

LEPC
MEETING MINUTES

Meeting Date: November 15, 2023

1. Call to Order: The meeting is called to order at 1:10 by Bruce Degner.
2. Roll Call: Donna Haugom, Chief Travis Teesch, Elizabeth Chilsen, Sam Lamuro, Bruce Degner (Chair), Matt Zangl, Tyler Kubicek(z), Warden Alex Brooks (z), Adam Bols (z)

Non-Committee members in attendance – Patricia Cicero, Anita Martin
3. This meeting complies with the open meetings law
4. Review of the Agenda.
5. Public Comment – No public comment made.
6. Discussion and approval of the August 16, 2023 minutes. Motion to approve by Travis Teesch, seconded by Elizabeth Chilsen. Minutes approved.
7. No Communications.
8. Spill Report update – spreadsheet provided with additional information for spills discussed in August. New spill information given.
9. Creekwood Cage Free Off-Site visit update given by Donna Haugom.
10. Instructions on Tier II reports given by Donna Haugom.
11. Power point was provided to review instruction on Emergency Planning Notification (EPN) Reports by State EPCRA Officer who had to reschedule. Donna will try to reschedule State EPCRA Officer to come back and review the instruction. It is proposed that perhaps it could be done at a Fire Chief's meeting.
12. Donna Haugom goes over the Wisconsin Hazmat Online Reporting System (WHOPRS)
13. Off-site approval plan sub-group proposed to review off-site plans. Donna suggests a group of at least 4 people. Sam Lamuro volunteers. Bruce Degner reviews them. Donna suggests Michael Stephens who has previously agreed. Elizabeth Chilsen volunteers. The subgroup will review plans when they are done and the subgroup will report out on the facilities at the meetings.
14. Tabletop exercises for OSI and Johnsonville scheduled for 2024. Donna Haugom informs the committee how the exercises came about. We will start planning them at the end of this year.
15. Donna provides committee with the requirement of the Integrated Preparedness Plan (IPP) and the survey that was sent out that provided the results for the Plan.
16. Donna presents bylaws for review.

17. Tracy is training to become a certified EPCRA Compliance inspector, until training is complete Jefferson County identify the State as the Compliance Inspector for Jefferson County.

18. Agency updates: Red cross – none, Salvation Army – None, SCWHIRC – None

19. Tentative date 2/21/2024 at 1:00 pm at the Jefferson County Emergency Management Office 107 E. Washington St.

Motion to adjourn made and seconded. Meeting adjourns at 1:55 p.m.

(z) – appeared via zoom