

**PROCEEDINGS OF THE BROWN COUNTY  
LOCAL EMERGENCY PLANNING COMMITTEE – LEPC**

Pursuant to Section 19.84, Wis, Stats. A meeting of the **Brown County Local Emergency Planning Committee** was held on Tuesday, November 10, 2015 @13:30 p.m. at Brown County Emergency Management.

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PRESENT: Leon Engler, Steve Johnson, Michael Moore, Nick Cluppert, Jeremy Klingbeil, Russ Phillips, Dan Kane, Melissa Spielman

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1. CALL MEETING TO ORDER:

The meeting was called to order by Melissa Spielman at 13:36.

2. APPROVAL OF AGENDA:

**A MOTION WAS MADE by Steve Johnson TO APPROVE THE AGENDA, Nick Cluppert Seconded. Vote taken, MOTION CARRIED UNANIMOUSLY.**

3. APPROVAL OF MINUTES:

**A MOTION WAS MADE by Leon Engler TO APPROVE THE MINUTES, Michael Moore Seconded. Vote taken, MOTION CARRIED UNANIMOUSLY.**

4. LEPC ROUND TABLE:

- Steve Johnson discussed the Brown County Health Department’s role in ESF #6 (Mass Care & Human Services) as it relates to roles in emergency response. He has been heading up a discussion group to develop a plan for a Family Assistance Center during an emergency activation. Presently, all working documents for this plan development can be found on E-Sponder. Steve also discussed that the Health Department will be moving from its present location on S. Broadway, to the Sophie Beaumont building in downtown Green Bay.
- Nick Cluppert discussed the American Red Cross’s campaign for Home Fire Preparedness which includes partnering with county fire departments to install and/or replace smoke detectors in residences. The residences included single family, multi family, and rental properties. Nick would like to get 1000 detectors installed in Brown County. Nick also mentioned that the Red Cross sites in Fond du Lac, Appleton, Waupaca, Sheboygan, and Manitowoc will be closing, but the Green Bay site will remain open. All services will remain the same.
- Russ Phillips discussed an opportunity for a tabletop exercise for SuperValue. Melissa will contact Russ to assist with questions and planning.
- Jeremy Klingbeil discussed NEW Water partnering with the Brown County Sherriff’s Department for Active Shooter Awareness Training to be held in the future.
- Michael Moore reported that the #2 boiler at Georgia Pacific is on-line as the coal-fire boiler is down. They are also working on developing a Waste Water Plan.
- Leon Engler discussed the Coats for Kids campaign with the Salvation Army. As of November 10<sup>th</sup>, they had 3157 coats collected.
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5. COMMITTEE REPORTS:
  - A. PUBLIC INFORMATION AND EDUCATION (PIE) COMMITTEE
    - The Chair position remains open at this time. Melissa had sent a description of the position duties to LEPC members.
  - B. EXECUTIVE COMMITTEE
    - Nothing reporting.
  - C. PLANNING COMMITTEE
    - Review of the State changes in WHOPRS. The power points will be forwarded to the LEPC membership.
  
6. OTHER REPORTS:
  - A. ARES/RACES UPDATE
    - Nothing reporting.
  - B. RECENT SPILLS
    - Melissa reported the following spills in Brown County from 9/17/15 – 11/10/15 included paint, hydraulic fluid, diesel fuel, and mercury.
  - C. PUBLIC/PRIVATE PARTNERSHIP
    - Nothing reporting.
  - D. EM REPORT
    - Melissa Spielman reported that the EM Coordinator position was filled on October 1, 2015. Justin Steinbrinck has filled the role.
    - BCEM observed a full scale exercise in Kewaunee Co that involved a hostile event at the Point Beach Nuclear Plant.
    - BCEM also attended a tabletop exercise with the Green Bay VA Clinic.
    - Melissa discussed a new County communications option called NEW Eye that can be used for emergency preparedness and response messaging. NEW Eye will be a public access channel found on Time Warner Cable in participating municipalities.
    - BCEM will also be partnering with the Health Department to roll out a Do-1-Thing campaign for businesses. This will be part of a county-wide certification process and the goal of the program is to help make businesses disaster ready.
    - Melissa discussed a State funding opportunity through the HMEP grant. More information will be forwarded to the LEPC membership for review.
    - Melissa also reminded members that the National Weather Service was putting on a public presentation on Winter Weather Awareness.
    - There was also discussion regarding the meeting time to change from 1:30pm, to 2:30pm.
  
7. PUBLIC COMMENT
  - None

8. SUCH OTHER MATTERS AS AUTHORIZED BY LAW

9. ADJOURN

**A MOTION WAS MADE BY Jeremy Klingbeil TO ADJOURN AT 15:06 P.M. Leon Engler seconded. Vote taken, MOTION CARRIED UNANIMOUSLY.**

Respectfully submitted,

Melissa Spielman  
EM Director