

## COUNTY BOARD COMMITTEE MINUTES

**COMMITTEE:** LAW ENFORCEMENT AND EMERGENCY MANAGEMENT COMMITTEE

**DATE:** OCTOBER 28, 2016

**MEMBERS OF THE COMMITTEE PRESENT:** DWAYNE MORRIS, KIRK LUND, ED MORSE, MICHAEL WINEKE AND DICK SCHULTZ

**OTHERS PRESENT:** DONNA HAUGOM – EMERGENCY MANAGEMENT DIRECTOR, NYCOL HABERMAN – EMERGENCY MANAGEMENT PROGRAM ASSISTANT, BEN WEHMEIER – COUNTY ADMINISTRATOR, ANITA J. MARTIN – COMMUNITY MEMBER

**MEETING CALLED TO ORDER** BY MORRIS AT 8:31 A.M.

### **COMPLIANCE WITH OPEN MEETINGS LAW**

STAFF CERTIFIED COMPLIANCE WITH THE OPEN MEETING LAW

**REVIEW OF AGENDA:** NO COMMENTS – AGENDA APPROVED AS IS

**PUBLIC COMMENT:** ANITA J. MARTIN WAS IN ATTENDANCE AND ASKING FOR A BRIEF SUMMARY ON THE HISTORY/USAGE OF THE SULFURIC ACID AT LAKELAND COLD STORAGE IN LAKE MILLS. IT WAS DECIDED BY THE COMMITTEE THAT THE SUMMARY OF THE FACILITY WOULD BE GIVEN DURING AGENDA ITEM 9 SECTION A.

**APPROVAL OF MINUTES:** MOTION MADE BY WINEKE; SECOND BY SCHULTZ TO APPROVE THE MINUTES FROM THE SEPTEMBER 23, 2016 MEETING AS PRESENTED – ALL AYES.

**REVIEW OF EMERGENCY MANAGEMENT BUDGET –** HAUGOM EXPLAINED THE STATUS OF THE BUDGET NOTING OVERAGES DUE TO FULL SCALE EXERCISES THAT JEFFERSON COUNTY WAS A PART OF. THE OVERAGES ARE REIMBURSABLE THROUGH GRANTS.

**DISCUSSION ON OFF-SITE PLANS 2016 PLAN OF WORK – 2<sup>ND</sup> HALF –** HAUGOM EXPLAINED THE EMERGENCY MANAGEMENT PLAN OF WORK AGREEMENT THAT IS REQUIRED BY THE STATE. HABERMAN STATED THAT THE 2<sup>ND</sup> HALF OF 2016 PLAN OF WORK CAME TO A CLOSE AT THE END OF SEPTEMBER AND THAT THE FOLLOWING PLANS WERE COMPLETED. THE EXTREMELY HAZARDOUS SUBSTANCES THAT ARE STORED AND THE QUANTITIES WERE PROVIDED TO THE COMMITTEE. HAUGOM EXPLAINED THAT THE EM OFFICE IS CURRENTLY WORKING ON A PROJECT USING THE LEAN PROGRAM TO MAKE THE PLAN UPDATE PROCESS MORE EFFICIENT.

- a. VALERO – JOHNSON CREEK – SULFURIC ACID, MAX DAILY AMOUNT REPORTED 153,500 LBS. – COMPLETE
- b. AIR LIQUIDE – JOHNSON CREEK – ANHYDROUS AMMONIA, MAX DAILY AMOUNT REPORTED 8,216 LBS. – COMPLETE
- c. DIGI-STAR – FORT ATKINSON – SULFURIC ACID, MAX DAILY AMOUNT REPORTED 2,632 LBS. – COMPLETE
- d. INSIGHT FS – PALMYRA – PARAQUAT DICHLORIDE, MAX DAILY AMOUNT REPORTED 28 LBS – FACILITY STATES THAT THIS IS NO LONGER ON SITE AND WILL NOT BE IN THE FUTURE – FINAL TRANSMITTAL COMPLETE

- e. TYSON – JEFFERSON – ANHYDROUS AMMONIA, MAX DAILY AMOUNT REPORTED 68,325 LBS., SULFURIC ACID, MAX DAILY AMOUNT REPORTED 4,578 LBS. – PLANT IS CLOSING – FINAL TRANSMITTAL COMPLETE
- f. DEAN KINCAID, INC. – PALMYRA – METHOMYL, APPROXIMATELY 12,000 LBS. OF SOLUTION – CURRENTLY WORKING WITH WISCONSIN EMERGENCY MANAGEMENT TO DETERMINE IF THIS QUALIFIES AS A PLANNING FACILITY.
- g. OSI INDUSTRIES, LLC – FORT ATKINSON – ANHYDROUS AMMONIA, MAX DAILY AMOUNT REPORTED 80,000 LBS., BATTERY ACID (SULFURIC ACID), MAX DAILY AMOUNT REPORTED 4,725 LBS. – COMPLETE
- h. PERRY WAY FOODS – WATERTOWN – ANHYDROUS AMMONIA, MAX DAILY AMOUNT PER DISCUSSIONS WITH FACILITY IS 14,000 LBS. – COMPLETE

**DISCUSSION ON OFF-SITE PLANS 2017 PLAN OF WORK – 1<sup>ST</sup> HALF** – HABERMAN EXPLAINED THAT THE PLANS LISTED BELOW ARE DUE TO BE UPDATED IN THE FIRST HALF OF THE PLAN OF WORK FOR 2017. HABERMAN IS CURRENTLY IN THE PROCESS OF SCHEDULING THE VISITS – VISITS SHOULD BE SCHEDULED AND/OR COMPLETED WITHIN THE NEXT MONTH. INFORMATION SPECIFICALLY PERTAINING TO LAKELAND COLD STORAGE WAS PROVIDED PER REQUEST FROM COMMUNITY MEMBER ANITA MARTIN. HABERMAN STATED THAT THE AMOUNT OF SULFURIC ACID REPORTED ON THE TIER II FOR LAKELAND COLD STORAGE IS THE SAME AS IN YEARS PAST – 4,998 LBS. THE SULFURIC ACID IS CONTAINED WITHIN FORKLIFT BATTERIES USED AT THE FACILITY. PER THE MOST RECENT PLAN THERE ARE 9 BATTERIES ON SITE.

- a. LAKELAND COLD STORAGE – LAKE MILLS – SULFURIC ACID, MAX DAILY AMOUNT REPORTED 4,998 LBS. – VISIT TO BE SCHEDULED
- b. WIS-PAK – WATERTOWN – ANHYDROUS AMMONIA, MAX DAILY AMOUNT REPORTED 7,584 LBS – SULFURIC ACID (BATTERIES), MAX DAILY AMOUNT REPORTED 19,200 LBS. – SULFURIC ACID 93% (WASTEWATER TREATMENT), MAX DAILY AMOUNT REPORTED 23,000 LBS. – VISIT TO BE SCHEDULED
- c. GENERAC POWER SYSTEMS – WHITEWATER – SULFURIC ACID(BATTERIES), MAX DAILY AMOUNT REPORTED 44,159 LBS. – SULFURIC ACID 30% (WASTEWATER TREATMENT), MAX DAILY AMOUNT REPORTED 31,311 LBS. – VISIT TO BE SCHEDULED
- d. WHITEWATER COGENERATION FACILITY – WHITEWATER – SULFURIC ACID, MAX DAILY AMOUNT REPORTED 54,000 LBS. – VISIT TO BE SCHEDULED
- e. GENERAC – COLLINS RD JEFFERSON – SULFURIC ACID, MAX DAILY AMOUNT REPORTED 4,856 LBS. – VISIT TO BE SCHEDULED

**DISCUSSION ON INTEGRATED PUBLIC ALERT AND WARNING SYSTEMS (IPAWS)** – HAUGOM EXPLAINED THAT THERE WAS A SMALL GROUP THAT PARTICIPATED IN TRAINING (DONNA HAUGOM, TODD LINDERT-COMMUNICATION SUPERVISOR, DENISE NYBERG-DISPATCHER AND CAROL VERHALEN-DISPATCHER). HAUGOM STILL NEEDS TO RETURN INFORMATION TO ALERTSENSE TO CREATE PASSCODES SO THAT WHEN MESSAGES ARE SENT OUT THE CODES CAN BE USED TO VERIFY AUTHENTICITY. ONCE THAT IS COMPLETED IPAWS CAN BE USED IF NEEDED. HAUGOM EXPECTS IT TO BE COMPLETED WITHIN A MONTH. THE COMMITTEE QUESTIONED IF THE PUBLIC CAN BE MADE AWARE OF THE SYSTEM. WEHMEIER SUGGESTED A PRESENTATION AT THE JEFFERSON COUNTY BOARD MEETING. HAUGOM STATED SHE WILL FIND OUT IF A TEST MESSAGE CAN BE SENT TO MAKE THE PUBLIC AWARE OF THE NEW SYSTEM.

**DISCUSSION ON CHILD ABDUCTION RESPONSE TEAM (CART)** – HAUGOM STATED THAT DODGE COUNTY PRESENTED INFORMATION ON THEIR CHILD ABDUCTION RESPONSE TEAM TO THE POLICE CHIEF’S AND SHERIFF’S ASSOCIATIONS. CHIEF ROETS FROM WATERTOWN BELIEVES THAT CREATING A TEAM WOULD BE BENEFICIAL FOR JEFFERSON COUNTY. DET. SGT. DON HUNTER – JEFFERSON COUNTY SHERIFF’S OFFICE, ANDY ERDMAN – JEFFERSON COUNTY DIRECTOR OF LAND INFORMATION, KRAIG BIEFELD-ASST. FIRE CHIEF/DIRECTOR OF EMS WATERTOWN FD, CAROL VERHALLEN-JEFFERSON COUNTY DISPATCHER, DET. LEAH MEYER-JEFFERSON COUNTY SHERIFF’S OFFICE, ASHLEY TIMMERMAN-JEFFERSON COUNTY HUMAN SERVICES, TODD LINDERT-JEFFERSON COUNTY COMMUNICATIONS SUPERVISOR, ROLAND WELSCH-JEFFERSON COUNTY INFORMATION TECHNOLOGY MANAGER, SGT. LEON RUDER-WATERTOWN PD, CAPT. ROBERT KAMINSKI-WATERTOWN PD (COORDINATOR), ERIN FENDT-WATERTOWN PD COMMUNICATIONS SUPERVISOR AND HAUGOM ATTENDED TRAINING IN APPLETON. THE TRAINING DISCUSSED HOW A CART WOULD RESPOND TO A MISSING/ABDUCTED CHILD, HELPING LAW ENFORCEMENT, CREATING PERIMETERS AND GRIDS, SET UP COMPUTER EQUIPMENT IN EITHER THE EOC OR IN THE INCIDENT COMMAND TRAILER. THERE IS A MEETING SCHEDULED FOR NOVEMBER 4<sup>TH</sup> TO FURTHER DISCUSS WHAT NEEDS TO BE DONE TO SET UP THE CART FOR JEFFERSON COUNTY. FURTHER DISCUSSION WAS HAD.

**DISCUSSION ON WATERTOWN FULL SCALE EXERCISE** – HAUGOM STATED THE EXERCISE WENT WELL. THE EXERCISE CONSISTED OF TWO PHASES – THE FIRST PHASE WAS RESPONSE WITH EMS AND FIRE; CHECKING EVERYBODY OUT/TRIAGE AND GOING THROUGH THE CODE SYSTEM. THE SECOND PHASE INCLUDED THE PROTOCOLS FOR WORKING WITH THE MEDICAL EXAMINER AND INVESTIGATORS IN PROCESSING FATALITIES. A FAMILY ASSISTANCE CENTER WAS OPENED WHICH WOULD HELP REUNITE FAMILIES AND SHELTER THOSE THAT WERE NOT INJURED. THERE WILL BE A MEETING SCHEDULED IN THE FUTURE TO DISCUSS LESSONS LEARNED BASED ON INFORMATION PROVIDED FROM EVALUATORS THAT WERE ON SITE OBSERVING THE EXERCISE.

**DISCUSSION ON HAZARD MITIGATION GRANT PROGRAM (HMGP) AND COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)** – HAUGOM STATED THAT EM IS IN THE PROCESS OF ACQUIRING 5 MORE PROPERTIES. A CDBG WAS TO BE UTILIZED FOR THE 12.5% MATCH USUALLY PROVIDED BY THE COUNTY. A CDBG REQUIRES THAT THE PARTICIPANTS ARE LOW TO MODERATE INCOME AND PRIMARY RESIDENTS. THE PROCESS HAS CHANGED QUITE A BIT SINCE THE LAST TIME EM USED THE CDBG AND BECAME VERY DIFFICULT AND COMPLICATED. THE STATE CONTINUALLY REQUESTED ADDITIONAL INFORMATION FROM THE PARTICIPANTS OUTSIDE OF THEIR ANNUAL INCOME. IT WAS DETERMINED THAT THE CDBG WOULD NOT BE USED AT THIS TIME. THE HMGP WILL BE USED AS WELL AS SOME FUNDING THAT WAS LEFT OVER FROM 2008. THE APPROVAL TO START THE PROJECT WAS NOT RECEIVED UNTIL LATE AUGUST 2016. THIS HAS CREATED SOME TIMING ISSUES AS 4 OF THE 5 PROPERTIES REQUIRE AN ARCHEOLOGIST BE ON SITE DURING DEMOLITION BECAUSE THEY ARE EITHER IN OR NEAR A TRIBAL BURIAL SITE. THE APPRAISALS HAVE BEEN STARTED AND NEED TO GO TO THE STATE FOR A REVIEW PROCESS THAT TAKES ABOUT 30 DAYS. AFTER THAT HAUGOM HAS 30 DAYS TO DISCONNECT UTILITIES, HAVE THE PROPERTIES INSPECTED FOR ASBESTOS OR LEAD, COMPLETE ABATEMENT IF NEEDED AND HAS 30 DAYS FOR DEMOLITION. A PROPERTY HAS TO BE DEMOLISHED WITHIN 90 DAYS FROM WHEN IT IS ACQUIRED. BASED ON THIS TIMING THE DEMOLITION WILL BE DONE DURING THE WINTER AND THE ARCHEOLOGIST STATED THAT HE CANNOT COMPLETE THE WORK NEEDED IN THE WINTER WITH FROZEN GROUND. AN EXTENSION ON THE GRANT CURRENTLY IS NOT AVAILABLE. THE STATE IS WRITING A LETTER REQUESTING SPECIAL CONSIDERATION IN THIS CASE TO EXTEND THE GRANT. AT THIS TIME THE PROCESS IS ON HOLD AS HAUGOM CANNOT MAKE OFFERS TO THE PROPERTY OWNERS UNTIL SHE KNOWS THAT WE CAN ACQUIRE THE PROPERTIES.

**DISCUSSION ON AUGUST 2016 – OCTOBER 2016 ACTIVITIES – MORRIS EXPLAINED TO THE COMMITTEE THAT THE LIST INCLUDES OTHER CURRENT PROJECTS CURRENTLY BEING WORKED ON BY JEFFERSON COUNTY EM. FURTHER DISCUSSION WAS HAD.**

- a. VOLUNTARY ORGANIZATIONS ACTIVE IN DISASTERS (VOAD) COORDINATION CALL
- b. WI EMERGENCY MANAGEMENT ASSOCIATION (WEMA) REPRESENTATIVE
- c. JEFFERSON NATIONAL NIGHT OUT
- d. NATIONAL WEATHER SERVICE WEBINAR
- e. 2017 BUDGET, OVER \$660 FOR 2016
- f. FEMA REGION V POWER OUTAGE WORKSHOP
- g. LOCAL EMERGENCY PLANNING COMMITTEE (LEPC) MEETING
- h. EMS ASSOCIATION
- i. HAZMAT REVIEW NESTLE' PURINA
- j. LEAN PROGRAM
- k. CHILD SAFETY FAIR – JOHNSON CREEK
- l. SE REGION/COLLABORATION MEETINGS
- m. CHILDREN IN DISASTERS WEBINAR
- n. EM QUARTERLY MEETING – ADMINISTRATION
- o. PROGRAM REPORTS – MILES PARATUS
- p. PROGRAM REPORTS PUBLIC PRIVATE PARTNERSHIPS
- q. PUBLIC PRIVATE PARTNERSHIP ORGANIZATION
- r. ACTIVE SHOOTER – JEFFERSON HIGH SCHOOL
- s. COURTHOUSE SECURITY AND FACILITIES MEETING
- t. FFY 2017 PLAN OF WORK (POW)
- u. WI RECOVERY TASK FORCE MEETING
- v. DEBRIS MANAGEMENT PLAN
- w. CHIEFS AND SHERIFF ASSOCIATION
- x. ARES/RACES SET EXERCISE
- y. PIPELINE GROUP MEETING
- z. WEMA CONFERENCE
- aa. TRAININGS WORKSHOP WEBINARS
- bb. DAILY OPERATIONS

**CORRESPONDENCE – NONE**

**DATE AND TIME OF NEXT MEETING – FRIDAY, NOVEMBER 18, 2016 AT 8:30 A.M.**

**ADJOURN – 9:29 A.M. MOTION MADE BY SCHULTZ, 2<sup>ND</sup> BY LUND – ALL AYES**