

**MINUTES OF THE ONEIDA COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE MEETING
January 11, 2017**

MEMBERS PRESENT: Chairperson Brian Gehrig, Duff Damos, Dan Hess, Terry Williams, Bruce Stefonek, Rob Deede, Ken Kortenhof and Dawn Robinson, Program Assistant.

MEMBERS NOT PRESENT: Tom Emond, Jason Goeldner, Dick Johns, Jim Jung and Rob Swearingen.

PRESENT: Sherri Congleton.

CALL TO ORDER

Chairperson Gehrig called the meeting of the Local Emergency Planning Committee to order in the Community Room at the Oneida County Law Enforcement Center at 1:02 p.m. Chairperson Gehrig noted the meeting notice had been properly posted and mailed in accordance with the Wisconsin Open Meeting Law.

APPROVE AGENDA/MINUTES OF PREVIOUS MEETING

MOTION: To approve the Agenda (Williams/Kortenhof, PASSED).

INTRODUCTIONS

Introductions were made.

OVERVIEW OF ONEIDA COUNTY LEPC COMMITTEE

The Emergency Management Director provided background information/an overview of the LEPC Committee including oversight and, the Director indicated the State requires specific agency/organization representation on the Committee.

APPROVE PREVIOUS MEETING MINUTE(S)

MOTION: To approve the June 8, 2016 LEPC Committee Meeting Minutes (Kortenhof/Hess, PASSED).

RESIGNATION/APPOINTMENT OF LEPC COMMITTEE MEMBER(S)

The Emergency Management Director informed the Committee the Regional Ambulance Manager, representing EMS on the Committee, had recently left the position and will need to be filled.

There was discussion of and suggestions for Committee candidates representing EMS (new person hired as the Regional Ambulance Manager, Nicolet College Fire & EMS Coordinator or the Rhinelander Fire Assistant Chief who oversees the City Ambulance Program).

ELECTION OF OFFICERS (CHAIRPERSON AND VICE CHAIRPERSON)

Both the Chairperson (Gehrig) and the Vice-Chairperson (Goeldner) are a two-year position.

Kortenhof nominated Gehrig as Chairperson/Second by Hess. There was discussion regarding nomination and motion procedures. Hess withdrew his second motion.

MOTION: To cast a unanimous ballot for Brian Gehrig as the LEPC Chairperson and close nominations (Williams/Hess, PASSED).

Kortenhof nominated Goeldner as Vice-Chairperson.

MOTION: To cast a unanimous ballot for Jason Goeldner as the LEPC Vice-Chairperson and close nominations (Williams/Hess, PASSED).

HAZMAT TEAM REPORT

The Emergency Management Director provided Team information (number of members, support staff, technicians, support and trained drivers).

The Director informed the Committee there were three HazMat incidents since last meeting; Diesel Fuel Spill (Oneida County), Liquid Asphalt Incident (Vilas County) and an Ammonia Leak (Langlade County). The Director provided information on the incidents.

The Director cited five trainings that were scheduled since the last LEPC meeting.

HAZMAT MEMBER STATUS

Appointment of HazMat Chief:

MOTION: To reappointed Jason Goeldner as the HazMat Chief for a two-year term (Kortenhof/Gehrig, PASSED).

The Emergency Management Director explained next year the Committee will need to appoint the Assistant HazMat Chief.

New Members:

There are three new Rhinelander Fire members; Boos (Operations Trained), Smiley (Operations Trained) and Feaker (Technician Trained).

The Rhinelander Fire Chief informed the Committee, Northcentral Technical College (NTC) has a HazMat Technician Program coming out consisting of online classes that will allow members to take at their fire station while on duty with a practical skills training requiring members to travel to NTC. The Chief addressed the training with Nicolet Area Technical College/Goeldner and informed the Committee, the Assistant Fire Chief will notify the Chief if there are training issues or concerns. The Chief explained expenses associated with backfilling a position when members are attending a two-week Technician Training and mentioned, Boos and Smiley are scheduled in February to take the NTC HazMat Technician Class.

Since the LEPC Committee meets twice per year, the Emergency Management Director asked the Chief if there were any issues or concerns if the Committee would place Feaker on the HazMat Team as a probationary member (with Boos and Smiley) prior to

his scheduled HazMat Interview at the end of this month. The Chief has no issues or concerns placing Feaker on the Team as a probationary member before his interview.

MOTION: To place Justin Feaker, Andrea Boos and Jacob Smiley on the HazMat Team as probationary members (Kortenhof/Hess, PASSED).

Probationary Members:

None. The Emergency Management Director explained probationary members are reviewed every six-months.

Probationary Completion:

None.

ITEMS FOR AND REPORT FROM EMERGENCY MANAGEMENT

HazMat Incident Billing Policy and Procedure:

No changes. The Emergency Management Director recommended continuing with the current billing policy and procedure.

MOTION: To approve the HazMat Incident Billing Policy and Procedure (Kortenhof/Williams, PASSED).

LEPC Compliance Inspector:

The Director contacted the State and the State is willing to be the compliance inspector.

MOTION: To appoint the State as the LEPC Compliance Inspector (Kortenhof/Hess, PASSED).

LEPC Bylaws:

Some LEPC Members have selected alternates to attend meetings in their absence. Page 2 pertains to LEPC Member Alternates. Currently, only members have a voting right. The proposed change would allow alternates a voting right.

MOTION: To accept changes to the LEPC Bylaws as indicated in red as presented by Kortenhof (Hess/Williams, PASSED).

State and County HazMat Team Contracts:

The current contract expires at the end of June 2017. It was mentioned the next contract may be a two-year contract. The Rhinelander Fire Chief mentioned there may be changes in the partnership with Wausau Fire.

2017 Computer-Equipment HazMat Grant:

The Emergency Management Director stated the County has HazMat contracts with Vilas, Lincoln, Forest and Langlade Counties and explained purchase of equipment for our Team with some equipment placed in each contracted county for response.

Hazard Mitigation Plan Update:

The County received FEMA Approval on the Oneida County Hazard Mitigation Plan and the Rhinelander Fire Chief stated the City of Rhinelander adopted the updated plan.

2017 Computer-Equipment HazMat Grant:

Grant was discussed above.

Wisconsin Association of Hazardous Materials Responders (WAHMR) Conference:

The WAHMR Conference is scheduled for February 16th and 17th, 2017 in Stevens Point. The HazMat Chief is attending the conference and attendance is open to other Team members.

REVIEW/APPROVAL OF BILLING FOR SPILLS

The Emergency Management Director provided copies of bills for the three incidents and explained when there is a response and a bill is generated, the LEPC Chairperson is notified and the responsible party is billed for the incident.

PUBLIC COMMENTS

None.

OTHER ITEMS FOR DISCUSSION ONLY

The Rhinelander Fire Chief referred to a logging truck accident on Highway 8 and stated the Oneida Co. Highway Crew did a great job! The Highway Commissioner addressed closing the road with a fatality, scheduling a staff meeting with the WI Department of Transportation to assess what went well and what could be improved and, received good feedback. The Chief reiterated the crew did a great job!

The Emergency Management Director mentioned there are resources available if drivers need assistance with what they see on scene.

Deede (Public Health Alternate) addressed State requirement for Public Health department entering into a cold zone for a non-hazardous situation and inquired if Public Health staff should receive hazardous chemical training. The Chief Deputy informed the Committee there is a new Methamphetamine Grant for 2017 requiring a Drug Enforcement Agency Group to clean the scene and explained by the time the Public Health Department is notified of an incident, the scene is clean and safe. The Rhinelander Fire Chief mentioned the Assistant Fire Chief/Assistant HazMat Chief could provide Public Health Staff with an Awareness Class geared to Public Health and stated Public Health Staff would never go into a hazardous situation. Deede referred to his conversation with the Department of Justice. The Chief Deputy mentioned a Detective Sgt. could provide an Awareness Training as well.

ITEMS FOR NEXT AGENDA

Develop agenda at the Emergency Management Director's discretion.

SET DATE FOR NEXT MEETING

The next meeting was scheduled for June 14, 2017 at 1:00 p.m.

ADJOURN

1:41 p.m. MOTION: To adjourn the meeting (Williams/Kortenhof, PASSED).

Brian Gehrig
Chairperson

Dawn Robinson
Program Assistant

Jason Goeldner
Vice-Chairperson