

LOCAL EMERGENCY PLANNING COMMITTEE

Manitowoc County C&T Building

1024 S 9th St, Manitowoc

October 2nd, 2024

Call to Order: The meeting was called to order by Chairman Shavlik at 10:01 am.

Roll Call: Todd Bergmann, Debbie Holschbach, Joseph Jeanty, Dave Murack, Gary Shavlik, Paul Tittl, James Falkowski, Rhonda Green and Brenden Riley.

Approve Minutes of March 7th, 2024 Committee Meeting: Ms. Holschbach made the motion to approve the minutes from the last meeting, Mr. James Falkowski seconded the motion. The minutes were approved unanimously.

Public Comment: No public comment.

Review By-Laws: By-Laws were reviewed. A motion to approve was made by Ms. Holschbach, and seconded by Todd Bergmann and approved unanimously.

Designation of 2025 Compliance Officer: A vote to keep the State of Wisconsin as the 2025 Compliance Officer as unanimous. Motion to approve by Ms. Holschbach, and second motion was made by Mr. Jeanty.

Vote to Approve 2024 Facility Plan Updates: Consultant Sam Al Saadi completed and submitted the 2024 Facility Plan and updates. A motion to approve was made by Mr. Falkowski, and a second motion was made by Mr. Murack.

Election of Chair: A clerical error on the agenda was corrected from "Election of Vice Chair" to Election of Chair. A motion to keep re-appoint Gary Shavlik was made by Ms. Holschbach, and a second was made by Dave Murack. The motion to move was made by Mr. Tittl, and Ms. Green.

Update on HazMat Response: Ms. Green reported that only one HazMat response was reported. A charter vessel in Lake Michigan caught on fire, Appleton HazMat Response Team was called to the scene. Mrs. Green also stated that Manitowoc County has contracted with Sheboygan County to provide HazMat services in addition to additional support with the Reception Center drills and exercises. Sheboygan County was offered the same contract as Appleton.

Mrs. Green shared that nothing has changed from the 2023 to the 2024 Commodity Flow Study.

Mrs. Green provided the following department updates:

Deputy Director Brenden Riley has turned in his notice of resignation. His position was posted last week and closed on September 27th. Interviews for his position start October 4th, 2024.

Joint Dispatch updates: Fully staffed, last three in training, 2 on maternity leave, one retiring in 2025.

Command Post is in Green Bay for service and won't be available for the scheduled tour today. Deployment of the command post included:

- Elijah Vue search and rescue and recovery.
- National Night Out in Two Rivers
- County Fair
- Warrant Work in July and upgrades in September
- WEMA Conference
- LTC in November (Lake Shore Technical College)

The CHREG Grant was approved for \$7,524.29. Appleton HazMat will be utilizing this for upgraded equipment. The 2025 grant will be split between Appleton and Sheboygan.

The Reception Center Drill will be held on October 10, 2024 from 6:00-8:00 PM. Food will be delivered at 5:00 PM for those in attendance. The LEPC was invited to attend. An Incidental Quorum Notice was provided by Ms. Backus.

Upcoming Exercises:

- 2024, October 10 – Reception Center off-year drill, non-FEMA
- 2025, January 15 – Table Top Tornado Exercise in EOC
- 2025, May 5 – Reception Center Pre-Drill from 6:00-9:00 PM (prep for full-scale)
- 2025, June 9th – Reception Center Exercise with FEMA

Future meetings will be scheduled on the 2nd Wednesday at 9:00 AM with the exception of the March Meeting. The Governor's Conference was scheduled that week Monday - Wednesday. The meeting was moved to Thursday, March 13, 2025.

Wednesday, September 10th, 2025 is the second meeting scheduled.

Adjournment: Ms. Holschbach moved to adjourn, seconded by Mr. Tittl. The meeting was adjourned at 10:45 a.m.

Next Meeting: Thursday, March 13, 2025 at 9:00 AM.