

**JEFFERSON COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE**

UW-Extension (Lower level of Workforce Development Center)
864 Collins Road, Jefferson WI 53549

WEDNESDAY, November 2, 2016 at 1:00 p.m.

MEETING MINUTES

- 1) **Call to Order** – The meeting was called to order at 1:04 pm.
- 2) **Roll Call – Members Present:** Kraig Biefeld, Nycol Haberman, Donna Haugom, Ted Tuchalski, Gail Scott, Sheriff Paul Milbrath, Paul Hable, Chief Vern Butzine, Ryan Leslie
Others Present: Ian Lehrer
- 3) **Certifications of Compliance with the Open Meetings Law** – In compliance.
- 4) **Review of the Agenda** – The agenda was reviewed; no changes made.
- 5) **Citizen Comments** – There were no citizen comments.
- 6) **Motion and Approval for August 10, 2016 Meeting Minutes** – Hable motioned to approve, second by Butzine – all ayes
- 7) **Communications** – None
- 8) **Discussion on Natural Hazard Mitigation Plan** - Haugom indicated they were thinking about changing the All Natural Hazard Mitigation Plan to an All Hazard Mitigation Plan. The State only requires the mitigation plan to be natural hazards. Haugom checked with other EM Directors and decided to leave it as an All Natural Hazard Mitigation Plan.
- 9) **Discussion on implementation of Integrated Public Alert & Warning System(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. Haugom stated she will find out if a test message can be sent to make the public aware of the new system.

10) Discussion on Public Private Partnerships – Haugom stated that she is working with facilities, municipalities, non-profit organizations and first responders to provide information to each other of what resources they have available and how they can help each other during an incident. There was a meeting held 10/25/16. The meeting included discussions on Incident Command System, a speaker from a facility that had a fire, a speaker from WE Energies giving information on the process of re-connecting electricity and a speaker on Continuity of Operations. Haugom estimates the group will be meeting every quarter to provide training or hold exercises. Haugom received a grant to fund the Public Private Partnership Workshop.

11) Discussion on Public Information Events – Haugom wanted to let the committee know that the EM office attends Child Safety Fairs, National Night Out, Hispanic Fairs, Jefferson County Fair – at these events the general public is given information on Emergency Planning Community Right to Know Act (EPCRA), evacuation/shelter-in-place and other family preparedness information.

12) Discussion on HAZMAT response at Nestle’ Purina – Haugom stated that she and Ian Lehrer from Nestle’ Purina met with Chief Ron Wagner (Jefferson FD) and Deputy Chief Todd Yandre (Lake Mills FD/Jefferson County HAZMAT). Lehrer stated that the meeting was held to discuss the facility’s response to possible hazardous substance spills, fires and false alarms. Further discussion was had.

13) Discussion on Hazardous Materials Spills/Billings (08/11/16 to 11/01/16) – Haugom stated that there was just one spill reported.

- On 10/03/16 – 150 gallons of water and weed killer mixture – equipment failure – crack in 300 gallon tank causing about ½ of the mixture in the tank to be released - SC Region Jefferson County, City of Whitewater, roadway E Lakeview Dr and S Waters Edge intersection, responsible party unknown.

14) Updated Off-site Plans (05/12/16 – 11/01/16) – Haberman gave a brief update on the status of each facility plan listed below

Second Half Plan of Work 2016

Perry Way Foods – Watertown – Anhydrous Ammonia (14,000 lbs.) – New Plan Complete

OSI Industries – Fort Atkinson – Anhydrous Ammonia (80,000 lbs.) and Battery Acid (4,725 lbs.) – Plan Update Complete

Air Liquide – Johnson Creek – Anhydrous Ammonia (6,500 lbs.) – New Plan Complete

Insight FS – Palmyra – Paraquat Dichloride (28 lbs) – EHS removed from facility – Final Transmittal Complete

Tyson Foods – Jefferson – Anhydrous Ammonia (68,325 lbs.) and Sulfuric Acid (4,578 lbs.) – Plant closed and EHS removed – Final Transmittal Complete
Digi-Star LLC – Fort Atkinson – Battery Acid (2,632 lbs.) – New Plan Complete
Valero – Johnson Creek – Sulfuric Acid (153,500 lbs.) – Plan Update Complete
Dean Kincaid – Palmyra – Methomyl - WEM is working with contact at Dean Kincaid to determine how much of the EHS is actually on site and if they should be a planning facility. – moved to Plan of Work 2017

First Half Plan of Work 2017

Lakeland Cold Storage – Lake Mills – Sulfuric Acid, Max Daily Amount Reported 4,998 lbs. – Visit to be scheduled

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

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

Whitewater Cogeneration Facility – Whitewater – Sulfuric Acid, Max Daily Amount Reported 54,000 lbs. – Visit to be scheduled

Generac – Collins Rd Jefferson – Sulfuric Acid, Max Daily Amount Reported 4,856 lbs. – Visit to be scheduled

Haugom gave the committee information on the LEAN program which is being used to make the off-site process more efficient and consistent.

15) Industry Reports

- a) **American Red Cross** – No representative present.
- b) **Salvation Army** – No representative present.
- c) **South Central Health Care Coalition** – Hable gave a brief description of the coalition and that a lot of its focus is now on first responders or pre-hospital.

16) Correspondence – No correspondence

17) **Next Meeting Date** - Wednesday, February 15, 2017 at 1:00 pm – Rm 12 UW-Extension

18) **Meeting Adjourned** – Biefeld adjourned at 2:05 – motioned by Butzine, second by Milbrath