**Dave Kuderer, LEPC Chair**

**Matthew Modjeski, LEPC Vice-Chair**

**Local Emergency Planning Committee**

**July 26, 2018 Meeting Minutes**

**Meeting called to order by Chair, Dave Kuderer, at 10:06 am**

**Members Present:** Darlene Pintarro, Randy Williams, Tiffany Giesler, Mark Nicholson, Randall Heimke, David Kuderer, Mike Arnold, Cathy Whaley, Matthew Modjeski, Tim Adler, Randal Dunford, Scott Perkins, Tammy Troutt, Tim Adler, Tim Werstein, and Mike Arnold.

**Others Present:** Kurt Lugo, Wally Habhegger, Al Blencoe, and Tracy Quackenbush.

**January 25, 2018 Minutes:** The minutes were distributed, via email, for committee members to review prior to the meeting. *Motion to approve the minutes was made by Arnold, second by Perkins. Motion carried (16-0).*

**Review of the LEPC Membership List:** The list was reviewed. Due to a change in the County Board Chair membership was changed from Cedrick Schnitzler to Pete Peterson. A retirement in the Health Department of Roberta Walczak created a vacancy that is being filled by Tiffany Geisler. The appointment effective date for Bill Halfman was incorrect according to Halfman. The effective year for him was changed from 2002 to 2004.

All required groups have representation on the committee. *Modjeski made a motion to approve the LEPC member list with the announced additions/changes, second by Arnold. Motion carried (16-0).*

**2018 EPCRA Americold TTX and Functional Exercise:** Pintarro advised that the tabletop exercise with Americold was held on March 14, 2018. There was good discussion. The After Action Report (AAR) was distributed to members via email and hard copy was available at the meeting for review.

This exercise is moving forward to a functional exercise on August 28, 2018. The Emergency Operations Center (EOC) will be activated during this exercise.

**2018 Monroe/Jackson Joint DOT Exercise:** Pintarro indicated that Monroe and Jackson County have moved forward with the planning of this exercise, which will be held on August 14, 2018. Invites have gone out to responding agencies and individuals.

**Strategic Plan:** Pintarro announced that the Monroe County strategic plan has been updated and submitted to the WEM Regional Director for review. Once the plan is approved, it will be distributed to LEPC members via email.

**National Night Out:** Chief Nicolson advised that National Night Out will be held on Tuesday, August 7, 2018 in Winnebago Park. There will be a mock accident and Sparta fire boat demo. Emergency Management will also have a display on site with EPCRA information and the HazMat truck present.

**EPCRA Off-Site Plan Update:** Pintarro advised committee members that the following plans have been updated and submitted to the Regional Director for the second half plan of work: The Toro Company, Toro Distribution, Century Foods Plant 1, and Century Foods Plant 2 & 3. Pintarro is waiting on updates from Century Foods for Plant 4 and XPO Logistics. It was noted that XPO Logistics have not responded to any requests.

**New Plan Developments:** Pintarro advised that a new plan is currently being drafted for Arena Container. Pintarro has the base plan in place and is waiting on further information from the facility. They promised information by the end of the week.

**HazMat Team Training Report:** Heimke indicated that the team had seven (7) technicians attend the WHAMR conference in February. The team also continues to provide ops refresher course training. They will be conducted training with the Sparta Area Fire District in August. Heimke also announced that the team has another member join the team.

**HazMat Spill Report and Response:** Pintarro provided a list of DNR reported HazMat spills. Pintarro talked about a report of a honey spill on the Tomah side. The DNR responded to the reported spill but the contents was actually contained in the truck.

**Annual EPCRA Public Notice:** Pintarro advised that this is scheduled to go to the papers for print in September.

**Old Business:** No old business discussed.

**New Business:** Chief Nicholson announced that the City of Tomah purchased a drone. This drone will be available to other agencies. There will be training coming up August 10th through August 16th for drone pilot certification with department representatives from the police department, fire department, public works, and the city ambulance.

Fort McCoy representatives indicated they have a drone available as well. An announcement was provided in reference to the bases Basic Supply Center (BSC), in building 2569, which includes a stock of police uniforms. The BSC stocks 511 gear and also has office furniture. Sales are available to local law enforcement agencies.

**Adjournment:** The meeting was adjourned at 10:41 am. *Troutt made a motion to adjourn, second by Nicholson. Motion carried (16-0).*

**Next Meeting:** The next meeting is tentatively scheduled for January 24, 2019, in Tomah.

 **Recorder:** Darlene Pintarro