



**Local Emergency Planning Committee Minutes
Thursday, January 10, 2019**

An attendance sheet was distributed.

Committee Members Present: Kathy Johnson (Columbia County Emergency Management), Nate Sievers (Alliant Energy), Suzi Hemler (Portage Community Schools), Paul Nadolski (WDNR), Marie Darling Ellis (Columbia County Emergency Management), Clayton Simonson (Portage Fire Department), Barry Pufahl (Columbia County Board Supervisor), Jon Plumer (State Assembly)

Committee Members Absent with Notice: Dennis Richards (Sheriff), Dan Drew (Columbia County Board Supervisor), Susan Lorenz (Columbia County Health Department)

Committee Members Absent: Media Representative from Portage Daily Register, Sharon Foley (Divine Savior Healthcare), Amy Sandow (Columbus Emergency Management Director), Keith Klafke (Portage Police Department), Diana O'Neill (Red Cross), E. Kevin O'Neill (Red Cross)

The meeting of the Columbia County Local Emergency Planning committee was called to order by Chairman Kathy Johnson at 1:36 p.m. at the Columbia County Law Enforcement Center, 711 E. Cook Street, Portage.

APPROVAL OF JANUARY 2019 LEGALLY NOTICED AGENDA

A motion was made by Clayton Simonson and seconded by Nate Sievers to approve the committee agenda as noticed. Motion was carried unanimously by the committee.

PUBLIC COMMENT

None

APPROVAL OF JULY 2018 MINUTES

A motion was made by Clayton Simonson and seconded by Nate Sievers to approve the July 2018 minutes with the following corrections made by Barry Pufahl. The motion was carried unanimously by the committee.

APPROVAL OF JULY 2018 AGENDA

A motion was made by Clayton Simonson and seconded by Suzi Hemler to approve the committee agenda as noticed. Motion was carried unanimously by the committee.

APPROVAL OF JANUARY 2018 MINUTES

A motion was made by Suzi Hemler and seconded by Clayton Simonson to approve the August 2017 minutes as written. The motion was carried unanimously by the committee.

LEPC MEMBERSHIP UPDATE

- Ken Hutler was contacted prior to the meeting and he has agreed to continue as a citizen member.

- Kevin O’Neill was not in attendance, so a motion was made by Nate Sievers and seconded by Clayton Simonson for the LEPC to send him a letter asking if he wishes to remain on the committee as a citizen member. The motion was carried unanimously by the committee. If he does not, a letter of resignation will be requested.
- Sheriff Dennis Richards – A motion was made by Paul Nadolski and seconded by Clayton Simonson for the LEPC to send him a letter asking if he wishes to remain on the committee as a citizen member. The motion was carried unanimously by the committee. If he does not, a letter of resignation will be requested.
- Sheriff Roger Brandner – In speaking with Sheriff Brandner, he has agreed to be a member of the Local Emergency Planning Committee. Due to prior a commitment, he could not attend today’s meeting. A motion was made by Barry Pufahl and seconded by Suzi Hemler to nominate Sheriff Brandner a member. The motion was carried unanimously by the committee. A letter will be drafted and sent to the Columbia County Board Chairman Gove for approval.
- Jon Plumer – A motion was made by Nate Sievers and seconded by Clayton Simonson to nominate Mr. Plumer (State Assembly 42nd District) to the Columbia County Local Emergency Planning Committee. The motion was carried unanimously by the committee. A letter will be drafted and send to the Columbia County Board Chair Gove for approval.
- David Tracey – No action needed as Dave presented a letter of resignation at his last meeting and it was forwarded to the Columbia County Clerk’s Office.
- A motion was made by Clayton Simonson and seconded my Nate Sievers to have the LEPC send out a letter to all LEPC Members regarding membership. The motion was carried unanimously by the committee. A letter will be drafted and sent to all members by Chairman Johnson.
- A motion was made by Nate Sievers and seconded by Clayton Simonson to invite Amanda Blank from Alliant to sit on the LEPC. The motion was carried unanimously by the committee. Amanda is the distribution manager and is over the Kilbourn and Prairie du Sac Dams. An invitation letter will be sent to Amanda.

EPCRA (Emergency Planning Community Right-To-Know Act) \$ Reimbursement

Marie Darling Ellis reported that on July 30, 2018, we received the FFY 2018 First Half EPCRA Grant Reimbursement in the amount of \$13,218.20.

EMPG (Emergency Management Planning Grant) \$ Reimbursement

Marie Darling Ellis reported that on September 18, 2018, we received the FFY 2018 First Half EMPG Grant Reimbursement in the amount of \$23,687.74.

EPCRA Plan Updates / New EPCRA Plans Written

Marie Darling Ellis reported that seven large facility plans, (Blue Beacon, Didion, EveryDay IBA, Fall River Foundry, Saint Gobain, UWGP-United Wisconsin Grain Producers, and Walmart) have been updated and one facility plan was closed, Level 3 Communications. No new plans have been written and no plans have been closed. Marie gave an overview of what extremely hazardous chemicals are used/stored at each of these planning facilities.

TRAINING AND EXERCISES

Chairman Kathy Johnson gave an overview of the training and exercises we were involved in which included:

- PIO (Public Information Officer) – Columbus
- ICS (Incident Command System) 300 – Columbus
- ICS (Incident Command System) 400 - Columbus

- Four staff sessions were held at the new Columbia County Health & Human Services/ADRC Building for all on the new emergency plans. Deputies Max Jenatscheck and Mike Haverley gave an Active Shooter/Attack presentation to all staff as well.
- Applied for a Hazmat Technicians Course for the City of Portage.
- New Courthouse emergency plans were completed and distributed with training scheduled in 2019.
- Cancelled an Incident Command System 300 class in Arlington and an Incident Command System 400 class in Portage due to the lack of registrations.
- Columbus/Fall River Full Scale Tornado Exercise at the Fall River Schools on July 18, 2018 with many good learning elements including staging/parking of trucks, triage, and the use of their municipal radio channels between Fall River and Columbus.
- Portage/Divine Savior Healthcare/Tivoli Full Scale Tornado Exercise in Portage at the Riverwood Apartments and an auto accident tested resources, FAC (Family Assistance Center) was established/opened, the Columbia County Emergency Operations Center was opened, and WebEOC was activated in the Emergency Operations Center.
- Village of Poynette Tabletop Exercise Tornado including Emergency Management giving an overview of what we can do and will do during an incident, and how the Emergency Operations Center will be open at either the county and/or the village level, depending on the size/scope of the incident.

HAZMAT SPILLS

Chairman Kathy Johnson advised that there were multiple small spills. Kathy explained that there are either more incidents happening or the awareness is getting out and more incidents are being reported. Discussion followed.

ALL HAZARD MITIGATION PLAN UPDATE

Chairman Kathy Johnson explained the Columbia County All Hazard Mitigation Plan, why all municipalities have adopted it, surveys have been sent out to all municipalities, and how the plan update is being conducted by a contractor which is required to be completed and approved by FEMA September 2020.

COLUMBIA COUNTY HAZMAT EQUIPMENT GRANT CLOSEOUT

\$8,077.05 was received for the Hazmat Equipment Grant Closeout.

MABAS CARDS

MABAS was explained by Chief Simonson, Portage Fire Department. All Columbia County Fire Departments are in the process of updating their MABAS Cards and will be sending them to the Emergency Management Office to be posted and distributed to Dispatch. The MABAS cards were available for the members to review at the LEPC meeting.

NEW ADMINISTRATION, HEALTH & HUMAN SERVICES/ADRC, COURTHOUSE EMERGENCY PLANS

New plans were written and distributed to all offices for the Administration Building, Health & Human Services/ADRC Building, and the Courthouse.

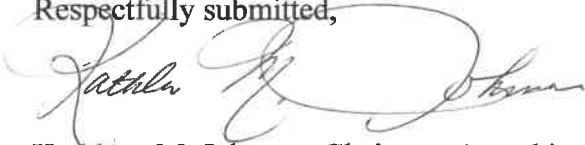
Kathy Johnson explained the Severe Weather Spotter Classes to be held in Portage and Columbus with the National Weather Service presenting on April 8, 2019. Poster attached.

SET NEXT MEETING DATE

July 11, 2019 (Location to be determined)

A motion was made by Suzi Hemler and seconded by Barry Pufahl to adjourn the meeting at 2:28 p.m. The motion was carried unanimously by the committee.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Kathleen M. Johnson".

Kathleen M. Johnson, Chairman (typed in the absence of Marie Darling Ellis)
Marie Darling Ellis, Recording Secretary/Coordinator of Information
Columbia County Local Emergency Planning Committee