

## Jackson County Local Emergency Planning Committee

### July 23, 2015 Meeting Minutes

Meeting was called to order at 0920 by Vice-Chair Schmidt.

Motion by Mark Moan and second by Roger Turner to approve previous meeting minutes.  
Motion carried.

**Members present:** Steve Schreiber, Dan Henderson, Gaylord Olson II, Mark Moan, Terry Schmidt, Karla Wood, Christine Hovell, Roger Turner, Nick Flugaur, and Kristina Page.

**Members absent,** Chris Danou, Peggy Holmgreen, Doug Blasse, & Darren Vase.

**Membership Update:** Ben Hein is no longer with the American Red Cross. Pat LaBarbera will be added as the PIO with Sergeant Evan Mazur as an alternate. Mary Nelson will be retiring August 3. Membership list with contact information was passed around and updated. Nick Flugaur made a motion to accept all updates on the Membership List. Christine Hovell seconded the motion. Motion carried.

**Bylaws Update:** Kristina Page proposed that the sentence, “The Jackson County Emergency Management Coordinator will be the designee unless another designee is otherwise named”, be added to the position of Coordinator of Information and Community Emergency Coordinator positions in the LEPC bylaws. She stated that these duties are covered in her position description and there she could not find that these positions had been designated. Terry Schmidt made the motion to update the Bylaws with the proposed changes. Christine Hovell seconded the motion. Motion carried.

**Election of Officers:** The positions of Chair, Vice-Chair and Secretary are up for election. Terry Schmidt nominated Steve Schreiber for Chair and Christine Hovell seconded the nomination. Gaylord Olson made a motion that the current officers, Steve Schreiber as Chair, Terry Schmidt as Vice-Chair and Mary Nelson as Secretary, be re-elected to their current positions. Mark Moan seconded that motion. It was discussed if Mary’s position could be named as the Secretary or if we had to elect the actual person. Gaylord Olson made a motion to amend the original motion to table the election of Secretary to the next meeting in January. Christine seconded the amendment. Motion carried. Steve Schreiber was reelected as Chair and Terry Schmidt was reelected as Vice-Chair. The Secretary’s position will be elected in January.

**Review of Off-Site Plans:** Kristina Page handed out the off-site plans for Century Link and West Central Inc. Warehouse. Nick Flugaur questioned if the wording of the Hazmat Teams as Level A or B was still correct since the state realigned the Hazmat Team. Kristina Page stated that she believed that the Level A and B are still correct but would need to check with WEM to make sure. Steve Schreiber stated that he has toured the facility and there are large lead batteries in the basement for back power. He stated that the facility is considered a critical infrastructure because the number of 911 trunks that come through the facility. Kristina Page stated the EHS in the facility is sulfuric acid from the battery backups. Kristina Page made the motion to approve

the Century Link plan with the correction to the Hazmat Teams if needed. Nick Flugaur seconded the motion. Motion carried.

The West Central Inc. Warehouse facility was reviewed. Steve Schreiber stated that the facility was a warehouse that dealt with agricultural chemicals. Kristina Page stated that the manager of the facility stated that some of the EHS's that were reported on the Tier II submission were no longer in the warehouse. She said that one was a special order that was on the premises for only a day. Steve Schreiber stated that the facility works by ordering in agricultural chemicals from the manufacture and distributing the chemicals to agricultural stores or chemical applicators. He also stated that the EHS's are kept in one building and is contained in walled area to try to lessen the impact of a possible spill. Christine Hovell made a motion to accept the West Central Inc Warehouse plan with the correction to the Hazmat Teams if needed. Gaylord Olson seconded the motion. Motion carried.

**Committee reports:**

Emergency Management – Kristina Page said that all the off-sites plans have been updated and will be submitted this week.

ARES/RACES – Roger Turner stated that they will be getting a new repeater through a grant. The repeater is a \$2000 repeater that they are able to purchase for \$500

Environmental – Terry Schmidt, Zoning – Terry Schmidt stated that they had 93 vehicles come through for the chemical round up in June. He stated that they will be adding a sharps container at the recycling building in the hopes that needles will start being turned in. Terry stated that the sharps container will be in a place where people could turn in any needles anonymously.

Environmental – Gaylord Olson, Land Conservation – Nothing to report.

Coroner – Karla Wood reported that they have received the morgue coolers but it needs to be assembled. She stated that Black River Memorial Hospital has volunteered their maintenance people to assemble the coolers at no cost to the County.

Hospital – Dan Henderson – Black River Memorial Hospital – Dan Henderson stated that hospital has transitioned to a new medical records system and it seems to be working well.

Public Health: Christine Hovell stated that the County is working on updating the Large Assembly Ordinance. She stated that Public Health had hosted a Safety camp and that they had 30 kids registered but 60 showed up. Christine stated that the DHHS building will be getting a generator. The generator will be the courthouse's old generator and the courthouse will be getting a new generator with the new addition. Christine stated that they have water testing kits and radon testing kits available at Public Health.

Ho-Chunk: Nick Flugaur advised that the All-Hazard Mitigation Plan was updated and the updated was accepted.

Haz-Mat Report – Steve Schreiber stated that he had a call from the Historical Society and that they had found mercury in a dental display. Steve stated that he had packed up the mercury for the Historical Society but does not know where they finally took it to be disposed.

Next meeting will be January 28, 2016 at 0915.

Motion made by Terry Schmidt and seconded to by Roger to adjourn. Motion carried and meeting adjourned at 9:55 am.

Kristina Page  
Coordinator of Information