

LEPC Meeting Minutes February 17, 2016

The February 17, 2016 meeting of the Forest County Local Emergency Planning Committee was **called to order** at 1:30 p.m. by Vice-Chairman George Stamper. Ken Aubol asked to be excused for other scheduled appointments.

Members Present: Teresa Erler, George Stamper, Michael Childers, Bill Anderson, Amy Gatton, Jill Krueger, Mike Baker **Visitors Present:** Lisa Kalata, Tammy Queen, Jody Jensen, Janet Weber, Melinda Cheney, Brenna Funfar, Bill Lachey, and Richard Lassiter

Amy Gatton made a motion to approve **agenda**, seconded by Mike Childers. All aye, approved.

Amy Gatton made a motion to approve the **minutes** of the last LEPC meeting, seconded by Mike Childers. All aye, approved.

NEW BUSINESS:

Tier II reporting— Teresa shared a list of entities that have provided Tier II reporting via the WHOPRS system with the group. These are not required to be completed until the end of March so we may get more.

Regional EPCRA TT Exercise – April 12th – Wisconsin Emergency Management has moved to doing these regionally to support the overall EPCRA program. Forest County currently does not have any EHS reporting facilities.

Preparedness update – Jill Krueger shared with the group that there will also be a regional Ebola Table Top exercise in the Wausau area May 11th.

Annex Reviews – Amy Gatton gave a presentation to the group regarding the annexes that related to health and others in the room. She covered annexes E, F and H with the member and visitors present. Teresa Erler provided additional information to the group and answered any questions that came up.

Wisconsin Public Service Training – Teresa passed out information about free training that is available to the public and to first responders. It will also be attached to these minutes for the public's awareness.

Weather Spotter Training - The National Weather Service will be holding a Weather Spotter Training on April 21st at the Law Enforcement Center in Rhinelander. Residents from Vilas and Forest County are being invited to this FREE presentation. These trainings are also available on line. Teresa discussed possibly setting up an on-line training session at the Courthouse for anyone who is interested in attending - further info also attached to these minutes.

Blackwell Job Corp - Richard Lassiter and Bill Lachey were present from Blackwell JCC and wanted to make known their desire to work with the county. They are especially interested in assisting in any Search and Rescue incidents, distribution centers for mass care/vaccination. Anything really that requires helpers. Teresa will set up a meeting with them in the near future to discuss these possibilities.

Red Cross – A new representative from Red Cross was available – Brenna Funfar. Brenna just recently started with Red Cross and looks forward to working with us.

OLD BUSINESS:

Radio/Repeater Follow Up – Baycom did a site survey of all the repeaters being used for our Local Government paging frequency. They did not find any problems.

Suggestions for Appointments – Teresa will suggest the appointment of Jamie Bauknecht – Sokaogon Chippewa Preparedness Coordinator, to the County Board Chair for appointment to the LEPC.

The **next LEPC committee meeting** was tentatively scheduled for Wednesday, August 17, 2016 at 1:30 pm.

Mike Childers moved to **adjourn** the meeting at 2:50 p.m. George Stamper seconded. Adjourned.

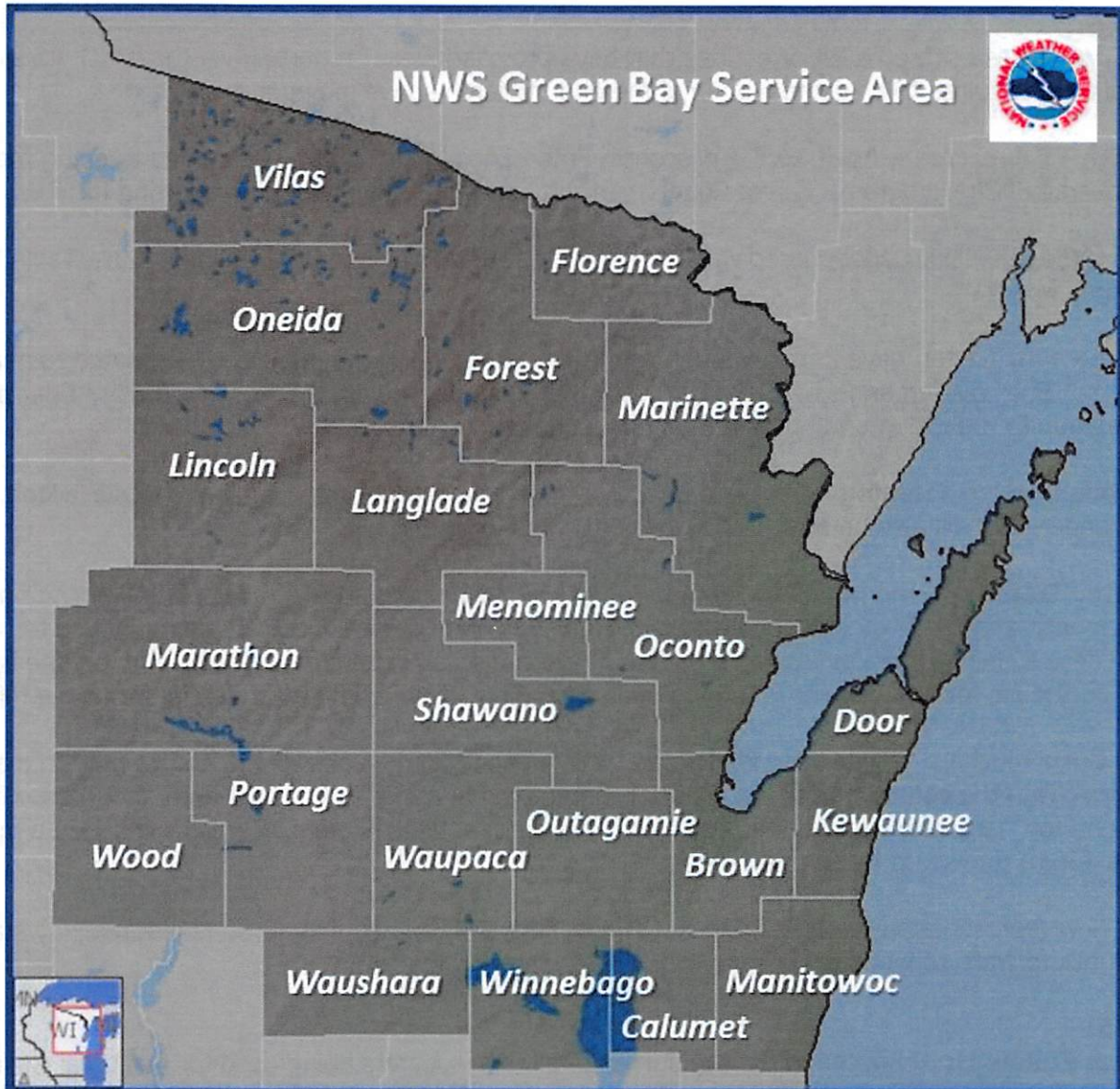
Submitted by Teresa Erler, Secretary

Spotter Training Webinars

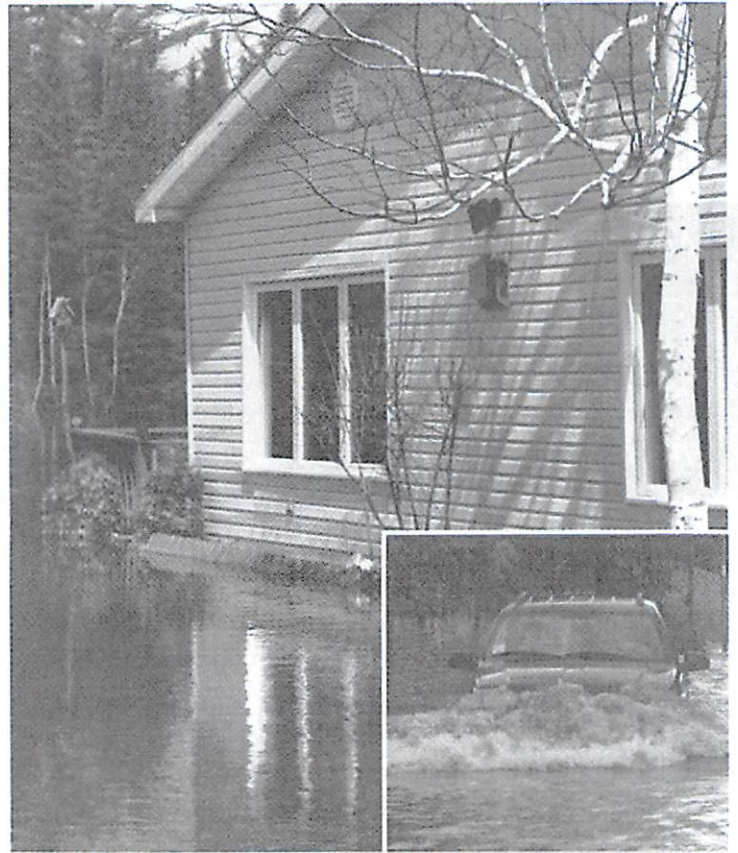
Web seminars ("webinars") are open to residents of northeast and central Wisconsin. The training is the same that is offered in-person.

You must have a PC, laptop or tablet that can view the **Join.me** application. Audio is supplied via phone. Additional information will be supplied after registration.

Register via email: nwsgrb.training@gmail.com Please include your name, city, and county that you reside in.



Responding To Flood Emergencies Involving Natural Gas And Electricity



Guidelines for First Responders

FOR MORE INFORMATION

For additional safety information or to inquire about safety training opportunities, please call WPS at **800-450-7260** and ask to speak to your local customer service manager.

PARA TRADUCCIONES

Le proporcionamos esta información como cliente. Si desea recibir una traducción, llame al **800-450-7260**.



BE AWARE OF NATURAL GAS AND ELECTRICAL HAZARDS

- Natural gas has a distinct, rotten egg-like odor. Should you smell this odor in a flooding situation notify WPS immediately.
- Always treat a downed wire as if it were live and contact WPS immediately.
- Do not enter substation or any other utility fenced in areas.

MAKE THE RIGHT CALL

Be sure to contact WPS or the local gas and electric company in any flooding situation.

WPS Electric Emergencies — 800-450-7240

WPS Gas Emergencies — 800-450-7280

QUICK REFERENCE GUIDE

Here is a list of items that you should use to guide you through emergency responses in flooded areas.

PUBLIC SAFETY

- ☐ Contact WPS immediately at 800-450-7299.
- ☐ Secure area and remove any occupants.
- ☐ Prevent access to flooded areas.
- ☐ Identify special needs households and offer assistance.
- ☐ Provide secured access for home owners.
- ☐ Identify any hazardous areas (i.e. downed power lines, gas odors, etc.).
- ☐ Do not allow occupants to return until conditions are safe.
- ☐ Notify WPS of the use of any portable generators you may encounter.

EMERGENCY RESPONDER SAFETY

- ☐ Avoid entering basements.
- ☐ Monitor rising waters and any smell of gas.
- ☐ Keep in contact with WPS.
- ☐ Do not shut off any service unless gas is leaking.
- ☐ Never assume a downed wire is dead.
- ☐ Do not enter substations or any utility fenced in areas.
- ☐ Be cautious of weakened basement structures (collapsing walls, windows, etc.) that may create a suction effect.
- ☐ Be aware of uneven ground and unseen obstacles underwater.
- ☐ Be aware of manhole covers removed by backpressure and suction into manholes as water recedes.

UTILITY SHUT-OFF PROCEDURES

- ☐ Assist WPS in gas meter shut-offs.
- ☐ Track any gas shut-offs and report to WPS.

UTILITY RESTORATION PROCEDURES

- ☐ Utility will restore service when conditions are safe.
- ☐ Flooded appliances need to be inspected by appliance dealers prior to restoration.

KEY MESSAGES FOR THE GENERAL PUBLIC

- Natural gas and electric service restoration will take time. Services may be off for several days, so please be patient.
- Our primary goal at this time is to keep everyone safe.
- All water will need to be removed from homes, and appliances must be inspected prior to natural gas and electric service restoration.

LOCATING PIPELINES

Pipeline Markers

Remember, if you are responding to a 911 call that may involve natural gas facilities, approach the scene with caution. Look for clues that a pipeline is involved and find a marker sign identifying the pipeline operator and emergency number to call.

Pipeline Mapping Systems

To determine where pipelines are located in your community, visit the National Pipeline Mapping System (NPMS) Web site at www.npms.phmsa.dot.gov and search by your county or zip code.

Gas and Pipeline Permanent Markers

Gas and pipeline transmission companies use the following types of permanent markers to indicate the presence of gas lines in the area. These markers are not always located directly above pipelines, which is why it is important to Call 811 before you dig. Pipeline markers contain the pipeline product type, operator name and emergency number.



ABOVE GROUND FACILITY INFORMATION

Regulator stations and other above ground facilities may pose dangers different from underground pipelines. For location and description of these types of facilities in your territory, please contact WPS at 800-450-7260 and ask to speak to a safety representative.

FOR MORE INFORMATION

For more information or to inquire about safety training opportunities, please call WPS at 800-450-7260.

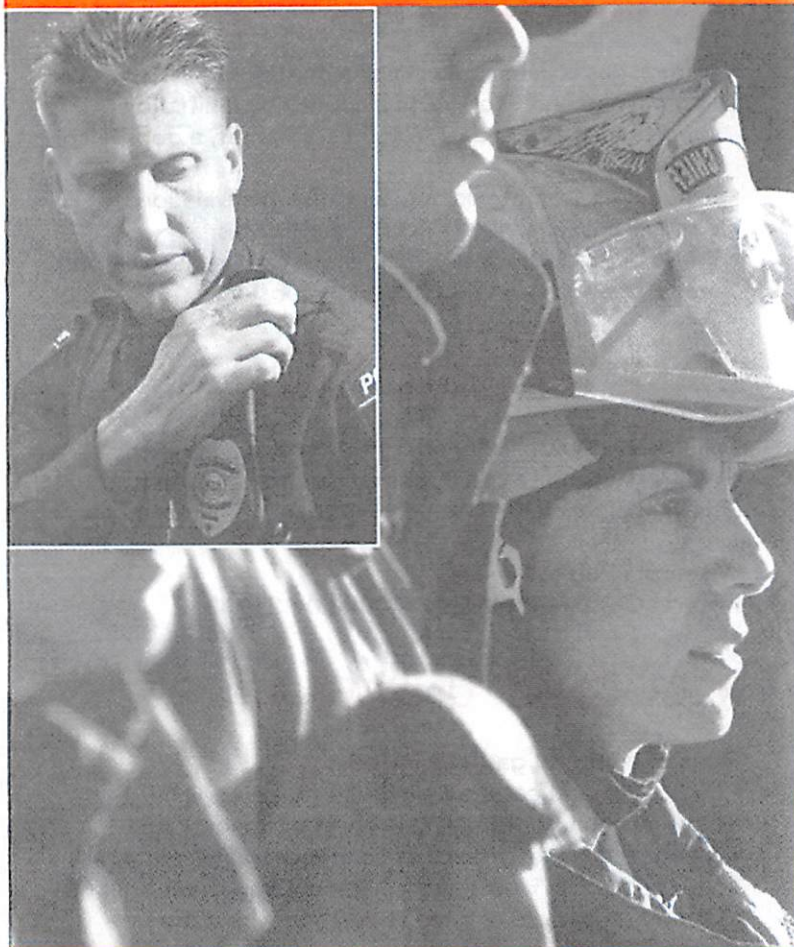
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Responding to Natural Gas Emergencies



Natural gas is an increasingly common form of energy used in both homes and businesses. Most of that natural gas is transported by a network of underground pipelines. While pipelines are the safest and most reliable way to transport natural gas, accidents can, and sometimes do, occur.



BE AWARE OF NATURAL GAS HAZARDS

- Natural gas is flammable in concentrations of approximately 5% to 15% in air. It can be ignited by sources such as matches, electrical switches, a doorbell or a telephone.
- Natural gas is not toxic but can cause asphyxiation by displacing oxygen levels in enclosed spaces.
- When burned incorrectly, natural gas can produce carbon monoxide (CO) – a very dangerous substance.

MAKE THE RIGHT CALL

Call Wisconsin Public Service or the local gas company anytime you smell a gas odor or if you have reason to believe a pipeline has been damaged.

Wisconsin Public Service
Natural Gas Emergencies 800-450-7299

RECOGNIZE UNSAFE AREAS

Signs of a natural gas leak include:

- Distinct natural gas odor similar to rotten eggs.
- Blowing sound or bubbling in a wet or flooded area.
- A natural gas meter dial that continues to move after all natural gas appliances and equipment have been shut off.
- Unexplained areas of dead vegetation where the surrounding area is green.

Use a proper detection instrument to determine if natural gas is present:

- Turn the instrument on in clean air. Sample near the ceiling as you enter. If the instrument registers the presence of natural gas, evacuate the area immediately.
- If there are no detection devices available, use your nose. If you smell natural gas, assume that the situation is dangerous and evacuate the area.

HIGH CONSEQUENCE AREAS

In accordance with federal regulations, some segments along transmission pipelines have been designated as High Consequence Areas. High Consequence Areas are those areas through which pipelines pass that would be most affected by an unintentional incident. Some examples of High Consequence Areas include, but are not limited to, stadiums, recreational areas, religious facilities, office buildings, community centers, stores, hospitals, schools and day-care facilities. It is important that you are aware of any High Consequence Areas nearby as they may require special attention in an emergency situation.

TAKE CONTROL

If a natural gas leak is suspected or known:

- Call WPS or the local gas company immediately.
- Keep people and vehicles away from the area.
- Eliminate or control all ignition sources.
- If safe to do so, turn off the gas at the source.
- Ventilate the suspect building by leaving doors and windows open as you exit.
- Follow instructions provided by gas company employees.

PREVENTION IS KEY TO COMMUNITY SAFETY

At WPS, we work hard to ensure our pipelines and communities stay safe and secure. Our prevention measures include:

- Providing training and educational materials to contractors and related businesses on safe digging practices.
- Regularly inspecting our natural gas system including patrols, leak surveys and corrosion inspection.
- Keeping our workforce properly trained and qualified.
- Designing pipelines to ensure the safe delivery of natural gas.
- Marking and mapping pipeline facilities.
- Pipeline integrity management programs.
- Working with local emergency responders to help prevent and prepare for emergencies.
- Educating the public on how to prevent, recognize and respond to natural gas leaks.