

Portage Emergency Planning Committee
Friday, April 29, 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
 - c. Severe Weather/Tornado procedure for City hall
3. New business
 - a. Water levels on Wisconsin River.
 - b. Pandemic/Ebola Exercise – Alliant Energy Center – May 18, 2016
4. Adjournment

PORTAGE EMERGENCY PLANNING COMMITTEE MEETING

Minutes for Friday, February 12, 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 Tierney, and Director of EMS/EP Erdmann.

MEMBERS EXCUSED: School Admin. Poches, Railroad Train Master Bauer, Fire Captain Hudgens, and City Administrator Murphy

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

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

A motion was made by Police Chief Manthey and seconded by Dir. Of Public Works Jahncke to approve the minutes from the October 30, 2016 meeting. Motion passed.

2. **OLD BUSINESS:**

Hazmat Course Updates: Chief Simonson is looking for some classes to possibly be held on weekends. There is a Hazmat Tech 80 course that begins February 16 and runs through April 2, 2016.

Mass Fatality Planning: Kathy Johnson advised that this has been completed.

3. **NEW BUSINESS:**

Wisconsin River Water Levels: Kathy Johnson advised that is river level is down now. There hasn't been any forecast given to them by the National Weather Service yet. She advised that back in December the river was 18.15", which is the highest it has ever been in December.

Active Shooter Joint Training: Keith Klafke advised that last month there was a joint training session held with the Police Officers, County Sheriff Deputies, Firefighters, and Divine Savior EMS at the old nursing home. Looking at setting up additional training in the evening for those that could not attend during the day; possibly to be held at the high school or the Portage Enterprise Center possibly during the summer. A planning committee will be set up to put this together.

Dane County Bomb Squad/54th Civil Support Team: Chief Manthey advised that his department had the Bomb Squad and Civil Support Team deployed here for a possible meth lab in a residence. They also found what was a suspicious looking IED device – which turned out not to be a bomb. He commended their response and professionalism during this incident.

Severe Weather/Tornado Procedure for City Hall: Chief Simonson advised that he has revised these procedures and will be posting them throughout City Hall so that anyone working, visiting, and conducting meetings here will know what to do in case an emergency arises.

4. **OTHER BUSINESS:**

Jon Erdmann advised that the Joint County Health Coalition will be conducting a seminar on Ebola on May 18, 2016 at the Alliant Energy Center. More information will be coming regarding this and will be given to this committee at the next meeting in April.

Chief Simonson advised the committee that he will be on medical leave from March 24 through May 1, 2016 and Keith Klafke will be his backup during any emergencies that may come up.

Kathy Johnson advised that a Pre-Disaster Mitigation FEMA Grant may be coming available possibly late spring.

5. **ADJOURNMENT**

A motion was made by Mayor Tierney and seconded by Chief Manthey to adjourn the meeting at 10:32 a.m. Motion passed.

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

Respectfully submitted,

Chris Essex
Recording Secretary

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