

Winnebago County

LOCAL EMERGENCY PLANNING COMMITTEE
Town of Menasha Fire Department

October 25, 2012

Members present: Doug Gieryn, Nick Cluppert, Barti Omarou, Brett Losey, Keith Kiesow, Janelle Tatro, Mike Sipin, Linda Kollmann, Bob Doemel, Andy Radig

Members excused: Rick Krumenauer, Scott Jones, Frank Bell, Peter Running, Gordy LeDioyt

Alternates present: Bernie Sorenson

Also present: Sue Verwey

The LEPC meeting was called to order by Chairman Gieryn at 9:42 a.m.

1. Roll call and approval of past minutes

Roll call was taken and a quorum was met.

MOTION to approve minutes from the May 3, 2012 meeting by Doug Gieryn; seconded by Linda Kollmann; all in favor; motion carried.

2. Public comment period

None

3. Annual Organizational Meeting

Nominations for Chairman – Linda Kollmann nominated Doug Gieryn for the position of Chairman; Seconded by Keith Kiesow; Mike Sipin moved that the nominations be closed; Seconded by Linda Kollmann; Doug Gieryn is elected chairman for another 2-year term by unanimous vote.

Nominations for Vice-Chairman – Keith Kiesow nominated Mike Sipin for the position of Vice-chairman; Seconded by Doug Gieryn; Keith Kiesow moved that the nominations be closed; seconded by Linda Kollmann; Mike Sipin is elected Vice-chairman for another 2-year term by unanimous vote.

Nominations for Secretary – Keith Kiesow nominated Larry Smith for the position of Secretary; Seconded by Linda Kollmann; Doug Gieryn moved that the nominations be closed; seconded by Nick Cluppert; Larry Smith is elected Secretary for another 2-year term by unanimous vote.

Memberships expiring on 12/31/12:

- Peter Running
- Scott Jones
- Larry Smith
- Doug Gieryn
- Gordon Hintz
- Mike Sipin
- Andy Radig

4. Annual Designation of LEPC Compliance Inspector

MOTION to designate the Wisconsin Emergency Management Compliance Inspector as Winnebago County LEPC's Compliance Inspector by Linda Kollmann; seconded by Nick Cluppert; all in favor; motion carried.

5. Annual update of procedures for "Review of Hazmat Response Expenditures"

MOTION to extend the "Procedures for Hazmat Response Expenditures" for another year without any changes or corrections by Mike Sipin; seconded by Keith Kiesow; all in favor; motion carried.

6. EPCRA Plan update

Report by Bernie S. to the committee where he is with the EPCRA planning as he begins the new year of his planning process. Also, Bernie gave a brief description of what he does at a facility visit along with a handout of a template that is used at that facility while updating their off-site plan. Very informative as members of the committee are about to tour Banta Book Group after the meeting.

7. Sub-committee reports

Outreach – The "Residential Guide to Emergency Preparedness" has been updated and is ready to be printed. The committee will work out details.

Exercise & Planning – Next year (2013) an exercise with the Oshkosh Area School District is in the early planning stages. Possibly looking at doing a large full-scale exercise with an area facility in 2014.

Cost Recovery – none

Nominations – working on membership vacancies.

8. Quarterly Spill Report

Handout (Janell T.) and discussion.

9. Current events update

- Keith Kiesow – The Town of Menasha conducted “Emergency Operations Center” training with first responders, town department heads and local officials.
- Mike Sipin – Busy changing over their city annexes to emergency operations plans to match the county emergency response plans.
- Andy Radig – Very busy with finalizing 2013 budget and new programming segments.
- Nick Cluppert – Just finished with a successful statewide American Red Cross training. Received a grant to purchase “special needs” cots.
- Doug Gieryn – Public Health has successfully completed the merge of City of Oshkosh, City of Menasha and Winnebago County.
WHEPP development of a 5-year exercise/training plan.

10. Adjourn

MOTION to adjourn **by** Linda Kollmann; seconded by Mike Sipin; all in favor; meeting Adjourned at 10:35 a.m.

Committee members invited to Tour Banta Book Group Facility.

Respectfully submitted by:
Sue Verwey