

Portage Emergency Planning Committee
Friday, August 12, 2016, 10:00 A.M
City Municipal Building, 115 West Pleasant Street
Conference Room One
Agenda

Members: Mayor Dodd, City Administrator Murphy, Police Chief Manthey, Administrative Lt. Klfake, Fire Dept. Capt. Hudgens, Fire Chief Simonson, Chairman, School Administrator Poches, City Attorney Spankowski, Railroad Train Master Eric Bauer, Dir. of Public Works/Utilities Mgr. Jahncke, Director of EMS/EP, Erdmann; and County Emergency Mgmt. Dir. Beghin

1. Approval of minutes from previous meeting
2. Old business
 - a. Hazmat Course updates
 - b. Active Shooter Joint Training
3. New business
 - a. Active shooter Exercise coming up.
4. Adjournment

The meeting location is handicap accessible. If you need reasonable accommodations due to a disability, please contact the City Clerk at 608-742-2176 no later than 48 hours prior to the meeting

PORTAGE EMERGENCY PLANNING COMMITTEE MEETING

Minutes for Friday, April 29, 2016

MEMBERS PRESENT: Fire Chief Simonson, Police Chief Manthey, Police Dept. Admin. Lt. Klafke, City Attorney Spankowski, County Emergency Mgmt. Kathy Johnson, Dir. Of Public Works/Utilities Jahncke, Mayor Dodd, and Railroad Train Master Bauer

MEMBERS EXCUSED: School Admin. Poches, Fire Captain Hudgens, City Administrator Murphy, and Director of EMS/EP Erdmann.

OTHERS PRESENT: Jonathan Stefonek, Portage Daily Register

Meeting was called to order at 10:00 a.m.

1. **APPROVAL OF MINUTES FROM LAST MEETING**

A motion was made by Police Chief Manthey and seconded by City Attorney Spankowski to approve the minutes from the February 12, 2016 meeting. Motion passed.

2. **OLD BUSINESS:**

Hazmat Course Updates: Kathy Johnson advised that they did not see any new courses being offered.

Active Shooter Joint Training: Admin Lt. Keith Klafke will put together a committee to include: Officer Rich Hoega, Fire Inspector Craig Ratz, EMT Cody Doucette, County Emergency Management Director Pat Beghin, School Administrator Poches or possibly Larry Messer. Looking to do this training this summer.

Severe Weather/Tornado Procedure – City Hall: New signs have been posted around City Hall advising procedures of what to do in case of an emergency. A weather radio was also purchased and is installed in the basement of City Hall next to the kitchen area.

3. **NEW BUSINESS:**

Wisconsin River Water Levels: Looks like the water level may go to 13'5".

Pandemic/Ebola Exercise: A training exercise has been scheduled at the Alliant Energy Center on May 18, 2016 from 8:00 a.m. to 4:00 p.m. Several people from this committee and others from the county are planning on attending this exercise.

4. **OTHER BUSINESS:**

Rescue Task Force Training: Jefferson County is hosting this training that is being held on May 10, 2016 from 12:30 – 2:30 p.m. or 6:30 p.m. to 8:30 p.m. There is no cost for this training. Anyone interested can contact Kathy Johnson.

Certified Hospital Emergency Coordinator Training: Wisconsin Healthcare Emergency Preparedness Program is sponsoring this training on June 1-3, 2016 at the Crowne Plaza in Madison. There is no cost for this training. Anyone interested can contact Kathy Johnson.

Pipeline Seminar: Chief Simonson advised the committee that he and Keith Klafke attended the last seminar that was held in Madison and that it was very informative. If anyone would like

said that he would be very interested in attending the next one.

Kathy Johnson provided the committee with an email from Motorola regarding the 2-way portable radios being discontinued for the XTL/XTS 1500, 2500, and 5000. Software upgrade availability to possibly end in 2017 with replacement parts ending in 2019.

5. **ADJOURNMENT**

A motion was made by Chief Manthey and seconded by Aaron Jahncke to adjourn the meeting at 10:12 a.m. Motion passed.

The next meeting is scheduled for Friday, July 29, 2016 at 10:00 a.m. in Conference Room #1.

Respectfully submitted,

Chris Essex
Recording Secretary

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Date Approved: _____