

**OFFICIAL
LOCAL EMERGENCY PLANNING COMMITTEE MINUTES
12/01/2011**

The St. Croix County (SCC) Local Emergency Planning Committee (LEPC) meeting was called to order by Chair Roger Larson at 1:00 P.M. and held at the SCC Government Center, Community Room in Hudson.

Roll Call by Janet Smith, a quorum was met

Present: Roger Larson (County Board), Kristen Sailer(SCC-EM), Ed Thurman (SCC-PH), Janet Smith (SCC-ESS), MaryEllen Bol (Phillips Plastics), Mike Koscinski (Union Pacific Railroad), Terry Andersen (SCC-EC), Jan Nelson (Woodville), Daryl Standafer (County Board), Chuck Mehls (New Richmond EM), David Ostness (Community Group), Jeff Klatt (Sheriff's Dept), Jill Ellestad (Phillips Plastics), Jon Aubart (River Falls PD), Tim Ramberg(SCC-HWY), Margret Ontl(Star-ObsERVER).

Also Present: Ruth Talford, Bob Olson, Eric Nikolai (American Red Cross) and Duana Bremer (Salvation Army)

Absent: Doug Briggs(excused), Casey Swetlik(excused), Hendryk Sowa(excused), Fred Horne, James Stauffer, Jim Vanderwyst, Joe Hurtgen, Karen Meyer, Robert Shearer, Steve Hermsen, Matt Melby

Minutes of 09/08/11 meeting were approved on a Nelson/Standafer motion. Motion carried unanimously.

Next Meeting – Wednesday, March 7, 2012 1:00 P.M. at the Government Center, Community Room

MEMBERSHIP REVIEW & APPROVAL: Smith reported our membership count is now 28 broken down into the required groups; 9)Local Officials, 15)Law, Fire, EMS, Transportation, Local Environmental, Health Services, Emergency Management, 1)Media, 1)Community and 2)Owner/Operators subject to EPCRA. Rich Haider resigned effective October 4, 2011. Doug Briggs has expressed interest in resigning due to expanding duties. The membership committee and Briggs will attempt to find an alternate Law Enforcement member.

Sailer introduced Bob Olson (New Richmond), Ruth Talford (Readiness Coordinator), Eric Nikolai (Hudson Volunteer) from American Red Cross and Duana Bremer (Director; Grace Place and Serenity Place) from the Salvation Army. Each briefly described their roles within their organization. Talford is currently serving the Northern Minnesota region as Readiness Coordinator. She is the primary contact for plans, drills, MOU's and shelter agreements. Her district includes Polk and St. Croix Counties along with the twin city area. Eric Nikolai is a member of the St. Croix Red Cross in Bayport. With the reorganization of Red Cross, he has been working as a liaison between regional and our area. Nikolai has worked with Sailer on a few projects and has participated in a few exercises in St. Croix County. Bob Olson from NR has been with the St. Croix Chapter since 2000 as disaster assessment team member. Olson has worked during our region's disasters in aiding the Red Cross. Duana Bremer, from Salvation Army supervises the shelter facilities in Burnett, Polk and St. Croix Counties. Also, oversees disaster services in those three counties. Sailer explained during a time of a chemical spill or HAZMAT incident these individuals and their organizations would be included in the primary response.

The membership committee recommends approval of Ruth Talford, Eric Nikolai, Bob Olson and Duana Bremer as members of the LEPC. Motion by Ostness/Mehls recommending approval to the St. Croix County LEPC of Talford, Nikolai, Olson and Bremer to the County Board Chair. Motion carried unanimously

SUB-COMMITTEE APPOINTMENTS: Sailer would like to add a new member to the Planning Sub-committee of Mary Ellen Bol. Bol has fire/EMS and would be good addition to the Planning Sub-committee. Chair Larson appoints MaryEllen Bol to the planning committee. The planning committee members are Sailer, Aubart(Chair), Ellestad, Ostness and Bol the membership committee members are Swetlik, Klatt and Smith. Sailer asked if there are any members who would like to be added or removed from any subcommittee. No changes at this time.

COUNTY WIDE ALL HAZARDS MITIGATION PLAN UPDATE: Sailer introduced Chris Straight from the West Central Wisconsin Regional Planning Commission (WCWRPC). St. Croix County has been awarded a grant from FEMA to update our existing All Hazard Mitigation plan. The last plan was adopted by full county board in December of 2007. The plan is required to be updated every five years. We have contracted with WCWPRC to help update the plan. The LEPC will act as the oversight/steering committee for the plan as it has in the past. This will be considered our first meeting of the Mitigation Plan steering committee.

Straight distributed to the members an outline of the Natural Hazards Mitigation Plan Update, Plan Update timeline along with information used to create the current plan and a brochure which will be distributed to key shareholders in the county. This plan will cover St. Croix County as well as unincorporated towns. City and Villages must adopt the plan in order to be included in the plan. Straight also distributed a sign in sheet for members of this committee to record the time spent and approximate hourly rate which will count toward the county grant match.

The committee reviewed what has been done in the past and what information we need to accomplish the update of the plan. A survey will be sent out to members to rate what the hazards should be addressed in the update and prioritizing the needs. The plan is due to the state by July 20, 2012. Straight will send out letters to stakeholders such as Red Cross, Salvation Army, city, towns, fire departments, businesses, etc. Public input can be captured by Open houses, by attending municipality meetings, public hearings and other methods were discussed.

A new survey will be sent out to determine the hazards we feel are most important and to be included in the plan. Next meeting will be at the March 7, 2012 LEPC meeting.

COUNTY-WIDE STRATEGIC PLAN UPDATE: Sailer reminded everyone they had been sent a copy of the plan. An updated plan is due to the state on March 31, 2012. If anyone has concerns, comments or modifications contact her. She will be working on the plan update and submitting to this committee for approval at the March 7, 2012 meeting.

RECOMMENDATION FROM PLANNING SUBCOMMITTEE TO APPROVE FACILITY PLANS: Aubart recommends approval of the two facility plans which were reviewed by the subcommittee; O'Reilly Auto Parts-Hudson and Hudson Wastewater Plant-Hudson. Sailer walked committee through the overview handouts. Motion by Klatt/Standifer to approve the two off-site facility Plans. Motion Carried.

SCHOOL DOOR NUMBERING SYSTEM-CHUCK MEHLS: Mehls brought forth to the committee his concern regarding schools in St. Croix County which do not have visible door numbering on the outside and inside of all doors. Discussion ensued. Chuck will contact Mark Samelstad as Chair of the local police Chief's next meeting to bring forward to them.

HAZMAT TRAINING GRANTS: Smith reported last year we held a total of 22 grant funded HAZMAT courses. This year we have processed 33 grant applications. Three of these courses have been held.

COMMITTEE AND PUBLIC COMMENTS: Ostness asked Andersen to explain the Alert Registration that Emergency Support Services has on its website. Andersen explained the City Watch, mass notification system in combination with the Bullberry mapping software. These two systems work in unison to notify residents within a selected area of weather hazards, public safety, evacuations, etc. AT&T annually provides an update to our database with current land line numbers. 9-1-1 uploads the information into our mapping system. The land line numbers are then attached to a land point on our mapping system. With so many households and residents not having landlines there has not been a way to capture contact information for these residents. On the Emergency Support Services website we have setup a registration system which enables residents to register alternate phone numbers and e-mail addresses. The information will be uploaded and matched to a landline point. As of today we have 50+ registrations. A press release was sent out to all St. Croix County newspapers.

Meeting was adjourned by Chairman Larson at 2:39 P.M.

Respectfully submitted,

Janet Smith, LEPC Secretary