



MANITOWOC COUNTY

LOCAL EMERGENCY PLANNING COMMITTEE

Meeting Notice

DATE: Wednesday, March 18th, 2020
TIME: 9:00 a.m.
PLACE: Communications and Technology Building
Room 111/112
1024 South 9th Street
Manitowoc, Wis.

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

- 1) Call to Order
- 2) Roll Call
- 3) Approve Minutes of September 10th, 2019, Committee Meeting
- 4) Public Comment
- 5) Election of Chair and Vice Chair
- 6) Report on Facility Plans from First Half of 2020
- 7) Update on Hazmat Responses
- 8) Update on Emergency Management Office Operations
- 9) Adjournment

Date: March 8th, 2020

Gary Shavlik, Chairperson
Prepared by: Travis Waack
Director, Emergency Services

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.



MANITOWOC COUNTY

LOCAL EMERGENCY PLANNING COMMITTEE

Meeting Notice



DATE: Wednesday, March 18th, 2020
TIME: 9:00 a.m.
PLACE: Communications and Technology Building
Room 111/112
1024 South 9th Street
Manitowoc, Wis.

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

- 1) Call to Order
- 2) Roll Call
- 3) Approve Minutes of September 10th, 2019, Committee Meeting
- 4) Public Comment
- 5) Election of Chair and Vice Chair
- 6) Report on Facility Plans from First Half of 2020
- 7) Update on Hazmat Responses
- 8) Update on Emergency Management Office Operations
- 9) Adjournment

Date: March 8th, 2020
Meeting Cancelled: March 16, 2020

Gary Shavlik, Chairperson
Prepared by: Travis Waack
Director, Emergency Services

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.



MANITOWOC COUNTY

LOCAL EMERGENCY PLANNING COMMITTEE

Meeting Notice

DATE: Wednesday, July 1st, 2020

TIME: 9:00 a.m.

PLACE: Zoom Video Conference

Members of the public may attend the meeting on Zoom at the following link or by dialing in:
URL: <https://zoom.us/j/93996628243?pwd=UWhuMWNJdkEwaGl3dEZFTFFlOUFUQTog>
Dial: +1 646 558 8656 or +1 301 715 8592 or +1 312 626 6799 or +1 669 900 9128
or +1 253 215 8782 or +1 346 248 7799
Webinar ID: 939 9662 8243
Password: 692630

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

- 1) Call to Order
- 2) Roll Call
- 3) Approve Minutes of September 10th, 2019, Committee Meeting
- 4) Election of Chair and Vice Chair
- 5) Review By-Laws
- 6) Update on Hazmat Responses
- 7) Update on Emergency Management Office Operations
- 8) Adjournment

Date: June 22nd, 2020

Gary Shavlik, Chairperson
Prepared by: Travis Waack
Director, Emergency Services

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

LOCAL EMERGENCY PLANNING COMMITTEE

Communications & Technology Building

1024 S. 9th St., Manitowoc, WI

July 1, 2020

Attendance: Gary Shavlik, Jerry Wendt, Debbie Holschbach, Karl Puestow, Jamie Aulik, Travis Waack, James Falkowski, Robert Mayer, Dave Funkhouser, Kayla Beckerdite, Bob Wegner, Amy John, Todd Bergman

Call to Order: The meeting was called to order by Chairman Shavlik at 9:06 am.

Minutes of September 10, 2019 Committee Meeting: Ms. Holschbach motioned to approve the minutes, seconded by Mr. Aulik. The minutes were approved unanimously.

Election of Chair and Vice Chair: Gary Shavlik was nominated as Chair by Ms. Holschbach and seconded by Mr. Aulik. Chairman Shavlik called for additional nominations three times. Ms. Holschbach made a motion for a unanimous ballot, seconded by Mr. Aulik. The ballot was passed unanimously.

Karl Puestow was nominated as Vice Chair by Mr. Aulik and seconded by Mr. Falkowski. Chairman Shavlik called for additional nominations three times. Mr. Aulik made a motion for unanimous ballot, second by Ms. Holschbach. The ballot was passed unanimously.

Review By-Laws: Mr. Waack advised that the By-Laws need to be reviewed annually as required by EPCRA grant. Raised for review by Gary, reviewed by committee. No changes were recommended by committee.

Update on Hazmat Responses: Mr. Waack advised that there have been no HazMat responses since last meeting. In April, Tim Herzog was consulted by the Valders Fire Department for a call to a well-pumping station. A citizen mixed two chemicals in a pail and formed a gas. The pail was moved outside for disbursement, and no response was necessary.

Update on Emergency Management Operations: Mr. Waack advised that the previous Program Specialist, Amanda Fox resigned in October, and Kayla Beckerdite began in February as Program Manager. The Manitowoc County COVID-19 response is ongoing- 98 positives confirmed as of today. Compared to other places, Manitowoc County is in great shape. Some concern due to fact that cases have doubled since end of first week of June. Hospital capacity is great, no surge or capacity limitations, Emergency Services is in support role, and the Health Department is lead role. Emergency Services has supported response by releasing daily situation reports, filling Public Information Officer (PIO) function by providing updates to Seehafer news and the Valders Journal. Mr. Waack advised that the Emergency Services Department is managing personal protective equipment (PPE) for county. PPE is being provided through federal and state purchase programs. Supply-wise, Manitowoc County is in a better place now than beginning of pandemic.

Mr. Waack also advised that in early spring, Manitowoc County planned for potential flooding. Emergency Services held planning and coordination meetings with water-rescue prepared fire departments to develop swift water rescues plans if needed. Plans were not activated as there was no need. Mr. Waack advised that the Manitowoc County five year Hazard Mitigation Plan was adopted by county board in January. The five-year plan has been pushed out to all cities and villages in Manitowoc County for adoption. Only cities and villages need to adopt the plan separately, towns are included in County's adoption.

Mr. Waack advised that an MOU was signed with Seehafer Broadcasting to ramp up public notification capabilities. Point Beach Nuclear Plant is purchasing and installing generators for studio and WOMT transmitter site, to be funded separate from county nuclear budget. This ensures that AM/FM broadcasts will remain on the air during power outages for information sharing. A two way radio is being installed at Seehafer Broadcasting to ensure communications with studio from Manitowoc County Dispatch Center.

Mr. Waack also advised that the county developed a mass care sheltering trailer prior to pandemic. All supplies have been purchased and just need to be organized and moved to trailer. Lots of the supplies for the trailer was donated by the Red Cross. Trailer development does not change that the Red Cross is still the primary sheltering resources for Manitowoc County, but will be available to fill any gaps that may arise by Red Cross responses elsewhere. Having a County shelter trailer allows the Health Department and the Human Services Department to have supplies immediately.

Adjournment: Mr. Aulik moved to adjourn, seconded by Ms. Holschbach. The meeting was adjourned at 9:28 am.



MANITOWOC COUNTY

LOCAL EMERGENCY PLANNING COMMITTEE

Meeting Notice

DATE: Wednesday, September 23rd, 2020
TIME: 9:00 a.m.
PLACE: Manitowoc County Office Complex
Room 300
4319 Expo Drive
Manitowoc, Wis.

Per Governor Ever's Emergency Order #1, Face Coverings Will Be Required and Social Distancing Will Be Exercised.

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

- 1) Call to Order
- 2) Roll Call
- 3) Approve Minutes of July 2020 Committee Meeting
- 4) Public Comment
- 5) Vote to Designate the State of Wisconsin as the 2021 Compliance Officer
- 6) Vote to Approve the 2020 Facility Plan Updates and New Plans
- 7) Update on Hazmat Responses
- 8) Update on Emergency Management Office Operations
- 9) Adjournment

Date: September 14th, 2020

Gary Shavlik, Vice-Chairperson
Prepared by: Travis Waack
Director, Emergency Services

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

LOCAL EMERGENCY PLANNING COMMITTEE

Manitowoc County Office Complex, Room 300

4319 Expo Drive, Manitowoc, WI

September 23, 2020

Call to Order: The meeting was called to order by Chairman Shavlik at 9:00 am.

Roll Call: Gary Shavlik, Dave Funkhouser, Travis Waack, Kayla Beckerdite, Debbie Holschbach, Jamie Aulik, Jessica Backus, Jerry Wendt, Karl Puestow, Bob Wegner, Amy John, Paul Tittl, Todd Bergmann, Eric Isselmann, and James Falkowski

Minutes of July 1, 2020 Committee Meeting: Mr. Funkhouser motioned to approve the minutes, seconded by Ms. Holschbach. The minutes were approved unanimously.

Public Comment: Chairman Shavlik opened for public comment, no public was present. Public comment was closed at 9:02 am.

Vote to Designate the State of Wisconsin as the 2021 Compliance Officer: Mr. Waack explained that this was a routine vote and that the Manitowoc County LEPC traditionally designates the State of Wisconsin as the compliance officer. This is because they have the staff and expertise to serve as compliance officer full time and are better able to work with facilities not in compliance. Mr. Tittl motioned to designate the State of Wisconsin as the 2021 Compliance Officer, seconded by Ms. Holschbach. The motion was approved unanimously.

Vote to Approve the 2020 Facility Plan Updates and New Plans: The new and updated facility plans were sent out via email by Mr. Waack. Mr. Waack explained that Manitowoc County contracts SJA Consulting to create/update all facility plans. Once these plans are approved, they are given to local fire departments as a first step for HazMat incident responses. These plans are also available to the public through the Emergency Planning and Community Right-to-Know Act. Each year approximately 10% of the total number of plans for Manitowoc County are updated, in addition to the creation of any new and necessary plans. New plans are created when businesses acquire a threshold of hazardous materials that meet a planning quantity. Mr. Puestow motioned to approve all 13 of the 2020 Facility Plans and Updates, seconded by Mr. Tittl. The motion carried unanimously.

Update on Hazmat Responses: No HazMat responses have occurred since last meeting, however the HazMat Team will begin training again this evening after taking a break due to COVID-19. The team will complete make-up trainings for any missed from spring due to COVID-19. These trainings will be at the Two Rivers and Valders Fire Departments to ensure ample space for social distancing. Tim Herzog provided list of needed hazmat equipment to Manitowoc County Emergency Management for purchase through the 2020 WI Computer and HazMat grant. All requested equipment has been purchased and Manitowoc County will close out the grant soon. Reimbursement for the Computer and HazMat Grant will begin in January.

Update on Emergency Management Operations: Manitowoc County has received it's allotment of the 2020 Emergency Response Guidebooks (ERGs). These books provide some clarity as to chemicals in tanks/trucks as well as provide some initial response actions depending on the chemicals contained. This books is also available for download as a smart phone app. The Emergency Services Department is in the process of closing out all of the FY2020 grants- EMPG, EPCRA, and Computer and HazMat.

COVID-19 is still occupying a lot of the department's time- at the last LEPC meeting in early July, Manitowoc County had 98 positive cases, as of yesterday the county had 910 positive cases. To date there have been three COVID-19 fatalities in Manitowoc County. An additional concern with COVID-19 is hospital capacity- hospitalization numbers are now rapidly increasing. Hospitalizations are reported by region, and in the NE Region there were 66 COVID-19 patients and 20 COVID-19 patients in ICU as of yesterday. This is nearly double the numbers reported a week ago. As of yesterday's NE Region report there were only 35 ICU beds available.

The newest focus of the Emergency Management Department is COVID-19 vaccine planning. Emergency Management will take the lead on planning for mass vaccination locations and is working with the Health Department to order in all of the necessary supplies for these clinics now. Supplies for 20,000 vaccines have been ordered to date. This will continue to be a priority for the Emergency Management Department for the next six months.

Adjournment: Mr. Puestow moved to adjourn, seconded by Mr. Funkhouser. The meeting was adjourned at 9:28 am.