



MANITOWOC COUNTY

LOCAL EMERGENCY PLANNING COMMITTEE

Meeting Notice

DATE: Wednesday, March 23rd, 2022
TIME: 9:00 a.m.
PLACE: Manitowoc County Office Complex
Room 300
4319 Expo Drive
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 22nd, 2021, Committee Meeting
- 4) Review By-Laws
- 5) Update on Hazmat Responses
- 6) Update on Emergency Management Office Operations
- 7) Adjournment

Date: March 16th, 2022

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

Manitowoc County Office Complex

4319 Expo Drive, Manitowoc

March 23rd, 2022

Call to Order: The meeting was called to order by Chairman Shavlik at 9:01 am.

Roll Call: Jamie Aulik, Todd Bergmann, Deb Holschbach, Stephanie Lambert, Gary Shavlik, Bob Wenger, James Falkowski, Chad Bennin, Paul Tittle, Jerry Wendt, and Travis Waack.

Approve Minutes of September 2021 Committee Meeting: Ms. Holschbach motioned to approve the minutes from the last meeting, Mr. Falkowski seconded. The minutes were approved unanimously.

Review By-Laws: The members present reviewed the LEPC by-laws. No changes were proposed.

Update on Hazmat Responses: Mr. Waack provided an update on the two HazMat response that occurred since last September. The Appleton Fire Department Hazmat Team responded to a call at Northern Labs on 01/13 to perform metering and consultation. The Appleton Fire Department Hazmat Team also responded to call at the Two Rivers Police Department on 02/09 to test an unknown substance and provide consultation. The substance was found not to be hazardous.

Update on Emergency Management Operations: Mr. Waack provided an update on emergency management operations. A full-scale hazmat exercise is scheduled for the morning of May 26th at MPU. Committee members are invited to attend as observers.

MABAS cards are being updated to include specific resources requested by the Appleton Fire Department Hazmat Team when they respond into Manitowoc County.

An all hazards EOC Exercise is scheduled for August 10th and will include participants from County Departments who don't traditionally participate in nuclear plant exercises.

The Emergency Services Department continues to collaborate with United Way in building a Community Organizations Active in Disaster (COAD) group. This group helps bring together non-profits, churches, social groups, businesses, etc. to address unmet community needs during a disaster. Meetings this year are focusing on educational topics to help build momentum.

The new Mobile Command Post was included in the 2022 budget utilizing ARPA money. The Command Post will be a state-of-the-art vehicle providing incident command and communications capabilities custom built by LDV in Burlington. Expected delivery is at the end of the calendar year 2022 pending supply chain issues.

The Emergency Services Department continues to collaborate with fire and police departments to provide ARPA money for emergency radios via a 50/50 match with municipalities. Several departments have approved requests and others are working on their proposals.

Two big projects are planned using nuclear plant preparedness funds in 2022. The first is a technology upgrade for the EOC to include modern video conferencing capabilities. The second is a generator for the Expo to power heating systems in the Merchant Building so it can be used as an emergency shelter during potential long-term power outages in winter. The generator project may be delayed by supply chain issues.

Adjournment: Mr. Aulik moved to adjourn, seconded by Ms. Holschbach. The meeting was adjourned at 9:35 am



MANITOWOC COUNTY

LOCAL EMERGENCY PLANNING COMMITTEE

Meeting Notice

DATE: Wednesday, September 14th, 2022
TIME: 9:00 a.m.
PLACE: Communications & Technology Building
1024 S 9th St, Manitowoc, WI 54220
Room 111/112

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 March 2022 Committee Meeting
- 4) Public Comment
- 5) Vote to Designate the State of Wisconsin as the 2023 Compliance Officer
- 6) Vote to Approve the 2022 Facility Plan Updates
- 7) Update on Hazmat Responses
- 8) Update on Emergency Management Office Operations
- 9) Adjournment

Date: August 30th, 2022

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

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LOCAL EMERGENCY PLANNING COMMITTEE

Manitowoc County Office Complex

4319 Expo Drive, Manitowoc

September 14th, 2022

Call to Order: The meeting was called to order by Chairman Shavlik at 9:02 am.

Roll Call: Gary Shavlik, Paul Tittle, Bob Wenger, Stephanie Lambert, Jamie Aulik, Deb Holschbach, James Falkowski, and Travis Waack.

Approve Minutes of March 2022 Committee Meeting: Mr. Falkowski moved to approve the minutes from the last meeting, Ms. Holschbach seconded. The minutes were approved unanimously.

Public Comment: No public was present.

Vote to Designate the State of Wisconsin as 2023 Compliance Officer: Ms. Holschbach moved to approve the State as the 2023 Compliance Officer, Mr. Aulik seconded. The motion was approved unanimously.

Vote to Approve 2022 Facility Plan Updates: Mr. Waack presented that there were two new plans and 12 plan updates. Mr. Aulik moved to approve the new plans and updates, Ms. Holschbach seconded. The plans were approved unanimously.

Update on Hazmat Responses: Mr. Waack provided an update on the two HazMat responses since the last LEPC meeting. In May Tenneco had a two-day response for incorrect mixture of chemicals. Appleton HazMat responded and stabilized the mixture to fix the issue. The next day an employee unknowingly opened a door in the facility roof and dropped water into the previously stabilized mixture. This reactivated the mixture. Appleton HazMat responded again and re-stabilized the mixture. In August the Manitowoc County Sheriff's Office and Lakeshore Humane Society responded to an animal hoarding situation in Kiel. Appleton HazMat responded to monitor the situation.

Update on Emergency Management Operations: Mr. Waack provided an update on emergency management operations. A full-scale hazmat exercise was held in May with Appleton HazMat, MPD, MTFD, and Manitowoc Wastewater Treatment Facility. It was a very successful exercise that simulated a chlorine gas release. Some issues were identified with communications, but a similar exercise will be repeated annually to work on identified issues.

There was also an EOC exercise in August that involved County departments not typically involved with the bi-annual Point beach Nuclear Plant exercises. This exercise was very beneficial for the County and made all departments stop and think about how they would react in an actual disaster response in the County. A follow-up meeting to update the County debris management plan occurred as a direct result of this exercise. Corporation Counsel is also reviewing the County's Volunteer Management plan as an additional outcome of EOC exercise.

The County is in the process of ordering a rapid tag system for use on disaster responses. This system will allow users to scan driver's licenses or issued emergency personnel badges for easy check in/check out on responses.

The County Mobile Command Post is currently in production and is still on track for delivery in December. The Emergency Services Department, Finance Department, and Sheriff's Office will be taking a trip to see the build process sometime in November.

The technology reboot is still planned for the County EOC. At this time, the contractor is waiting for one piece of equipment to be delivered and then will begin the refresh process.

The planned generator installation project for the Manitowoc County Expo has been postponed due to a significant increase in cost and continuing supply-chain issues. This project will be revisited in the future.

The re-demonstrated Medical Services drill occurred on 9/13 at Holy Family Memorial. This was a requirement from the 2021 evaluated Point Beach Nuclear Plant exercise. Issues occurred during the original exercise between FEMA evaluators and State of WI controllers that resulted in a need for re-demonstration.

Lastly, two trainings currently being planned to be offered by the Emergency Services Department- a Damage Assessment training will be held for the Manitowoc County ARES/RACES club members to expand the ability of the Emergency Services Department to conduct Damage Assessment following a disaster. A Sheltering training is also being held for the Manitowoc County Health Department and the Human Services Department to better increase County readiness for disaster response.

Adjournment: Mr. Tittle moved to adjourn, seconded by Mr. Aulik. The meeting was adjourned at 9:41 am.