



MARINETTE COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE

Nathan Pennington
Chairperson

Dan Nyman
Vice-Chairperson

AGENDA
Marinette County
LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)

Monday, April 24, 2017 at 3:00 pm.
Marinette County Law Enforcement Center, Training Room A106A
2161 University Drive, Marinette

1. Call meeting to order.
2. Approve/amend agenda items.
3. Approve/amend minutes of January 23, 2016
4. Public comment period. (Speakers will be limited to 5 minutes)
5. Emergency Management Report
 - Planning Facility Off-Site HazMat Response Plans. Information only
 - Statewide EPCRA Advisory Committee. Information only
 - o LEPC Sub-Committee
 - o Training for LEPC's
 - 2017 Computer/Hazmat Equipment Grant. Information only.
6. Discuss/consider appointment of Lt. Jason Ducane as the Member representing Marinette County Sheriff's Office, replacing Lt. Jim Albright. (Att. A) Action if any.
7. Discuss/consider appointment of Rich Seils as the Member representing Marinette County Fire Association, replacing Wade Fronsee. (Att. B) Action if any.
8. Discuss/consider appointment of Kevin Solway as the Alternate Member representing Marinette County Emergency Medical Services Association, previously held by Char Staffeldt. (Att. C) Action if any.
9. Discuss/consider creating a Membership Sub-Committee. Action if any.
10. Updates from Committee members regarding training, equipment, processes or membership. Action if any.
11. Identify future items to be placed on the agenda.
12. Set next meeting date. (July 24, 2017)
13. Adjournment

A MAJORITY OF THE MEMBERS OF THE COUNTY BOARD OF SUPERVISORS, OR OF ANY OF ITS COMMITTEES, MAY BE PRESENT AT THIS MEETING TO LISTEN AND OBSERVE. IF A MAJORITY OF ANY SUCH BODY IS PRESENT, THOSE PRESENT WHO ARE NOT MEMBERS OF THE LEPC WILL NOT DISCUSS OR ACT ON ANY COUNTY BUSINESS. AGENDA ITEMS MAY NOT BE CONSIDERED AND ACTED UPON IN THE ORDER LISTED

Cc: LEPC Committee Members

If you are an individual who needs a special accommodation while attending this meeting as required by the "Americans With Disabilities Act", please notify County Clerk Kathy Brandt, Marinette County Courthouse (715-732-7406) at least 24 hours prior to the meeting in order to make suitable arrangements. Thank you. (TDD 715-732-7760)



MARINETTE COUNTY

LOCAL EMERGENCY PLANNING COMMITTEE

Nathan Pennington
Chairperson

Dan Nyman
Vice-Chairperson

MINUTES

Marinette County

LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)

Monday, January 23, 2017 at 3:00 pm.

- Members Present: Steve Anderson, BPM, Inc.
Mark Anderson, Marinette County Board
Eric Burmeister, Marinette County Emergency Mgt.
Phil Everhart, Citizen
Ron Gerbyshak, Farmer's Rep.
Asst. Chief Jay Heckel, Marinette FD/Hazmat Team
Jeff Lautenslager, WI DNR
Jim Lawatsch, Waupaca Foundry
Officer Matt Lutze, Marinette PD (Alt)
Dan Nyman, Waupaca Foundry (Alt)
Raymond Palonen, Marinette County Highway Dept.
Nathan Pennington, Marinette County EMS Association
Mary Rosner, Marinette County Health & Human Services
Ted Sauve, Citizen Rep.
Karen Stacy, Kimberly-Clark Corp (Alt)
Scott Stacy, Tyco Safety Products – Ansul
- Members Excused: Lt. Jim Albright, Marinette County Sheriff Dept.
Mike Kitt, Citizen
Sgt. Joe Nault, Marinette PD
Rep. John Nygren, 89th Assembly Dist. (Assoc.)
Rep. Jeff Mursau, 36th Assembly Dist. (Assoc.)
Don Schmidt, United Cooperative
- Members Absent: Darin Bellile, WI Public Service
Dennis Greil, KS Kolbenschmidt US, Inc. (Alt)
Wendy Kabacinski, Marinette Marine Corp. (Alt)
Nicole Swanson, Bay Area Medical Center
- Others Present: Kathy Frank, LEPC Secretary
Katie Kleinke, RN-BSN Student
Char Staffeldt, Bay Area Medical Center

1. **Call meeting to order.**
Chair Pennington called the meeting to order at 3:00 pm. Quorum present.
2. **Approve/amend agenda items.**
Motion (Everhart/S.Anderson) to approve the agenda as presented. Motion carried.
3. **Approve/amend minutes of July 25, 2016**
Motion (Sauve/S.Stacy) to approve the minutes of July 25, 2016 as presented.
Motion carried.
4. **Public comment period. (Speakers will be limited to 5 minutes)**
None
5. **Correspondence, action if any.**
January 13, 2017 email, Marinette County EMS Association re: Char Staffeldt membership (Att.A)
Motion (Gerbyshak/Heckel) to accept resignation of Char Staffeldt as Alternate Member representing Marinette County Emergency Medical Services Association.
Motion carried.
6. **Emergency Management Report; information only**
 - County-Wide HazMat Strategic Plan: Annual update underway; State moving toward a risk management module.
 - HazMat Trainings: HazMat Tech Refresher grant award was received
 - Planning Facility Off-Site HazMat Response Plans: Kimberly-Clark, Inc., and Waupaca Foundry, Inc. have been updated. Marinette Civic Center review underway.
 - Statewide EPCRA Advisory Committee: Eric was made Chair. Reviewing how the Computer/HazMat Grant is managed. Changes to Tier II reporting coming January 1, 2018.
 - WHOPRS upgrades/testing: A new version being rolled out in June this year.
 - 2017 Computer/Hazmat Equipment Grant: Grant has not been released yet. Is moving into EGrants.
7. **Discuss/consider appointment of Char Staffeldt as the Member representing Bay Area Medical Center, replacing Nicole Swanson. Action if any**
Motion (M. Anderson/Heckel) to recommend approval to the County Administrator of LEPC membership for Char Staffeldt as the Member representing Bay Area Medical Center, replacing Nicole Swanson. (Attachment B)
Motion carried.

- 8. Review/discuss LEPC Standard Operating Procedures (SOP), which includes Rules of Operations and By-Laws. Action if any**
Motion (S.Anderson/Heckel) to approve the LEPC Standard Operating Procedures (SOP), which includes Rules of Operations and By-Laws dated January 23, 2017 as presented. (Attachment C)
Motion carried.
- 9. Updates from Committee members regarding training, equipment, processes or membership. Action if any.**

 - Discussion on forming a Membership Sub-Committee
- 10. Identify future items to be placed on the agenda.**
Training on function/responsibilities of the LEPC
Membership Sub-Committee
- 11. Set next meeting date.**
Monday, April 24, 2017 at 3:00 pm
- 12. Adjournment**
Motion (Everhart/S. Stacy) to adjourn at 3:44pm. Motion carried.

Kathy Frank
EM Program Assistant/LEPC Secretary

Date approve/corrected:



OFFICE OF
MARINETTE COUNTY SHERIFF



Jerome T. Sauve, Sheriff
James M. Hansen, Chief Deputy

January 25, 2017

Local Emergency Planning Committee
Marinette County Emergency Management
2161 University Drive
Marinette, WI 54143

Dear Eric Burmeister:

Please consider my request to appoint Lieutenant Jason Ducane as a member of the Marinette County Local Emergency Planning Committee. I make this recommendation due to the upcoming retirement of Lt. James Albright.

Sincerely,

Jerry Sauve, Sheriff
Marinette County

Lieutenant Jason Ducane

I began my law enforcement career on January 1st 1998 as a patrolman with the Crivitz Police Department. I was then hired as a Deputy Sheriff for the Marinette County Sheriff's Office in February of 1999 where I served as a patrol deputy until being promoted to patrol Sergeant in the spring of 2003. I served 10 years as a night shift patrol Sergeant which included additional assignments as a firearms instructor, public safety diver, and team leader of the Sheriff's Special Response Team. After two years as a day shift patrol Sergeant I was promoted to the rank of Lieutenant where in addition to my management duties I have continued in my leadership roles on the Sheriff's Dive Team, and Special Response Team.

jducane@marinettecounty.com

715-732-7602

MARINETTE COUNTY FIRE ASSOCIATION

President
Assistant Chief Richard Seils Jr.

Vice President
Chief Rudi Jensen

February 5, 2017

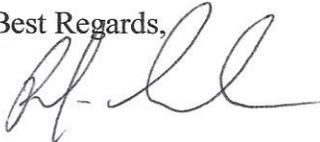
Marinette County Emergency Management
Eric Burmeister - Director
2161 University Drive
Marinette, WI 54143-3889

Subject: Local Emergency Planning Committee (LEPC)

Mr.: Burmeister:

Please put me on the committee as the representative for the Marinette County Fire Association as I am now the president of the association replacing former president Wade Fronsee. If you have any questions, I can be reached at 715-587-2003

Best Regards,



Rich Seils
President
Marinette County Fire Association

N1868 County Rd BB
Marinette WI 54143

Currently have been a member of the Town of Peshtigo FD joining in June of 1991 and holding several positions in the department including secretary / Treasurer, Lieutenant, Captain and currently hold the position of Assistant Chief since being appointed in April of 2010. I have been active with the Marinette County fire association for several years holding position of Secretary / Treasurer since September of 2007 when I was elected at that time. I currently am president of the association which I was elected in September of 2016

From: [Nathan Pennington](#)
To: [Kathy Frank](#)
Subject: MCEMSA nomination
Date: Monday, April 10, 2017 8:23:20 AM

To whom it may concern:

This letter is to nominate Kevin Solway as the back-up member for LEPC representing the Marinette County EMS Association. Kevin has an extensive background proving that he is more than qualified for this position.

Kevin is an active member of the Twin Bridge Rescue Squad, MCEMSA secretary, former paramedic and sheriffs deputy and is now the HIM manager for Marinette County.

Thank you again for considering Kevin.

Nathan Pennington, CCT-
Paramedic
bayareamedic@msn.com
BAMC / ERS
MCEMSA
PRESIDENT
Marinette County LEPC
Chairman (920) 737-7470

I began my career in EMS service with the Marinette-Menominee Emergency Rescue Squad, Inc. in 1980 and have continued serving EMS in one aspect or another where I continue today as a member of Twin Bridge Rescue Squad, Inc. serving the Town of Stephenson. I have spent an additional 25 years in public safety service as a law enforcement officer for both the City of Marinette Police Department and the Marinette County Sheriff's Office. My public service continues as the current Director of Information Services for Marinette County, Wisconsin.

I also serve as a Town Supervisor for the Town of Stephenson, am a member of the Town of Stephenson Fire Department Water Rescue Unit, Marinette County Sheriff's Office Dive Team, Treasurer of both Twin Bridge Rescue Squad, Inc. and the Marinette County EMS Association and also at the MCEMSA representative to the 9-1-1 Operating Committee.

I believe my varied public safety experience combined with my dedication to public service make me a well-qualified candidate for this appointment and respectfully request your support.

Thank you,

Kevin Solway