presented at SWHSP educational session about a Flu Pandemic
- Registered for Community Planning for Economic Recovery Course in January and for Healthcare Leadership Course in March
- Organized IMT Training for October

9. Member Reports

Anna Ruzinski reported that Community Memorial Hospital is now known as Froedtert Menomonee Falls Hospital. She reported that the Menomonee Falls Police Department and the hospital will conduct an infant abduction exercise in the near future.

Schwei reported that legislation extended the Chemical Facility Anti-Terrorism Standards (CFATS) program for 15 months through April 2020. The U.S. Chemical Safety Board also proposed a rule that described when an owner or operator is required to file a report of an accidental release and the required content of such a report.

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

The next meeting will be Wednesday, March 18, 2020 at 2:30pm in the Waukesha County Emergency Operations Center (EOC) at 1621 Woodburn Road in Waukesha.

11. Adjourn – Action

Meeting adjourned at 3:30pm. **Motion by Anna Ruzinski, second by Sherri Stigler to adjourn. 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.