

Winnebago County
LOCAL EMERGENCY PLANNING COMMITTEE

Neenah-Menasha Fire Rescue
November 10, 2016

Members present: Mike Sipin, Greg Gibbons, John Ziemer, Beth Erdman, Linda Kollmann, Larry Smith, Keith Kiesow, Tracy Warren

Alternates present: Bernie Sorenson, Anna Carpenter

Also present: Sue Verwey, Carl Mohl

The LEPC meeting was called to order by Chairman Mike Sipin at 9:30 AM.

1. Roll call and approval of past minutes

Roll call was taken and a quorum was met.

MOTION to approve minutes from the May 5, 2016 meeting by Linda Kollmann; seconded by Greg Gibbons; all in favor; motion carried.

2. Public comments

None

3. Organizational Meeting

Nominations for Chairman - Linda Kollmann nominated Mike Sipin for the position of LEPC Chairman for another 2-year term ending November 2018. **MOTION** by Larry Smith to elect Mike Sipin as Chairman; seconded by John Ziemer; all in favor motion carried.

Nominations for Vice-Chairman - Linda Kollmann nominated Doug Gieryn for the position of LEPC Vice-Chairman for another 2-year term ending November 2018. **MOTION** by Mike Sipin to elect Doug Gieryn as Vice-Chairman; seconded by Linda Kollmann; all in favor; motion carried.

Nominations for Secretary - Linda Kollmann nominated Larry Smith for the position of LEPC Secretary for another 2-year term ending November 2018. **MOTION** by Mike Sipin to elect Larry Smith for position of Secretary; seconded by Greg Gibbons; all in favor; motion carried.

4. Designation of LEPC Compliance Inspector

MOTION to designate the Wisconsin Emergency Management Compliance Inspector as the Winnebago County LEPC compliance Inspector by Linda Kollmann; seconded by Larry Smith; all in favor; motion carried.

5. Update LEPC Bylaws

MOTION to approve the LEPC Bylaws with the adjustment of deleting the nominations subcommittee, deleting the cost recovery subcommittee and adding education to the outreach subcommittee by Larry Smith; seconded by Mike Sipin; all in favor; motion carried.

6. Annual Update of "Policy & Procedures for the Handling of Hazmat Response Claims"

MOTION to approve, without change, the WEM required yearly update of "Policy & Procedures for the Handling of Hazmat Response Claims" by Linda Kollmann; seconded by Larry Smith; all in favor; motion carried.

7. Subcommittee Reorganization Update

Linda K. discussed objectives and goals of the "Education and Outreach" subcommittee.

Both Bernie S. and Mike S. went over the planning involvement LEPC members would have that are part of the "Planning & Exercising" subcommittee.

Tracy Warren nominated Carl Mohl, Medxcel Facilities Management, as a possible new LEPC member. His name will go to the county board for approval in January 2017.

Mike S. asked for suggestions on future meeting sites.

MOTION to adjourn by Linda Kollmann; seconded by Greg Gibbons; all in favor; motion carried. Meeting adjourned at 10:20 AM.

The next LEPC meeting date will be May 4, 2017; location TBD.

Respectfully submitted by:
Sue Verwey