



Waukesha
COUNTY
OFFICE OF
EMERGENCY MANAGEMENT

WAUKESHA COUNTY LOCAL EMERGENCY PLANNING COMMITTEE
MEETING NOTICE AND AGENDA
September 28, 2016 1:30 p.m.

In Attendance: Jim Batzko, Brian Engelking, Tony Feck, Ben Jones, Steve Kay, Matt Redmann, Frank Riedijk, Kathy Schwei, Sherri Stigler, Sarah Ward, and Rich Warnecke

Absent/Excused: Nancy Healy Haney, Steve Howard, Allen LaConte, and Glenn Leidel

Guests: Gail Goodchild and Bridget Gnadt

1. Call to Order

The meeting was called to order by Matt Redmann at 1:33 p.m.

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

Kathy Schwei delivered emergency instructions for this location at the Waukesha County Highway Operations Building at 1641 Woodburn Road in Waukesha.

3. Approval of Minutes of July 27, 2016 Meeting

The minutes of the July 27 meeting were approved. **Motion by Steve Kay, second by Brian Engelking to approve the minutes. All members present voting AYE, motion carried.**

4. Public Comment

Matt Redmann took this time to comment on how sorely Bill Stolte will be missed after his unexpected death on September 13. He was a tremendous asset for Waukesha County and will be universally missed.

Kathy Schwei reported that County Board of Supervisors Chairperson Paul Decker appointed Schwei to the LEPC to fill Bill Stolte's position on the LEPC. Schwei introduced Gail Goodchild, the part time Emergency Management planner who has been allowed to devote more hours to Emergency Management since Bill Stolte's death.

5. Invoice Review – Discussion and Action

Kathy Schwei reported that Waukesha County received reimbursement from the U.S. Department of Housing and Urban Development for the response by the City of Waukesha Hazmat Team to a condo unit in Sussex owned by HUD at the time of the incident on April 11. She also reported that an invoice would be issued to Red Arrow Trucking for a response by the City of Waukesha Hazmat Team on July 25, 2016 for a truck that leaked diesel fuel across a section of the City of Waukesha near Frame Park.

6. Off-Site Plan Acceptance – Discussion and Action

Kathy Schwei led LEPC members in a review of the following plans. **Motion by Steve Kay, second by Ben Jones to accept the plans listed below. All members present voting AYE, motion carried.**

- a. James Maney/John Maney Farm, Big Bend, Update
- b. Insight FS (Frontier-Servco FS), Oconomowoc, Final Update
- c. DSM Food Specialties (Cargill), Waukesha, Update
- d. Runyard Grain Farms, Oconomowoc, Update
- e. ThermTech Inc., 200 Travis Lane, Waukesha, Final Update
- f. ThermTech Inc., 301 Travis Lane, Waukesha, Update
- g. The Printery, New Berlin, New
- h. Valspar Corp. (Quest Specialty Coatings, Raabe), Menomonee Falls, New
- i. Veolia ES Technical Solutions, Menomonee Falls, New
- j. Wacker Neuson Production Americas LLC, Menomonee Falls, New

7. Hazmat Equipment Grant Request for Reimbursement – Discussion and Action

Schwei reported that Waukesha County needed authorization to submit the Request for Reimbursement for the 2016 Hazmat Equipment Grant from Wisconsin Emergency Management prior to the deadline of October 31. The LEPC authorized submission of the grant earlier in the year. Emergency Management is working with the City of Waukesha to collect the required documentation to submit the Request for Reimbursement. **Motion by Frank Riedijk, second by Steve Kay to authorize submission of the Request for Reimbursement. All members present voting AYE, motion carried.**

8. Incident Review

Schwei recapped the 33 hazardous materials incidents reported since the last LEPC meeting on July 27. See Attachment. Most were natural gas odors or petroleum products spills.

9. OEM Report

Schwei reported on the following activities:

Activities:

- National Nights Out and Safety Fairs in August and September
- Planning continues for Waukesha County Communications Center expansion and new Emergency Operations Center
- Deployment of pole camera to Frame Park for OctoberFest
- Finishing required activities to successfully complete Plan of Work with Wisconsin Emergency Management before end of the federal fiscal year on September 30

Exercises:

Planning began for full scale exercise with City of Delafield Police Department and University Lake School for an active shooter exercise in 2017

Trainings:

- Sponsored the two-day Crisis Management for School Based Incidents for Key Decision Makers in August
- Planning will continue for the Integrated Emergency Management Course in Emmitsburg, MD for Waukesha County. A more detailed timeline for individual applications and attendee preparation will be developed.

10. Member Reports

Steve Kay reported that the Southeast Wisconsin Homeland Security Public Private Partnership intends to purchase a plaque to place in the new Emergency Operations Center when construction ends. Other options for memorials to Bill Stolte that Kathy Schwei mentioned were a bench and/or a tree outside the new EOC, naming the new EOC after Bill, and the CPR training trailer project that the SE WI County Emergency Managers are pursuing. Matt Redmann suggested investigating whether or not the section of Woodburn Road east of Grandview could be renamed Stolte Way. Jim Batzko agreed to investigate what would be involved in doing that.

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

The next meeting will be Wednesday, November 30, 2016 at 1:30pm in the Waukesha County EOC at 1621 Woodburn Road, Waukesha.

12. Adjourn – Action

Motion by Rich Warnecke to adjourn the meeting at 3:00 p.m, second by Steve Kay. 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.