

COUNTY OF POLK  
LOCAL EMERGENCY PLANNING COMMITTEE  
1005W. MAIN ST. SUITE 900  
BALSAM LAKE, WI 54810  
TELEPHONE: 715-485-9280  
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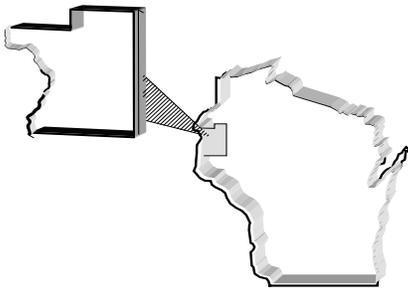
**THURSDAY, MARCH 27, 2014 - 3:30 P.M.  
MULTI-PURPOSE ROOM - POLK COUNTY JUSTICE CENTER  
BALSAM LAKE**

**AGENDA**

1. Call to Order
2. Approve Agenda
3. Review & Approve Minutes of January 23, 2014 Meeting
4. Public Comment
5. Present Off-Site Plan Updates for Review and Approval
6. Present Countywide EPCRA/Hazardous Materials Response Plan Update for Review And Approval
7. “NEW” Hazardous Materials Response System Information
8. EPCRA Computer Grant Submission
9. Report on Tabletop Exercise held in Clear Lake on February 27, 2014
10. Review Spill Reports
11. Update on Training
12. Next Meeting Date - May 22, 2014
13. Motion to Adjourn

Items appearing on the agenda not necessarily presented in the order listed.

This meeting is open to the public according to Wisconsin State Statute 19.83. Persons with disabilities wishing to attend and/or participate are asked to notify the “County Clerk’s office (715-485-9226) at least 24 hours in advance of the scheduled meeting time so all reasonable accommodations can be made.



POLK COUNTY SHERIFF'S OFFICE  
LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)  
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THURSDAY, MARCH 27, 2014 – 3:30 P.M.  
MULTI-PURPOSE ROOM – POLK COUNTY JUSTICE CENTER, BALSAM LAKE

**Members Present:** Dan Gullickson, Tony Weinzirl, Tim Strobusch, Gail Peterson and Kathy Poirier.

**Members Absent:** Mike LaPointe, Jobie Bainbridge, Brian Masters and Greg Marsten

Call to Order

Chair Dan Gullickson called the meeting to order at 3:33 p.m.

Approve Agenda

**Motion made by Tim Strobusch and seconded by Gail Peterson to approve the agenda as presented. Motion carried by voice vote.**

Approve Minutes

**Motion made by Tim Strobusch and seconded by Tony Weinzirl to approve the minutes of the January 23, 2014 meeting as presented. Motion carried by voice vote.**

Public Comment

None

Present Off-Site Plan Update for Review and Approval

The off-site Facility plan updates for AFP, Advanced Food Products, Foremost Farms USA, Lake Country Dairy, Polaris Industries and Wal-Mart Super Center #2421 were presented for review.

**Motion made by Gail Peterson and seconded by Tim Strobusch to approve the updated plans as presented. Motion carried by voice vote.**

Present Countywide EPCRA/Hazardous Materials Response Plan Update for Review and Approval

Kathy Poirier presented and reviewed the changes to the countywide plan. **Motion made by Gail Peterson and seconded by Tony Weinzirl to approve the 2014 Countywide EPCRA/Hazardous Materials Response Plan update as presented. Motion carried by voice vote.**

New Hazardous Materials Response System Information

Shared the Hazardous Materials Contract Information Sharing I&G Memo 03-01-14 and reviewed explained the new Team map.

EPCRA Computer Grant Submission

We are considering the possibility of applying for funding to help offset the cost the Iamresponding software which is a system that automatically sends a text message (which is generated when Dispatch pages the agency) to all numbers that have been loaded into the program. We are waiting for an answer from the State whether this qualifies or not.

#### Report on Tabletop Exercise held in Clear Lake on February 27, 2014

Kathy shared the After Action Report that she will be submitting as part of her Plan of Work for 2014 and Dan (evaluator) and Tim gave a report on the exercise. Some of the things we need to work on are a Communication Plan, ICS implementation and response protocols.

#### Review Spill Reports

No spill reports have been received since our last meeting in January.

#### Update on Training

The 40 hour Confined Space Technician level class at the St. Croix Falls Fire Dept was completed on February 15 with 15 students completing the course. Only 2 of the 4 HazMat Awareness Level classes that had been approved were held due to lack of enrollment. The classes scheduled on February 24 were held at the Justice Center in Balsam Lake at 9:00 am and at the Luck Fire Hall at 6:30 pm. A total of 49 people attended the classes. A HazMat Operations Level Refresher class has just been approved for the Amery Fire Department. The 8 hour class is scheduled for April 21 and May 19, 2014.

#### Next Meeting Date

Our next meeting is scheduled for Thursday, May 22, 2014. The meeting will be held at 3:30 p.m. in the Multi-Purpose Room of the Justice Center.

#### Adjourn

**Motion to adjourn made by Tim Strohbusch and seconded by Gail Peterson. Meeting adjourned.**