

**MINUTES OF THE ONEIDA COUNTY  
LOCAL EMERGENCY PLANNING COMMITTEE MEETING  
JANUARY 14, 2009**

**MEMBERS PRESENT:** Chairperson Brian Gehrig, Clarence Puza, Tom Emond, Nick Scholtes, John Sweeney, Dan Kuzlik, Ken Kortenhof and Dawn Robinson, Program Assistant.

**MEMBERS NOT PRESENT:** Rhinelander Daily News Representative, Linda Conlon, Jeff Miller (Wisconsin Public Service), John Sager, Andy Gee, Terry Williams and Dick Johns.

**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 1:10 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 (Kortenhof/Kuzik, PASSED).

MOTION: To approve the Minutes of the June 18, 2008 Committee Meeting (Puza/Scholtes, PASSED).

**INTRODUCTIONS**

Not needed for today's attendance.

**RESIGNATION/APPOINTMENT OF LEPC COMMITTEE MEMBER**

Committee requires a media representative. New Radio Group was asked if they would be interested but due to conflict of interest, turn down representation. WJFW-Channel 12 will be asked.

LEPC Chairman and Vice-Chairman positions are up for election, two-year terms. The Committee chose to vote by nominations with a roll call vote verses conducting paper ballots.

MOTION: Nominate Brian Gehrig for LEPC Chairman (Kortenhof/Sweeney, roll call vote: Kortenhof 'aye', Puza 'aye', Kuzik 'aye', Sweeney 'aye', Emond 'aye', Scholtes 'aye' and Gehrig 'aye', PASSED).

MOTION: Nominate Clarence Puza for Vice-Chairman (Kortenhof/Kuzik, roll call vote: Kortenhof 'aye', Puza 'aye', Kuzik 'aye', Sweeney 'aye', Emond 'aye', Scholtes 'aye' and Gehrig 'aye', PASSED).

**DISCUSS/ACT ON HAZMAT MEMBERSHIP APPLICATION**

*John Weigel – Mid Probationary Period:*

Employed by the Rhinelander Fire Department, Technician trained, no concerns.

*Greg Plautz – Mid Probationary Period:*

Employed by the Rhinelander Fire Department, Technician trained, required to obtain HazMat physical.

The Committee agreed to make a final motion once Weigel and Plautz have completed their probationary period.

**HAZMAT TEAM REPORT**

The HazMat Chief provided Team Report, Exhibit #1. There was discussion regarding the State reimbursing Defensive Driving Class expenses. A Defensive Driving Class is required to drive the HazMat 1 Command Post. It was suggested to require everyone who drives the Small Command Post to take the Defensive Driving Class. Reference was made to Risk Management and county insurance.

**ITEMS FOR AND REPORT FROM EMERGENCY MANAGEMENT**

*HazMat Incident Billing Policy & Procedure:*

No recommended changes at this time, until the State revises billing policy/procedure. The Emergency Management Director provided copies of the 'HazMat Incident Billing Procedures', Exhibit #2.

There was discussion regarding the State revising Chapter 166 pertaining to HazMat billing policy/procedure into Chapter 323. The Emergency Management Director attended a meeting at the WAHMR Conference (Wisconsin Association of Hazardous Materials Responders) regarding standardizing a billing/fee schedule for County HazMat Teams. Standardizing a billing/fee schedule was not accepted but numerous surrounding counties are utilizing Oneida County HazMat Team's billing/fee schedule. The Director indicated fee schedule information is collected every few years.

At this time, all HazMat bills have been collected.

*LEPC Compliance Inspector:*

Chairman needs to appoint a Compliance Inspector due to end of term. The Director recommends appointing Puza as the Inspector.

Chairman Gehrig appointed Puza as the LEPC Compliance Inspector, no vote required.

*LEPC Bylaws:*

The Director provided copies of the Rules of Operation for the 'Oneida County Local Emergency Planning Committee', Exhibit #3, and mentioned there were minor changes.

*2009 County HazMat Team Contracts:*

Oneida County contracts with Lincoln, Langlade, Forest and Vilas Counties, with each county purchasing \$5,000.00 of equipment.

*2009 Computer-HazMat Equipment Grant:*

Oneida County is requesting SCBA (Self Contained Breathing Apparatus) Equipment from each contracted county, each unit costs \$5,000 each. Oneida will purchase one

SCBA and \$5,000.00 worth of HazMat pagers to be narrowband compliant. Public Health purchased pagers for the county's HazMat Team through a grant.

*Oneida County All-Hazard Mitigation Plan Update:*

In 2005, the LEPC Committee created a sub-committee to assist with plan development and the plan is required to be updated by year 2010. There was discussion regarding establishing a new sub-committee due to numerous members no longer being available. The sub-committee will consist of Chairman Gehrig, the Emergency Management Director and five additional members selected by the Director. The first meeting is scheduled for February 24, 2009 at 2:00 p.m.

MOTION: To develop a sub-committee consisting of the LEPC Chairman, Emergency Management Director and five additional members to update the Oneida County All-Hazard Mitigation Plan (Kortenhof/Kuzik, PASSED).

*Vulnerability Assessment:*

Assessment is covered under the All-Hazard Mitigation Plan update and does not need to be completed separately. Vulnerability Assessment can be removed from the agenda. Committee agreed.

**ITEMS FOR AND REPORT FROM CORPORATION COUNSEL**

None.

**REVIEW/APPROVAL OF BILLING FOR SPILLS**

No outstanding bills.

**PUBLIC COMMENTS**

None.

**OTHER ITEMS FOR DISCUSSION ONLY**

Debris management was discussed.

**ITEMS FOR NEXT AGENDA**

All Hazards Mitigation Plan update and planning/reporting facility information.

**SET DATE FOR NEXT MEETING**

The next meeting was scheduled for June 10, 2009 at 1:00 p.m.

**ADJOURN**

**1:35 p.m.** MOTION: To adjourn the meeting (Scholtes/Kuzik, PASSED).

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Brian Gehrig  
Chairperson

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Dawn Robinson  
Program Assistant