

JEFFERSON COUNTY
LAW ENFORCEMENT/EMERGENCY MANAGEMENT COMMITTEE
COURTHOUSE, ROOM 112 / 311 S CENTER AVENUE/ JEFFERSON WI 53549

FRIDAY, JANUARY 27, 2017 @ 8:30 A.M.

COMMITTEE MEMBERS: DWAYNE MORRIS (CHAIR), KIRK LUND, ED MORSE, MICHAEL WINEKE AND DICK SCHULTZ

1. CALL TO ORDER
2. ROLL CALL (ESTABLISH A QUORUM)
3. CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW
4. REVIEW THE AGENDA
5. PUBLIC COMMENT – MEMBERS OF THE PUBLIC WHO WISH TO ADDRESS THE COMMITTEE ON SPECIFIC AGENDA ITEMS MUST REGISTER THEIR REQUEST AT THIS TIME.
6. APPROVAL OF MINUTES FROM THE DECEMBER 16, 2016 MEETING
7. REVIEW EMERGENCY MANAGEMENT BUDGET
8. DISCUSSION ON OFF-SITE PLANS 2017 PLAN OF WORK – 1ST HALF
 - a. LAKELAND COLD STORAGE (UPDATE) – LAKE MILLS – SULFURIC ACID, MAX DAILY AMOUNT REPORTED 4,998 LBS. – VISIT COMPLETED, PLAN UPDATE IN PROGRESS
 - b. WIS-PAK (UPDATE) – 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 COMPLETED, PLAN UPDATE IN PROGRESS
 - c. GENERAC POWER SYSTEMS (UPDATE) – WHITEWATER – SULFURIC ACID(BATTERIES), MAX DAILY AMOUNT REPORTED 44,159 LBS. – SULFURIC ACID 30% (WASTEWATER TREATMENT), MAX DAILY AMOUNT REPORTED 31,311 LBS. – CURRENTLY IN COMMUNICATION WITH FACILITY TO SCHEDULE THE VISIT
 - d. WHITEWATER COGENERATION FACILITY (UPDATE) – WHITEWATER – SULFURIC ACID, MAX DAILY AMOUNT REPORTED 54,000 LBS. – VISIT SCHEDULED FOR 01/23/17
 - e. GENERAC (NEW) – COLLINS RD JEFFERSON – SULFURIC ACID, MAX DAILY AMOUNT REPORTED 4,856 LBS. – VISIT COMPLETED, PLAN UPDATE IN PROGRESS
 - f. SCHILLER GROUNDS CARE INC. (UPDATE) – JOHNSON CREEK – SULFURIC ACID, MAX DAILY AMOUNT REPORTED 4,375 LBS. – VISIT TO BE SCHEDULED THIS MONTH
9. DISCUSSION ON NOVEMBER 2016 – JANUARY 2017 ACTIVITIES
 - a. Family Preparedness – Hispanic Resource Fair
 - b. SE Regional Monthly Meetings
 - c. Rapid Notify Mass Alert System Demonstrations
 - d. LEAN presentation
 - e. South Central HealthCare Coalition meetings
 - f. SE Region Statewide Communication Interoperability Plans (SCIP) Implementation Council
 - g. Courthouse Securities and Facilities Committee meeting
 - h. NWS Winter Weather Outlook Meeting
 - i. Community Gathering/Greater Watertown Community Health Foundation
 - j. Police Chief's and Sheriff Association meetings
 - k. Fire Chief's Association meetings
 - l. Department Head meetings
 - m. Cyber Power Outage workshop
 - n. Jefferson County Family Assistance Center
 - o. Child Abduction Response Team
 - p. Plan of Work
 - q. Property Acquisitions Blackhawk Island Road (5)
 - r. WISE – Wisconsin Safe Energy Alliance (Enbridge Energy)

15. CORRESPONDENCE

16. DATE AND TIME OF NEXT MEETING – FRIDAY, FEBRUARY 24, 2017 AT 8:30 A.M.

17. ADJOURN

A QUORUM OF ANY JEFFERSON COUNTY COMMITTEE, BOARD, COMMISSION OR OTHER BODY, INCLUDING THE JEFFERSON COUNTY BOARD OF SUPERVISORS, MAY BE PRESENT AT THIS MEETING

INDIVIDUALS REQUIRING SPECIAL ACCOMMODATIONS FOR ATTENDANCE AT THE MEETING SHOULD CONTACT THE COUNTY ADMINISTRATOR AT 920-674-7101 24 HOURS PRIOR TO THE MEETING SO APPROPRIATE ARRANGEMENTS CAN BE MADE.

2017 POW Spreadsheet

0 Jefferson		FFY 2017	
PLAN OF WORK REQUIREMENTS			
I. PLANNING			
Section A - County/Tribal Emergency Operations Plan (EOP) (Annexes format) <i>Tribe only develop/update applicable annexes.</i>	Period Scheduled	Date Sent to Regional Office	Comments
Update of Basic Plan	N/A		
Update of Annex A (Direction and Control)	N/A		
Update of Annex B (Warning & Communications)	N/A		
Update of Annex C (Resource Management)	N/A		
Update of Annex D (Law Enforcement)	N/A		
Update of Annex E (Evacuation and Sheltering)	N/A		
Update of Annex F (Human Services)	N/A		
Update of Annex G (Public Works and Engineering)	N/A		
Update of Annex H (Health and Medical)	N/A		
Update of Annex I (Radiological)	N/A		
Update of Annex J (Public Information)	N/A		
Update of Annex K (Fire and Rescue)	N/A		
Update of Annex L (Damage Assessment)	N/A		
Update of Table of Contents	N/A		
Update of Acronyms	N/A		
Update of Legal Basis	N/A		
Update of Phone List	N/A		
Crosswalk to CPG 101 V. 2	N/A		
Planning Narrative	N/A		
Section A - County/Tribal Emergency Response Plan (ERP) (Emergency Support Function [ESF] format) <i>Tribe only develop/update applicable ESF's.</i>	Period Scheduled	Date Sent to Regional Office	Comments
Update Basic Plan	1		
Update ESF 1 (Transportation)	1		
Update ESF 2 (Communications)	1		
Update ESF 3 (Public Works & Engineering)	1		
Update ESF 4 (Firefighting)	1		
Update ESF 5 (Emergency Management)	1		
Update ESF 6 (Human Services)	1		
Update ESF 7 (Resource Support)	1		
Update ESF 8 (Public Health)	1		
Update ESF 9 (Urban Search & Rescue)	1		
Update ESF 10 (HAZMAT)	1		
Update ESF 11 (Agriculture)	1		
Update ESF 12 (Energy)	2		
Update ESF 13 (Public Safety)	2		
Update ESF 14 (Long Term Recovery)	2		
Update ESF 15 (External Affairs)	2		
Update ESF 16 (Hospitals)	2		
Update ESF 17 (Animal)	2		
Update ESF 18 (Fatality Management)	2		
Update Radiological Incident Annex	2		
Update of Table of Contents	2		
Update of Acronyms	2		
Update of Legal Basis	2		
Update of Phone List	2		
Crosswalk to CPG 101 V. 2	1 & 2		
Planning Narrative	1 & 2		

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Any other Emergency Support Functions (ESFs) - Insert as needed			
Section B - County/Tribal Hazard Analysis <i>Required if the County/Tribe does not have a current All-Hazard Mitigation Plan</i>	Period Scheduled	Date Sent to Regional Office	Comments
County/Tribal Hazard Analysis	2		
Section C - EPCRA (COUNTY ONLY) Complete, sign and submit the Strategic Plan Transmittal and LEPC Administrative Review to regional office. Required to apply for Computer/ Hazmat Grant.	Period Scheduled	Date Sent to Regional Office	Comments
Complete and submit the EPCRA Countywide Strategic Plan to include the following plan elements:			
<i>Promulgation statement</i>	1		
<i>Hazard Analysis:</i>	1		
<i>Updated list of planning and Tier II facilities</i>	1		
<i>Identification of major transportation routes</i>	1		
<i>List of most common EHS at fixed facilities</i>	1		
<i>Hazmat Response Capability:</i>	1		
<i>Identification of emergency response team</i>	1		
<i>Updated resource list</i>	1		
<i>Emergency response team procedures</i>	1		
<i>Process for maintaining or increasing hazmat emergency response capability:</i>	1		
<i>Hazmat training program</i>	1		
<i>Local training efforts listed</i>	1		
Local Emergency Planning Committee (LEPC) Administrative Requirements:			
<i>LEPC membership roster (meet requirements as listed in Grant Announcement)</i>	1		
<i>LEPC established rules or by-laws addressing committee functions:</i>			
<i>Compliance Inspector</i>	1		
<i>Public notification of committee activities</i>			
<i>Public meetings</i>			
<i>Public comments</i>			
<i>Distribution of the emergency plan</i>			
<i>Procedures for receiving and processing public requests</i>			
<i>Publish Annual EPCRA Public Notice</i>	1		
	Number of Plans		Comments
First-Half Update of Off-Site Plans: Facility Name and Facility ID#. <i>Insert lines as needed.</i>	Period Scheduled	Date Sent to Regional Office	
Lakeland Cold Storage ID#199449			
WIS-PAK of Watertown ID#12924			
Generac Power Systems, Inc. ID#196372			
Whitewater CoGeneration Facility ID#165276			
Schiller Grounds Care Inc. ID#22735			

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Second-Half Update of Off-Site Plans: Facility Name and Facility ID#. <i>Insert lines as needed</i>	Period Scheduled	Date Sent to Regional Office	Comments
Jefferson County-wide Farm Plan			
Jones Dairy Farm ID#6030			
LD Foods ID#11140			
Walmart Supercenter 3499 ID#198419			
Watertown Water Department West Street ID#37730			
Watertown Water Department First Street ID#77118			
First-Half Development of New Off-Site Plan(s) <i>Insert lines as needed</i>	Period Scheduled	Date Sent to Regional Office	Comments
Generac Power Systems, Inc. ID#200898			
Second-Half Development of New Off-Site Plan(s) <i>Insert lines as needed</i>	Period Scheduled	Date Sent to Regional Office	Comments
Trek - WI Distribution Center JC ID#200996			
Frontier Communications - Lake Mills ID#39788			
Frontier Communications - Waterloo ID#22278			
II. TRAINING			
Section A - Minimum Required Training (See Information and Guidance Memo 8-10-11) Click on this cell for a schedule of course offerings or visit https://www.training.wisconsin.org <i>List Course number and name. Insert lines as needed.</i>	Period Scheduled	Date Sent to Regional Office	Comments
Other Training Venue:			
Local Training			
Emergency Management Institute (EMI) / Independent Study (IS) Click here for a list of course offerings. Indicate which course(s) you plan to complete.			
State-Sponsored Training and Courses Click here for a schedule of course offerings. Indicate which course(s) you plan to attend.			
Local Volunteer Donations Management	1		
Section B - Conferences	Period Scheduled	Date Sent to Regional Office	Comments
Attend WEMA Conference- October	1		
Attend All County and Tribal Directors Meeting- October	1		
Attend HS & EM (Governor's) Conference- March	1		
Attend Wisconsin Training and Exercise Planning Workshop (TEPW) - Spring	1		

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III. EXERCISING			
<i>Indicate which exercise meets EPCRA Exercise requirement (TT & FE or TT & FS in 4-yr cycle 2016-2020) in the comments section.</i>	Period Scheduled	Date Sent to Regional Office	Comments
Plan/Conduct Tabletop Exercise			
Plan/Conduct Functional Exercise			
Plan/Conduct Full Scale Exercise	1		10/22/16 Mass Fatality/Dodge-Jefferson-City of Watertown (EMPG)
Participate in three (3) EMPG Exercises	1 & 2		
IV. OUTREACH			
Section A - Tornado and Severe Weather Awareness Campaign <i>Indicate three (3) or more activities comprising the campaign:</i>	Period Scheduled	Date Sent to Regional Office	Comments
Severe Weather Spotter Training	2		
Distribute Drill Schedule	1		Schools/Municipalities/County Employees/Media
Press Release Best Available Shelter Suggestions	2		
Section B - EPCRA Outreach Campaign (County Only) <i>Indicate three (3) or more activities comprising the campaign:</i>	Period Scheduled	Date Sent to Regional Office	Comments
Clean Sweep Campaigns (Notices)	1 & 2		
Clean Sweep Events	1 & 2		
Clean Sweep Public Education	1 & 2		
Section C - Additional Outreach Campaign <i>Indicate three (3) or more activities comprising the campaign:</i>	Period Scheduled	Date Sent to Regional Office	Comments
Letter to Editor - Family Preparedness	1		
Family Preparedness/EPCRA Information - County Fair	2		
Family Preparedness mailed to Libraries	2		
V. DISASTER			
Section A - Disaster Activities	Period Scheduled	Date Sent to Regional Office	Comments
Submit situation reports, damage assessment reports and UDSR			As Required
Perform tasks associated with administration of the Wisconsin Disaster Fund			As Required
Perform task associated with administration of the Public Assistance (PA) Program			As Required
Perform task associated with administration of the Hazard Mitigation Program			When Possible
VI. MEETINGS			
Section A - Meetings	Period Scheduled	Date Sent to Regional Office	Comments
Attend Scheduled Regional Meetings	1 & 2		
Report to Oversight Committee Meetings	1 & 2		
PROGRAM INITIATIVES			
VII. LOCAL PARTNERSHIPS			

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Section A -Local Initiatives			
<i>Insert Local Initiatives (Example: Public/ Private Partnership, COOP Workgroup, IMT, Local Healthcare Coalition)</i>	Period Scheduled	Date Sent to Regional Office	Comments
South Central Health Care Coalition	1 & 2		
Public/Private Partnerships	1 & 2		
Continuity of Operations Planning - Business/County	1 & 2		
Section B - Meetings			
VOAD Board Meetings			
Jefferson County Chiefs and Sheriff Association Meetings			
Jefferson County Fire Chiefs Association Meetings			
Law Enforcement/Emergency Management Meetings			
Jefferson County EMS Association Meetings			
Local Emergency Planning Committee Meetings			
Courthouse Security and Facility Meetings			
SC Healthcare Coalition Meetings			
County Board Meetings			
Quarterly County Administrator Meetings			
Department Head Meetings			
SE Region Coalition Meetings			
Wisconsin Hazard Mitigation Team Meetings			
Section C - Municipal and Other Plans			
<i>Indicate Plan Name</i>	Period Scheduled	Date Sent to Regional Office	Comments
Develop Municipal Plan for:			
Update Municipal Plan for:			
Dam(s) Safety Plan for:			
County/ Tribe All- Hazard Mitigation Plan	1 & 2		Expires 2018
Attend Hazard Mitigation Planning Workshop			
Cyber Plan			
Debris Management Plan			
Mass Fatality Plan			
Mass Casualty Plan			
Evacuation Plan			
Biological and Communicable Disease Plan			
Section D - Regional Planning			
Continue Interoperability Emergency Communications Planning	1 & 2		
Section E - Information Requests			
Complete CI/KR			As Required
Complete Special Events			As Required
Section F - Esponder			
Review/ Update NIMS Equipment Resource List on Esponder	2		
Register Staff/ Responders on Esponder	N/A		DH & NH Completed

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VIII. OTHER GRANT OPPORTUNITIES/ REPORTING			
Section A - Other Grant Opportunities/ Reporting	Period Scheduled	Date Sent to Regional Office	Comments
Pre-Disaster Mitigation Grant Application			
Pre-Disaster Mitigation Grant Quarterly Report			
Flood Mitigation Assistance Grant Application			
Flood Mitigation Assistance Grant Quarterly Report	1 & 2		
Hazard Mitigation Grant Program (HMGP) Application			
Hazard Mitigation Grant Program (HMGP) Quarterly Report	1 & 2		
Hazardous Materials Emergency Planning (HMEP) Grant	2		
EPCRA Computer/ Hazmat Grant	2		
Homeland Security Exercise Application			
Homeland Security Exercise Quarterly Report			
IX. RADIOLOGICAL			
Section A - Radiological Emergency Preparedness (Selected Counties)	Period Scheduled	Date Sent to Regional Office	Comments
NOT APPLICABLE			