

Winnebago County

LOCAL EMERGENCY PLANNING COMMITTEE

9:30 a.m.

May 6, 2021

Members attending virtual meeting: Brian Bending, Tim Eichman, Beth Erdman, Doug Gieryn, Carl Mohl, Suzanne Murawski, Kevin Pullen, Andy Radig, Eric Rasmussen, Janell Tatro, Allison Vaccaro, Kaylin Van Stappen, Gene Wallis, and Doug Zellmer

Also present: Becky Powers

Chairman Janell Tatro 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 November 5, 2020 meeting by Allison Vaccaro; seconded by Doug Zellmer; all in favor; motion carried.

2. Public comments

None.

3. Designation of Compliance Officer

Beth Erdman moved to designate Wisconsin Emergency Management as our compliance officer. Doug Zellmer seconded the motion; all in favor; motion carried.

4. Update of LEPC Bylaws

Minor changes were made to the bylaws:

- Revision of the document date
- Revision of approximate county population
- Under **Officers** section, added a statement to clarify that officer duties may be delegated as necessary
- Under **Subcommittees** section, removal of specific names and insertion of titles "Emergency Management Director" and "Emergency Deputy Director" as subcommittee chairs

After discussion, the wording "or designee" was also added after those titles under **Subcommittees**. Carl Mohl moved to accept the amended bylaws. Doug Zellmer seconded the motion; all in favor; motion carried.

5. Update of Policy and Procedures for the Handling of Hazmat Response Expenditures

This policy was updated and reviewed a couple of years ago, so the only change needed today is the document date. Eric Rasmussen provided a brief explanation of the purpose of this policy. Allison Vaccaro moved to accept the policy as written. Doug Gieryn seconded the motion; all in favor; motion carried.

6. Spill Report

Beth Erdman moved to add the Spill Report to our agenda; Doug Zellmer seconded the motion. Eric Rasmussen presented the spill report for review.

7. Adjournment

Doug Gieryn moved for adjournment; Beth Erdman seconded; all in favor; motion carried.

The next LEPC meeting date will be Thursday, November 4, 2021 at 9:30 a.m. With fervent hope that COVID-19 status will allow for meeting in person by then, a location will be determined at a later date.

Respectfully submitted by:  
Becky Powers