

Winnebago County

LOCAL EMERGENCY PLANNING COMMITTEE

9:30 a.m.

November 2, 2023

Members attending meeting: Bob Doemel, Mike Sewall, Chuck Anderson, Shelley Brown-Giebel, Carl Mohl, Stephanie Spence, Sean Prust, Andy Radig, Eric Rasmussen, Kaylin Rieckmann, Janell Tatro, Kevin Kuklinski, Andy Radig, Amy Houle and Doug Zellmer

Emergency Management Director Eric Rasmussen called the LEPC meeting to order.

1. Roll call and approval of past minutes

Roll call was taken and a quorum was met.

MOTION to approve minutes from the May 4, 2023 meeting by Carl Mohl; seconded by Doug Zellmer; all in favor; motion carried.

2. Public comments

None were presented.

3. Nominations for Three-Year Terms (January 1, 2024 – December 31, 2026)

Eric Rasmussen made the following nominations for the next term:

- Shawn Bordeaux – Doug Zellmer seconded the motion; all in favor; motion carried
- Stephanie Spence – Shelley Brown-Gielbel seconded the motion; all in favor; motion carried
- Audrey Erdmann – Carl Mohl seconded the motion; all in favor; motion carried
- Beth McCormick – Carl Mohl seconded the motion; all in favor; motion carried
- Janell Tatro – Carl Mohl seconded the motion; all in favor; motion carried
- Sean Prust - Carl Mohl seconded the motion; all in favor; motion carried

Eric Rasmussen moved for Allison Vaccaro to finish out the Chairman term for Janell Tatro which will end in December of 2024; Doug Zellmer seconded the motion; all in favor; motion carried.

Eric Rasmussen moved for Kaylin Rieckmann to finish out the Secretary term for Allison Vaccaro which will end in December of 2024; Janell Tatro seconded the motion; all in favor; motion carried.

4. Spill Report

Eric Rasmussen presented the spill report for review. There have been 6 spills since our last meeting on May 4. It was discussed there seems to be smaller and more minor

spills compared to in the past. It was noted that the website used for the spill reports is not user friendly and the hopes are the DNR will fix this issue. No other questions or concerns regarding the spill report.

5. Subcommittee Reports: Exercising and Education/Outreach

Eric Rasmussen gave a brief update on Outreach and Exercise activities.

On May 3 we brought the Command Post to the Touch a Truck event in Neenah.

Our office attended the WEMA Conference on September 20 and 21.

Eric attended the IPAWS user conference.

Eric and Amy participated in the Trick or Treat Trail in Fox Crossing with the Command Post on October 17.

Becky attended a Media Relations Workshop on June 6.

Amy and Becky attended a Spontaneous Volunteers Management Class that we hosted on October 10.

We also had an Ares/Races training here on October 21 and 22.

Amy is working on creating a revised LEPC Brochure along with the Health Department.

Amy passed her Wisconsin CEM Exam.

Our office participated in the following Sim Com exercise in Green Bay on May 5.

We attended the AirVenture tabletop exercise on June 1.

We help a functional exercise for Neenah on May 31 and Menasha on June 1.

There was a railroad training on September 26 that we all participated in as well.

We did our yearly CART Tabletop on October 11.

Eric and Amy attended a tabletop that was hosted by Oshkosh Correctional Department on October 25.

On November 10 we will be doing a regional tabletop with our County Directors.

6. EPCRA Report

In 2023, our office was required to update 25 EPCRA facility plans; those plans are completed and filed with the State. Regional Director Steve Fenske has assured us the plans will be approved by the end of November.

7. Hazardous Materials Emergency Preparedness Tabletop and Commodity Flow Study

We are currently participating in a Commodity Flow Study focusing on local transportation routes, pipelines, and railroads within each Wisconsin Emergency Management Region. In 2024 there will be another Commodity Flow Study based on water routes and for this study we will be the Fiscal Agent. We will use the same contractor for both studies.

8. Integrated Preparedness Plan

In our May meeting, the committee members were presented with a broad vision of our yearly review known as the IPP. We have since conducted a poll of several different groups indicating what they would like to have offered in order to feel better prepared. We have a draft submitted to the State awaiting approval, with the goal to have a preparedness overview for the community.

9. Adjournment

Before adjourning, Eric Rasmussen asked the committee if they would like to resume meeting at other locations next year, if we are able to secure facility tours that can be incorporated into our meetings. It was agreed that would be preferable. Doug Zellmer requested that we also try to bring in guest speakers to the future meetings.

Andy Radig moved for adjournment; Doug Zellmer seconded; all in favor; motion carried.

The next LEPC meeting date will be Thursday, May 4 at 9:30 a.m. – location to be determined.

Respectfully submitted by:
Amy Houle