Meeting Minutes of the
Local Emergency Planning Committee (LEPC)
Tuesday, March 23, 2013
County Safety Building – South Meeting Room
Minutes

Members Present: John Peeters, Jeff Kraft, Shelley Hersil, Dave Savone, Robert Pound, William Bialecki, Nathan Walrath, Ken Neff, and Mike Ratkovich

Others: Lora Hainy

1. **Call Meeting to Order/Introductions**
   Kraft called the meeting to order at 10:00 a.m.
2. **Approve Minutes of Previous Meeting**
   M/S Bialecki/Peeters motion to approve the minutes of the previous meeting as printed. Motion carried all ayes.
3. **LEPC Membership Reviewed (Due to retirements)**
   LEPC membership was reviewed. Kraft will check with Corporation Counsel to see if new appointments to the committee need to go to county board for approval, Membership changes chairperson (formerly Brian Sladek) and community emergency manager (formerly Bod Odegard). Kraft will check to see if position titles versus names would be appropriate for future membership approval as well as each position having the ability to appoint a designee. Hainy expressed an interest in having an American Red Cross member appointed to the LEPC.
4. **Facilities Update**
   There are 37 Tier 2 facilities and 9 Offsite facilities. Northern Wire, Frontier, and American Tower are additions to the Offsite facilities. A site visit was completed by Kraft at Frontier and Walmart.
5. **WHOPRS Training Update and Issues**
   Components are not working in WHOPRS. Rewrites to the software are currently being done to correct problems. Pound shared that fire departments are not able to access plans in the system.
6. **EPCRA Countywide/Strategic Plan update review/approval**
   Kraft shared changes to the strategic plan that was previously sent out to members. One change in wording was recommended by Pound on page f-3-8 – companies name is now Trans Canadian Pipeline. M/S Peeters/Neff to approve the Lincoln County Emergency Management County Wide Plan/Strategic Plan 2013. All ayes. Kraft will send copies of the final plan to members. Trans Canadian Pipeline will provide a presentation next year for Lincoln County Emergency Responders.
7. **2013 Computer and Haz-Mat equipment Grant Application review/approval**
   Haz-Mat Grant is due April 1st. Kraft sent a copy of the grant to members via email prior to the meeting. Savone recommended additional Haz-Mat equipment is needed for Merrill Fire Department. Kraft will send out a list of equipment that can be ordered to Peeters and Savone. Other grant equipment will be targeted for Oneida Hazmat Team. M/S Bialecki /Peeters to approve Hazmat Grant application with additions from the fire departments. All ayes.
8. **Local Haz-Mat Issues**
   No new incidents. Kraft has provided dispatch with a form to fill out when Haz-Mat incidents occur.
9. **Haz-Mat Training and Update**
   Merrill Police Department is in need of awareness level Haz-Mat training. Emergency Response Guidebook is a good resource for first responders. Contact Kraft for copies. NTC Merrill will host a E-Sponder training April 8,9,

10. County Dispatch is using E-Sponder. Pound shared that WISER is another resource that will assist in assessing symptoms. Hainy shared that there are two new apps, tornado and first aid, that can be downloaded for free from the American Red Cross.

10. **Next Meeting Date**
    June 4th – 10:00 a.m.
11. **Adjourn**

Minutes prepared by Shelley Hersil