



AGENDA

Eau Claire County
Local Emergency Planning Committee
Thursday, February 9, 2023, at 4:00 p.m.
Hybrid Meeting

In-Person Location:

Eau Claire County Government Center
721 Oxford Avenue, Eau Claire • Room 3312

Access by Phone:

1-415-655-0001, Access Code: 25918610502##

Access Link:

<https://eauclairecounty.webex.com/eauclairecounty/j.php?MTID=m70f5f93e5bef26c77614dd483e5ceb17>
Password: CGptkPHx365

For those wishing to make public comment, you can submit your request to speak and/or written comment to Valerie Desio at Valerie.Desio@eauclairecounty.gov at least 60 minutes prior to the start of the meeting.

1. Call to Order and confirmation of meeting notice
2. Roll Call
3. Public Comment
4. Review/Approval of Committee Meeting Minutes – **Discussion/Action**
 - a. January 5, 2023 **Page 2-3**
5. Review/Approval of 2023 Hazardous Materials Strategic Plan – **Discussion/Action**
Page 4-25
6. Review/Approval of LEPC Bylaws - **Discussion/Action** **Page 26-29**
7. LEPC Compliance Inspector Designation for FFY 2023 – **Discussion/Action**
8. Local Hazardous Materials Spill Response Team Report – **Information/Discussion**
9. Emergency Management Updates – **Information/Discussion**
10. Next Meeting Date: To Be Determined – **Information**
11. Adjourn

Prepared by: Valerie Desio – Emergency Management Program Assistant

Please note: Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through sign language, interpreters or other auxiliary aids. For additional information or to request the service, contact the County ADA Coordinator at 839-6945 (FAX) 839-1669 or (TDD) 839-4735 or by writing to the ADA Coordinator, Human Resources Department, Eau Claire County Courthouse, 721 Oxford Ave., Eau Claire, Wisconsin 54703.



MINUTES
Eau Claire County
Local Emergency Planning Committee
Thursday, February 3, 2023, at 4:00 p.m.
Hybrid Meeting

Present: Katherine Schneider, Kyle Johnson, Darrell Christy, Jason Knecht, Jack Running, Don Henning, Jamie Burkhardt, Marisa Stanley, Robert King, Frank Neibauer, Diane Hunter, Thomas Lochner, James Hagar

Vacant: Media Representative

Absent: Benjamin Frederick, Matt Jagger

Others: Tyler Esh, Valerie Desio – Committee Clerk, Joan Miller – Ready Team-CV, Joe Kolscheur – Health Department

Call to Order and confirmation of meeting notice

Chair Christy called the meeting to order at 4:00 p.m. and confirmed that the meeting was noticed.

Roll Call

The roll was called by the clerk, and it is noted above under present. A quorum was confirmed.

Appointment of LEPC Committee Clerk

Chair Christy appointed Valerie Desio as Clerk of the LEPC.

Review/Approval of Committee Meeting Minutes

The Committee reviewed the minutes from September 8, 2022 with no deletions, additions, or corrections. Motion by Katherine Schneider, seconded by Donald Henning to approve the September 8, 2022 Meeting Minutes as presented. All in favor, motion carried.

Local Hazardous Materials Spill Response Team Report

Jamie Burkhardt, City of Eau Claire Fire Department updated the Committee on the latest hazardous materials incidents:

- From Sept 2022-December 2022, 37 events were CO related.
 - 25 events were malfunctions, or no CO detected.
 - 13 events CO was detectable.
- 13 events were gas leaks related leaks.
- 7 events were flammable liquid spills.
- 4 events were classified as “steam, vapor, or fog.
- 3 events were classified as “other”.

Emergency Management Updates

Tyler Esh updated the Committee on the following items regarding Emergency Management:

- Emergency Management department has been busy with recent winter storms, including extended power outages, partial EOC activation, and blizzard conditions.
- Emergency Management has received several grants from state.
 - Grant for active shooter training/exercises to be conducted throughout West Central Region and will be led by Valerie Desio.
 - A 3-year commodity flow study grant has been subcontracted. A regional level tabletop exercise will be conducted next month. LEPC involvement may be requested in years 2-3.
 - In connection with the Health Department, received a grant to improve gaps identified during COVID in relation to volunteer management.
- There are several upcoming trainings being held. The Committee is encouraged to contact Emergency Management staff if interested in these trainings.

Information/Discussion 2024-2026 Eau Claire Integrated Preparedness Plan

List of potential preparedness priorities presented to the Committee. The Committee is requesting additional details on scope for each priority. Tyler Esh will include requested details for each priority and send to the Committee.

Next Meeting Date

The Committee agreed on the next meeting to be held on February 9, 2023 at the County Courthouse in Room 1301/1302.

Adjourn

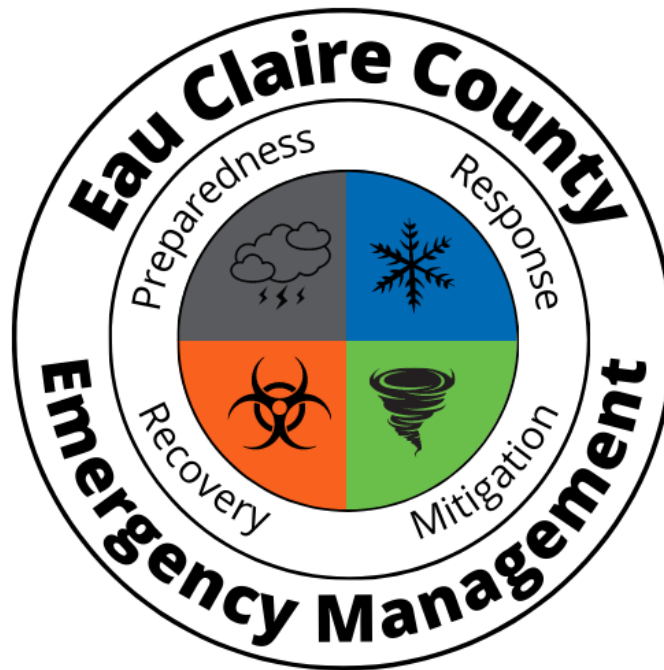
Motion by Frank Neibauer, seconded by Kyle Johnson to adjourn the meeting. All in favor.

Meeting adjourned at 4:25 p.m.

Respectfully Submitted,

Valerie Desio – Clerk, Local Emergency Planning Committee

Hazardous Materials Strategic Plan



FFY 2023

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Attachment 1: Substance Release Notification Form

Attachment 2: DNR Reported Spills

Attachment 3: Hazardous Materials Team Equipment Inventory

Attachment 4: Hazardous Materials Team Roster

SECTION 1: INTRODUCTION

PURPOSE

The purpose of this hazardous materials response plan is to develop policies and procedures for responding to hazardous materials incidents and/or accidents in compliance with the requirements of Title III of EPCRA (SARA) of 1986, as codified in 42 USC 11000 to 11050 and s. 323 Wis. Stats., in order to protect the community from the harmful and possibly life-threatening effects of a hazardous materials release.

This plan defines the roles, responsibilities, and inter/intra-organizational relations of government and private organizations in response to a hazardous material incident and includes requirements for the development/update of the Strategic Plan.

It forms a part of the county Emergency Operations Plan, by reference.

SECTION 2: LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)

The Emergency Planning and Community Right-To-Know Act (EPCRA)/(SARA) requires that a LEPC be appointed for each Emergency Planning District. It also specifies the composition of the LEPC. The membership composition, as directed by Section 301(c), of EPCRA is shown below;

LEPC Chairperson	Darrell Christy
Vice Chairperson	Vacant
Community Emergency Coordinator	Tyler Esh
Coordinator of Information	Tyler Esh

- Group 1: **Elected Local Official**
Katherine Schneider
Kyle Johnson
- Group 2: **Law Enforcement, Civil Defense, Firefighting, First Aid, Health Service, Hospital, Transportation, Location Environmental Organizations**
Ben Frederick
Darrell Christy
Don Henning
Jamie Burkhardt
Robert King
Jason Knecht
Jack Running
Marisa Stanley
- Group 3: **Broadcast Media, Print Media**
Vacant
- Group 4: **Community Groups**
Diane Hunter
Frank Neibauer
- Group 5: **Owners/operators subject to the requirements of EPCRA**
James Hager
Thomas Lochner

SECTION 3: RESPONSIBILITIES

A. Local Emergency Planning Committee

- i. Develops the hazardous materials strategic plan and off-site appendices in coordination with the Emergency Management Coordinator, annually review and update, and ensure that exercises are conducted as required.
- ii. Reviews on-site emergency plans submitted by facilities.
- iii. Annually publishes a notice in the local newspaper that the hazardous materials emergency response plan and off-site appendices, material safety data sheets, and inventory forms have been submitted under Section 324 of Title III and are available for public inspection.
- iv. Provides information to the public as required in Section 324 of Title III, consistent with Section 322, Trade Secrets.
- v. Receives and maintains copies of all EPCRA reports.
- vi. Community Emergency Coordinator and/or the Emergency Management Coordinator determines, along with the facility emergency coordinators, the necessity to implement the hazardous materials plan.
- vii. Upon notice of a release of a hazardous substance, the Community Emergency Coordinator takes all actions necessary to ensure the implementation of the hazardous materials plan.
- viii. Consults and coordinates with the County Board, heads of emergency services, and the Emergency Management Coordinator in the execution of the Local Emergency Planning Committee duties. For a complete list of LEPC duties, consult Wisconsin Act 342, Hazardous Substances Information and Emergency Planning Act.
- ix. Under Wisconsin Act 104, reviews the county's hazardous materials response capability and to establish which agency will be recognized as the Level B responder for the County.

B. Emergency Management Groups

- i. Responsibilities and Coordination are covered in the Eau Claire County Emergency Operation Plan (EOP), Emergency Support Function (ESF) 5.

C. Fixed Facilities

- i. Planning requirements--any facility producing, using, or storing any of the extremely hazardous substances in quantities greater than the threshold planning quantities shall conduct emergency planning.
- ii. Reporting requirements
 - a.) An owner/operator of a facility subject to the provisions of EPCRA Sections 311/312 shall comply per the requirements of s. 323.60, Wis. Stats. SDS Chemlist/Tier Two Filings.
 - b.) Employees and agents of facilities shall comply with the provisions for the discharge (release or spill) of a hazardous substance as required under the State Spill Law, s.292.11, Wis. States.

SECTION 4: HAZARD ANALYSIS

COUNTY PROFILE

Eau Claire County encompasses 655 square miles in the West Central region of Wisconsin. There are four reservoirs in the County that are larger than 100 acres and controlled by dams. These are Lake Eau Claire (966 acres), Lake Altoona (727 acres), Dells Pond (700 acres), and Half Moon Lake (123 acres). The Chippewa and Eau Claire Rivers lie in the northern part of the County. These rivers and their tributaries drain 93% of the County, while the remaining 7% in the southern fringe of the County drains into the Buffalo River.

Approximately 62.2% of the county is agricultural; 11.9% is industrial, government, and urban and .06% is educational.

There are approximately 103,514 (2020) residents in Eau Claire County. Population centers are widely dispersed throughout the County. Approximately 67,333 of the population are urban residents and 34,105 are rural. There are over 35,822 households in the county averaging about 2.46 persons per household. The per capita personal income for the County is approximately \$24,826.00.

The County contains approximately 154.40 miles of state highways, 421.49 miles of County highways, and 588.81 miles of local rural roads, totaling 1164.7 miles of road network (see Figure 2). The Chippewa Valley Regional Airport located in the northern portion of the City of Eau Claire (see Figure 5) serves the area. The airport has two (2) runways and is lighted and equipped for instrument landing.

Manufacturing is the principal area of employment followed closely by small businesses and private sector services. Four hospitals: Mayo Clinic Health System, Sacred Heart Hospital, Marshfield Clinic, and OakLeaf Surgical Hospital serve Eau Claire County and surrounding areas.

FACILITIES SUBJECT TO EMERGENCY PLANNING

AirGas USA, LLC	1635 Prairie Lane, Eau Claire, WI 54703
American Phoenix, Inc.	800 Wisconsin St, Eau Claire, WI 54703
AT&T (PK0106)	304 South Dewey Street, Eau Claire, WI 54703
AT&T (PK0116)	310 North Dewey Street, Eau Claire, WI 54703
AT&T (S. Barstow St.)	404 South Barstow Street, Eau Claire, WI 54703
Cascades Tissue Group-Wisconsin	1200 Forest Street, Eau Claire, WI 54703
Central Storage & Warehouse Co.	2650 Fortune Drive, Eau Claire, WI 54703
Curt Group	6208 Industrial Drive, Eau Claire, WI 54701
Diversey, Inc.	1929 Vernon Street, Eau Claire, WI 54701
Eau Claire Cooperative Oil Company	4970 Kane Road, Eau Claire, WI 54703
Ferguson – 1676	2626 Truax Boulevard, Eau Claire, WI 54703
First Supply LLC	596 Cameron Street, Eau Claire, WI 54703
Fleet Farm	3165 Old Town Hall Road, Eau Claire, WI 54701
Great Lakes Coca-Cola Eau Claire Dist.	2020 Truax Boulevard, Eau Claire, WI 54703
Hutchinson Technology, Inc.	2435 Alpine Road, Eau Claire, WI 54703
Imperia Foods Inc. Fall Creek	120 Brickyard Street, Fall Creek, WI 54742
Indianhead Foodservice Distributor	313 Hastings Place, Eau Claire, WI 54703
Mayo Clinic Health System	1221 Whipple Street, Eau Claire, WI 54702
MCI (EUCRWI) (WIEUCRWI)	333 Putnam Street, Eau Claire, WI 54703
Menard, Inc. – Eau Claire	5101 Menard Drive, Eau Claire, WI 54703
Nestle Healthcare Nutrition, Inc	3555 Preston Road, Eau Claire, WI 54702
Nestle Nutrition – Eau Claire	1200 Nestle Avenue, Eau Claire, WI 54703
Nestle Nutrition – Gateway	5023 Venture Drive, Eau Claire, WI 54702
Sam’s Club #8185	4001 Gateway Drive, Eau Claire, WI 54701
Silver Spring Foods	2424 Alpine Road, Eau Claire, WI 54703
Wal-Mart (1669)	3915 Gateway Drive, Eau Claire, WI 54703
WI-23943 Charter Communications Altoona	1201 McCann Drive, Altoona, WI 54720
WI-4410 Charter Communications Eau Claire	1048 Mary Lane, Eau Claire, WI 54701
Xcel Energy	Eau Claire Substation, 3803 Wells Road

(For more information see the facility’s designated Off-Site Facility Plan located on file with the Eau Claire County Emergency Management office.)

TIER II FACILITIES

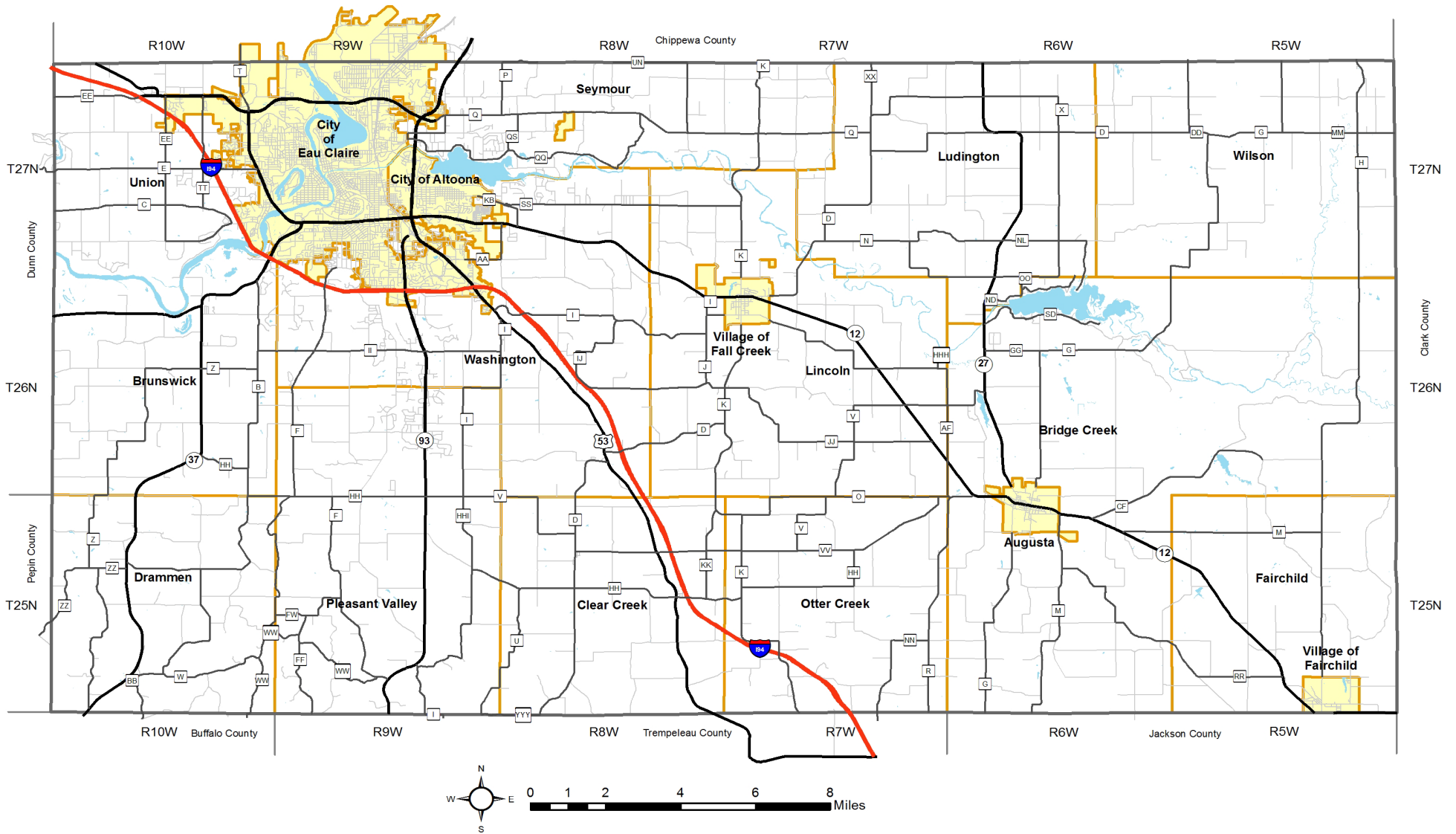
The Wisconsin Emergency Management maintains a list of Tier II reports and local emergency management offices maintain a copy of the Tier II reports by facilities.

MAJOR TRANSPORTATION ROUTES

- County Map (Figure 1)
- Highways (Figure 2)
- Railways (Figure 3)
- Pipelines (Figure 4)

Figure 1: County Map

EAU CLAIRE COUNTY



EAU CLAIRE COUNTY

Figure 2: Highways

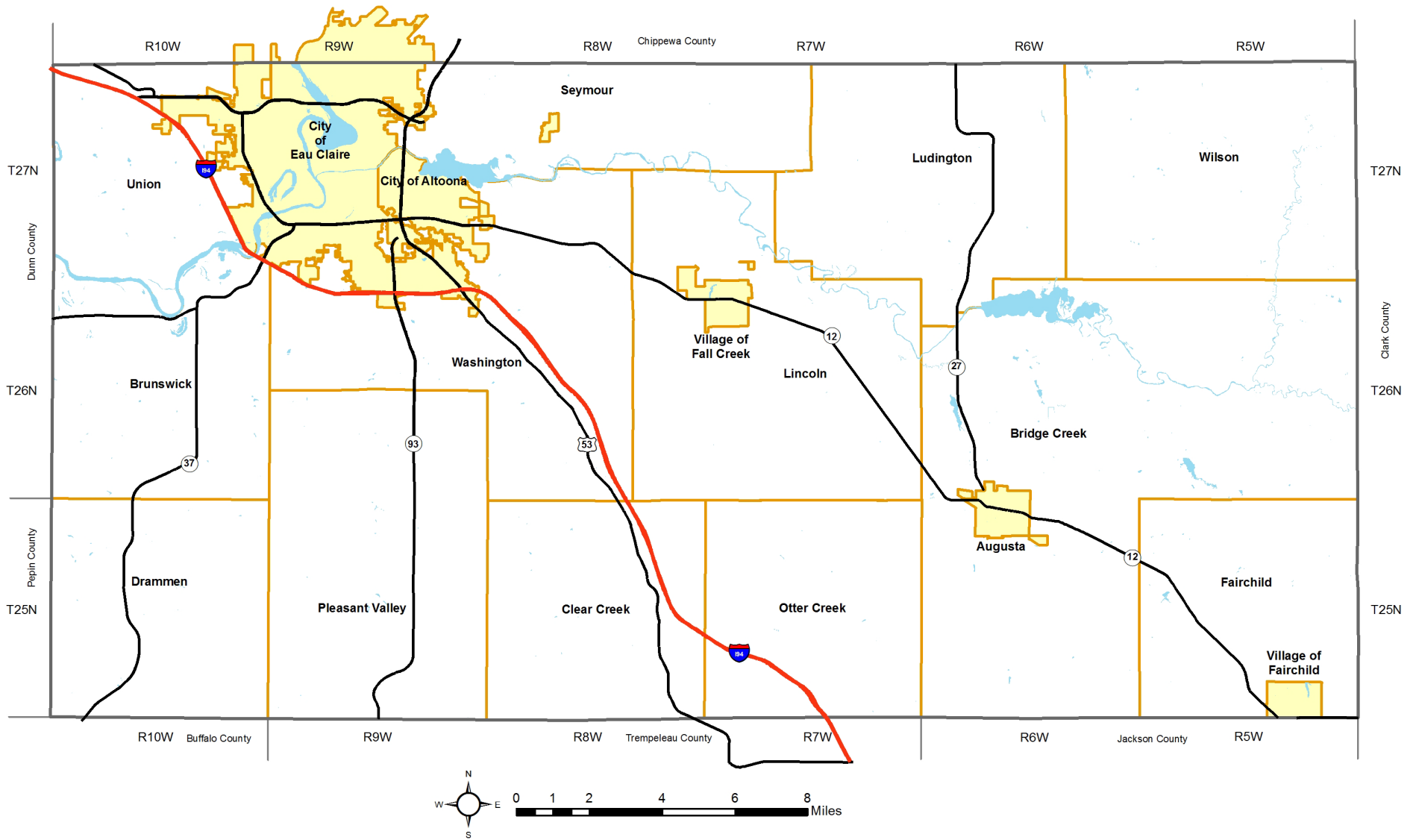


Figure 3: Railways

EAU CLAIRE COUNTY

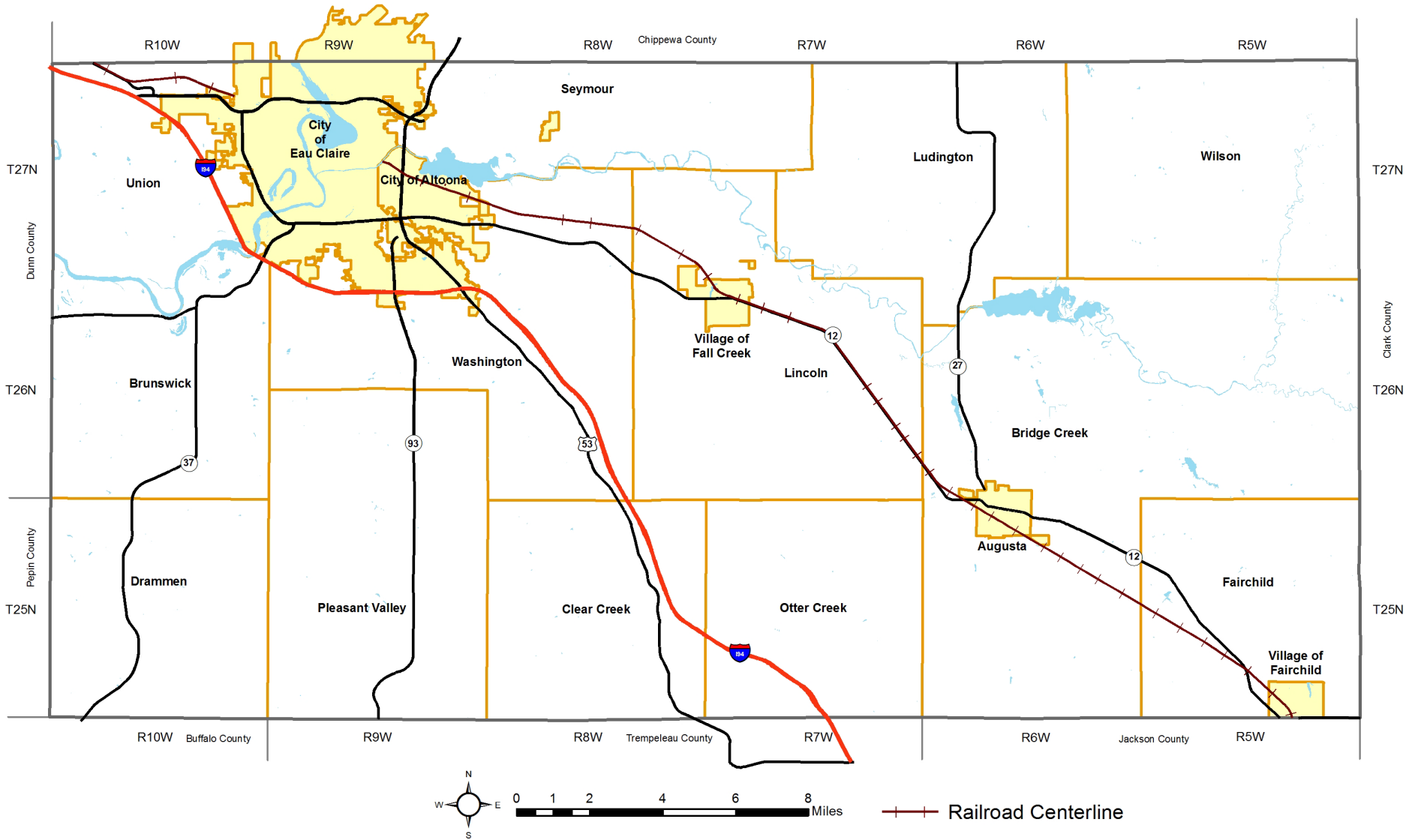
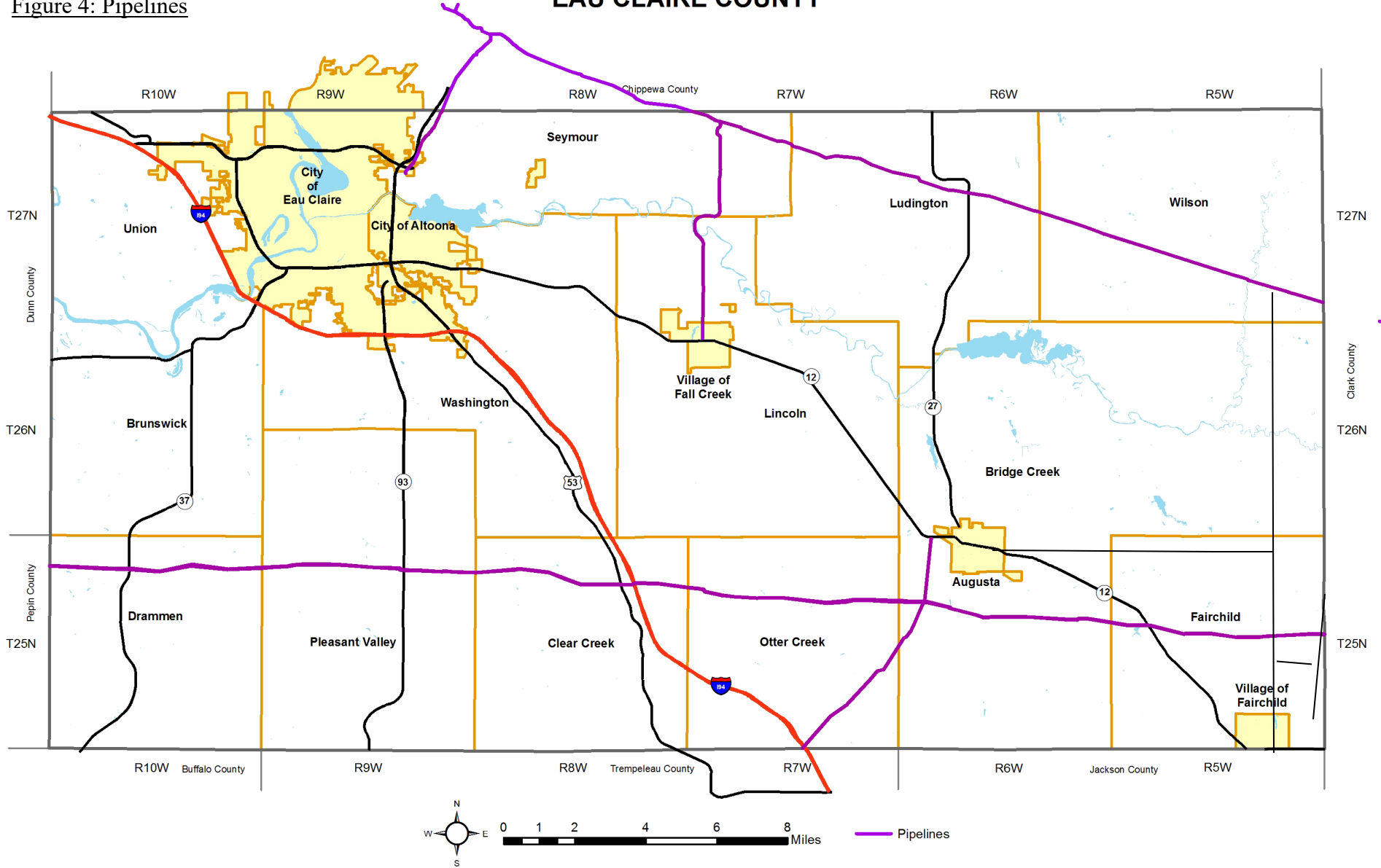


Figure 4: Pipelines

EAU CLAIRE COUNTY



COMMON EXTREMELY HAZARDOUS SUBSTANCES (EHS) AND TIER II CHEMICALS

There are approximately seven (7) EHSs located in fixed facilities through Eau Claire County. These substances range in quantity from 125 - 116,500 pounds per facility site.

Common EHS chemicals at fixed facilities:

- Sulfuric Acid (CAS: 7664-93-9)
- Ammonia (CAS: 766-41-7)
- Nitrogen (CAS: 772-73-9)
- Chlorine (CAS: 7782-50-5)

There are approximately 133 other hazardous substances located in fixed facilities throughout Eau Claire County. These substances range in quantity from 102- 1,156,100 pounds per facility site.

It is assumed that exposure to all transported hazardous substances in Eau Claire County will be the result of road, rail and air transportation and pipeline delivery.

There are approximately 10 different EHSs transported annually throughout Eau Claire County, but the potential exists for the transport of any EHS listed on the United States Environmental Protection Agency's List of Lists or the Department of Labor's Occupational Safety and Health Administration's Toxic and Hazardous Substances List. These substances are transported in containers that range from 10-ounce agricultural packages to 196,000 pounds of rail car quantities.

Common hazardous substances chemicals traveled through Eau Claire County:

- Gasoline (UN #1203)
- Environmentally Hazardous Liquid (n.o.s.) (UN #3077 & 3082)
- Nitrogen, Refrigerated Liquid (UN #1977)
- Paint Products (Corrosive and Flammable, no UN #)

SPILL REPORTS

See Attachment 2

SECTION 5: NOTIFICATION

RELEASE DETERMINATION

Eau Claire County Emergency Dispatch Center will receive initial notification that a release has occurred;

- a. From the facility
- b. First responder radio transmission or phone call
- c. Citizen report

SUBSTANCE RELEASE REPORT FORM

A substance release notification form is available for recording information when spills are reported. (See Attachment 1).

ALERT, WARNING, AND EMERGENCY PUBLIC INFORMATION

Alert procedures are outlined in the county Emergency Operations Plan (EOP), Emergency Support Function (ESF) 2. Emergency Public Information is covered in the county EOP, ESF 15. The local Emergency Management office is responsible for alert, warning, and emergency public information.

COMMUNICATIONS

Communication procedures are outlined in the county Emergency Operations Plan (EOP), Emergency Support Function (ESF) 2.

NOTIFICATION REQUIREMENTS

1. Community Emergency Coordinator for the LEPC must be notified of any spills or releases subject to the notification requirements of EPCRA (SARA) Section 304.
2. WEM and the Department of Natural Resources (DNR) must be notified of a spill/release per the requirements of s.s. 292.11 and 323.60, Wis. Stats.
3. The National Response Team under section 103(a) of CERCLA and Section 304 of EPCRA. Contact 1-800-424-8802.
4. The owner or operator shall provide written follow-up emergency notice as soon as possible after a release that requires notice under Section 304 (a).

SECTION 6: EVACUATION/SHELTER PROCEDURES

Evacuation/Shelter Procedures are outlined in the County EOP, ESF 1.

SECTION 7: RESOURCE MANAGEMENT

Resource Management is outlined in the county EOP ESF 7. Resource lists are an attachment of the county EOP, therefore those below are only those resources specific to a hazardous materials incident.

RESOURCE LIST

1. County
 - Hazardous Materials Level B Team
 - Resources available from the facility are listed in the facility's off-site plan.
2. State
 - Division of Health – 608-266-1511
 - Type 1 Team (Eau Claire/Chippewa)
Contact the Regional Hazardous Materials Response Team through the WEM Duty Officer at 1-800-943-0003.
3. Federal
 - National Response Center (800-424-8802)
www.nrc.uscg.mil
 - Agency For Toxic Substances and Disease Registry (888-422-8737)
www.atsdr.cdc.gov
 - Nuclear Regulatory Commission (301-816-5100)
www.nrc.gov/NRC/radprotect.html
 - CHEMTREC (800-424-9300)

SECTION 8: RESPONSE PROCEDURES

DIRECTION AND CONTROL

Direction and control procedures are outlined in the County Emergency Operations Plan (EOP), Emergency Support Function (ESF) 5.

EMERGENCY ACTION CHECKLISTS

Emergency Action Checklists are in the County Emergency Operations Plan for each Emergency Management Group.

AGENCY-SPECIFIC SOG/SOP

Contact the appropriate agency/department for a current copy of their standard operating guideline/standard operating procedures related to hazardous materials response.

SECTION 9: CLEANUP, DOCUMENTATION, AND INVESTIGATIVE FOLLOW-UP

Department of Natural Resource's (DNR's) responsibility under the Wisconsin Spill Laws. 292.11, Wis. Stats:

1. Responsibility is based on Administrative Code NR 706 for follow-up on reported releases or spills.
2. DNR field staff may respond through DNR regional offices. DNR region personnel perform a variety of duties:
 - a. Investigate spills
 - b. Ensure that the responsible party restores the damaged environment to its original state
 - c. Oversee proper disposal
 - d. Select and supervise contractors for emergency investigation and clean-up
 - e. Provide data to process enforcement actions and reimbursement billings
 - f. Maintain spill response equipment

In most instances, the responsible party and local authorities handle a spill quickly and competently. In these cases, the DNR investigates the incident and ensures that clean-up is accomplished. When the DNR becomes involved in spill clean-up field staff acts as project managers reviewing investigation results and selecting clean-up measures.

SECTION 10: TRAINING AND EXERCISES

TRAINING

Training of response personnel by response agencies is encouraged. Course offerings from various sources are distributed to emergency service agencies by Eau Claire County Emergency Management through email and/or in-person.

Below is a list of specific courses sponsored by Wisconsin Emergency Management:

- Hazardous Materials Awareness
- Exercise Design Course
- Exercise Evaluation Course
- Tabletop Exercise Workshop G 120.T
- Incident Command System/Emergency Operations Center Interface
- Incident Command System for Law Enforcement
- Incident Command System for Emergency Medical Service
- Incident Command system for Public Works
- Incident Command System Self Study
- Incident Command System National Wildfire Curriculum (MIIMS)
- Hazardous Materials Incident Management, National Fire Academy
- CAMEO Basic
- CAMEO Intermediate

EXERCISES

Exercises will be scheduled and conducted annually per EPCRA requirements. The county emergency management director will coordinate the schedule of exercises.

Hazardous materials exercises held:

<u>Facility</u>	<u>Date</u>	<u>Type of Exercise</u>
Pope & Talbot, WI., Inc.	March 13, 1990	Tabletop
Pope & Talbot, WI., Inc.	May 15, 1990	Functional
Pope & Talbot, WI., Inc.	Nov. 13, 1990	Full-scale
City of Eau Claire Wastewater Treatment Plant	Nov. 14, 1991	Tabletop
Augusta Farmer Union COOP	May 20, 1993	Tabletop
Augusta Farmer Union COOP	July 10, 1993	Full-scale
Nestle Incorporated	April 6, 1995	Full-scale
UPRR at Madison St (LP)	September 6, 1996	Functional
Altoona UPRR at Wilson Dr.	June 14, 1997	Full-scale
Fall Creek Anhydrous Ammonia	September 9, 2000	Full Scale
Transportation Accident	June 26, 2004	Full Scale
Transportation Accident	August 31, 2006	Tabletop
Hutchinson Technology Inc.	November 13, 2008	Tabletop
Transportation Accident	June 11, 2009	Functional
Transportation Accident Altoona	Feb. 25, 2015	Tabletop
Transportation incident (EOC)	June 17, 2015	Functional
Altoona School District	April 26, 2017	Tabletop
City of Altoona	August 13, 2018	Functional
Chippewa Valley Regional Airport	August 12, 2019	Full Scale
Chippewa Valley Regional Airport	July 26, 2021	Tabletop
Chippewa Valley Regional Airport	July 20, 2022	Tabletop
Chippewa Valley Regional Airport	August 17, 2022	Full Scale

SECTION 11: LEVEL B HAZARDOUS MATERIALS TEAM

IDENTIFICATION

It is the responsibility of the LEPC, under Wisconsin Act 104, to review the county's hazardous materials response capability and to establish which agency will be recognized as the Level B responder for the County. In part, this decision is based upon training and equipment levels presently in place, as well as a study of future needs and plans for the continued development of the county response capability.

Committee members have reviewed the response capabilities and have recommended the Eau Claire Fire Department as the Level B responder for Eau Claire County. The City of Eau Claire is also a Type 1 Regional Response Team for the State.

In July of 1994 the Eau Claire City Fire Department was contracted to provide response to Level B hazardous material spills. On July 1, 2014 the City of Eau Claire Fire Department became a Type I State Hazardous Materials Response Team.

TEAM SPECIFICS

A. Team notification for response

For a Level B response, the local fire chief notifies the Level B team of a response need through the Eau Claire County Emergency Communications Center.

B. Team roster

See Attachment 4 – Hazardous Materials Team Roster.

C. Response times to vulnerable areas

A Level B hazardous materials response can be mobilized and enroute to any location in the county within minutes of notification. Response times will vary based on the proximity of the team. However, it is believed a county response would be mobilized within 10 to 15 minutes of the request. A hazardous materials response outside of the limits of the City of Eau Claire would include the department’s hazardous materials van with the full range of on-board equipment and no fewer than five (5) trained personnel, to include one supervising officer. The optimum response would be seven (7) trained personnel, to include one supervising officer.

D. Population protection

Population protection measures are discussed in Annex E.

E. Management and administration of team

i. Organizational Structure

Each shift has either specialist or technician level trained hazardous materials personnel.

When responding to a hazardous materials incident, the team functions under the Incident Command System. If the team is called to an incident outside of the city limits, either the Duty Chief or the Battalion Chief on duty also responds to act as the team coordinator and liaison with the primary agency’s command.

In accordance with the Eau Claire Fire Department standard operation guidelines, the hazardous material branch director appoints any positions deemed necessary to mitigate the incident (ie., entry leader, decontamination officer), and those individuals will maintain appointed assignment until relieved by the branch manager. (The hazardous material branch director is responsible to the incident commander or operations officer at all times.)

ii. Training Management

The Eau Claire County Level “B” Hazardous Materials Response Team shall utilize the training levels required by the State of Wisconsin as a minimum guideline for training requirements. In 2014, 2892 hours were dedicated to hazardous materials training.

Training will be coordinated through the Deputy Chief of Training of the Eau Claire Fire Department. When jointly training with other departments, coordination of training with the County Level “B” Team will be in cooperation with those county fire departments or agency’s training officers.

iii. Equipment Management

Each county fire department which has in its inventory hazardous materials response equipment shall be responsible for maintaining it in a response-ready condition.

Any agency which expends resources in the mitigation of an incident may bill the spiller (responsible party) according to Wis. Statutes 323.71(Local

Agency Response and Reimbursement) to recoup financial costs incurred with the incident and will restore their equipment inventories to their pre-incident level.

iv. Safety Management

A Safety Plan will be developed for each incident by the Safety Officer.

v. Records Management

The County Hazardous Materials Spill Response Team currently utilizes the hazardous materials report module of the Fire One Reporting System as part of the Eau Claire Fire Department Incident Reporting System. Other county fire departments will fill out their appropriate department hazardous materials response report form and forward it to the Emergency Management Coordinator.

Training records, including hazardous materials training, are kept on permanent record for all members of the County Hazardous Materials Spill Response Team. All county fire departments shall record their training activities, particularly involving hazardous materials training, and have the ability to provide the Office of Emergency Management and/or the LEPC with training statistics upon reasonable notification of such a request.

Financial records of county moneys spent on the County Level “B” Team or any other organization’s response team will be maintained by all recipients of such funding. Financial reports shall be available upon reasonable request to the office of Emergency Management and/or the LEPC.

F. Authority for team activation

The local Fire Chief and County Emergency Management Coordinator have authority to call for the Level B Team.

SECTION 12: CURRENT CAPABILITIES

HAZARDOUS MATERIALS TYPE B TEAM

A. Trained members.

The Eau Claire Level B hazardous materials team is comprised of the Eau Claire Fire Department, a full-time career department. Sixty-One (61) Eau Claire Fire Fighters are presently trained at 29 CFR 1910.120 technician level. Many of the trained personnel are supervising officers with the department. It is the department’s intent to continue providing technician-level training to as many fire fighters as desire the training. Twelve (12) Eau Claire Fire Fighters are further trained at the specialist level either at Lakeshore Technical College or numerous hazardous materials training centers throughout the country.

In addition, the department provides ongoing training in the area of hazardous materials response for all employees.

The present level of trained personnel provides for an average of fifteen (15) technician-level personnel on duty 24 hours per day, 7 days per week. Additional trained employees are available through the department’s recall procedures.

EQUIPMENT

The Eau Claire Fire Department is equipped to deal with the demands of a Type 1 hazardous materials response. A complete list of response equipment is found in Attachment 3 of this plan.

EMS

Eau Claire County's EMS system participates in the Paramedic Program which provides for advanced life support (ALS) capabilities at the scene. ALS capabilities include the administration of specific medications, endotracheal or esophageal intubation and cardiac defibrillation. The County initiated the paramedic service July 5, 1995. All ALS activities are performed under the direction of Medical Control (physician-based orders).

SECTION 13: TEAM NEEDS AND MAINTENANCE

HAZARDOUS MATERIALS TEAM NEEDS

A. Training

Training within the department is presently sufficient to provide for the needs of the county. It is not the intent, however, to stop at this point. The Eau Claire Fire Department will continue to train personnel to the technical level with the goal of having all team members trained to the specialist level, which is reviewed annually.

Additional goals will be established in the future with the intent of maintaining or exceeding present levels of the team's needs.

The estimated turnover rate of the County Level "B" Team is very low. The current average age of the Eau Claire Fire Department (a career fire department), which is the currently designated Level "B" response agency, is 39, with 14.75 years of service (December, 2023 analysis).

B. Equipment

See attachment 3 for a listing of the current equipment for the County's designated Hazardous Materials Team. With the change in priorities, capabilities, personnel, and equipment shelf-life the hazardous materials team's equipment needs are always changing. Because of these changes the team requires specific equipment to meet their needs. This equipment can be purchased in a variety of ways including through grants. Where possible, the hazardous materials will purchase equipment deemed acceptable through Wisconsin Emergency Management.

C. Funding

Incoming funding sources are vital to the success of the hazardous materials team. The training and equipment needs of the team are successful based on the amount and consistency of funding. Due to local constraints on the funding of the team, outside state and federal grants and other funding are vital to continue operations.

D. Team physicals

Base line physicals are presently on file at the Eau Claire Fire Department for all hazardous material responders. Each team member has undergone a pre-employment physical, and a respiratory physical as required by DSSPS for self-contained breathing apparatus use. A medical control approval plan for follow up physical is on file and in effect.

E. Team records

A permanent record of team activities, training, and of incidents responded to by the County Level “B” Team will be maintained and available through the Eau Claire Fire Department. Medical records shall also be maintained in a confidential status, per the National Fire Protection Agency (NFPA) recommendations.

SECTION 14: PLAN MAINTENANCE

This plan is reviewed and updated annually by the Emergency Management Coordinator and brought to the Local Emergency Planning Committee for adoption and approval. Additionally, this plan is sent to multiple agencies/departments with hazardous material duties for their input and suggestions.

SECTION 15: ADOPTION

HAZARDOUS MATERIALS TEAM ADOPTION

The Eau Claire County Committee on Planning and Development motioned to approve Resolution 92-93/162. The Eau Claire County Board of Supervisors, subsequently, approved and adopted Resolution 92-93/162 naming the Eau Claire Fire Department as the County’s Level “B” HazMat Team. A contract for service was approved June 21, 1994 by resolution 94-95/089 (see Appendix G). A copy of that agreement is on file in the Eau Claire County Emergency Management office.

During the budget process for 2007 funding was cut and the contract for the level B team was cancelled. After further consideration the contract was reinstated through resolution 06-07/159.

During the budget process for 2008 the same situation re-occurred, but the team was reinstated. The need for the Level B Team was demonstrated with the WRR Fire June 22, 2007. The current contract is negotiated as a multi year contract to stabilize the Level B Team service for the future.

STRATEGIC PLAN ADOPTION

Enrolled R122-215

RESOLUTION

FILE #89-90/334

-ADOPTING THE EAU CLAIRE COUNTY HAZARDOUS MATERIALS RESPONSE PLAN-

WHEREAS, the purpose of the hazardous materials response plan is to develop policies and procedures for responding to hazardous materials incidents and/or accidents; and

WHEREAS, the plan defines the roles, responsibilities, and inter/intra-organizational relations of the government and private organizations in response to a hazardous materials incident; and

NOW THEREFORE BE IT RESOLVED that the Eau Claire County Board of Supervisors hereby approves of and adopts the attached Eau Claire County Hazardous Materials Plan.

ADOPTED: March 6, 1990

Joanne Lester,

County Clerk

Statement of Adoption by the Local Emergency Planning Committee

The Hazardous Materials Strategic Plan for Eau Claire County is hereby adopted by the Eau Claire County Local Emergency Planning Committee.

Adopted this 9th day of February, 2023

Darrell Christy, Chairperson
Eau Claire County Local Emergency Planning Committee

Tyler Esh, Emergency Management Coordinator
Eau Claire County Emergency Management

SECTION 16: DISTRIBUTION RECORD

Eau Claire County Emergency Management will distribute the adopted plan annually to all fire departments within Eau Claire County.

**RULES OF OPERATION
FOR THE
EAU CLAIRE COUNTY LOCAL EMERGENCY PLANNING
COMMITTEE**

PREFACE:

The Eau Claire County Local Emergency Planning Committee (LEPC) serves Eau Claire County, which was established as a local planning district by the Wisconsin State Emergency Response Commission (SERC) (now, through reorganization of the SARA program, the SERC is referenced as Wisconsin Emergency Management (WEM)), on the effective date of July 17, 1987. The LEPC was confirmed by the SERC on August 13, 1987. These rules of operation are promulgated under the directive of SARA, Title 3, Section 301(c).

POSTS, POSITIONS, APPOINTMENTS AND ELECTIONS.

All members of the LEPC are appointed a two-year term. Should a member of the LEPC no longer represent a group as directed by Section 301(c) of SARA, the person will no longer be a member and will be replaced by an individual who does represent the group.

Appointment Process

A. The committee shall consist of not more than 16 persons, appointed by the chair of the county board upon recommendation of the Planning and Development Committee and subject to approval of the county board, for staggered 2-year terms expiring the third Tuesday in April and coinciding with the rules of operation adopted by the local emergency planning committee in the following manner.

1. Annual vacancies shall be noticed publicly. The planning & development committee shall submit a list of nominees to the county board chair prior to consideration of any committee appointment.
2. Members shall be from the following groups:
 - a. Group 1: Elected state and local officials.
 - b. Group 2: Representatives from law enforcement, civil defense, firefighting, first aid, health, transportation, hospitals, and local environmental groups.
 - c. Group 3: Broadcast and print media.
 - d. Group 4: Community groups.
 - e. Group 5: Owners and operators of facilities subject to the requirements of SARA Title III.
3. Should any member no longer meet the qualifications for appointment, the member's seat shall be declared vacant.
4. Mid-term vacancies may be filled from a list of citizens who have applied for annual vacancies but have not been selected, or through a separate public notice, or by using both.

Chairperson

Subject to the requirements of Title III, Section 301(c), the committee will elect a chairperson for a term of two years. The chairperson will preside over meetings of the LEPC and the chairperson must be a member of the LEPC. The chairperson will hold only one elected position in the LEPC.

Vice Chairperson

In order to assure the continuity of operations in the absence of the chairperson, the committee has established a post of vice chairperson and will elect a person for that post. In the absence of the chairperson, the vice chairperson will preside over meetings of the LEPC. The vice chairperson will be elected for a term of two years and must be a member of the LEPC. The vice chairperson will hold only one elected position in the LEPC.

Coordinator of Information

Subject to the requirements of Title III, Section 301 (c), the Committee will designate a Coordinator of Information who will serve at the pleasure of the Committee. The Coordinator of Information will undertake those duties and responsibilities as outlined under Title III, Section 301(c), and those other responsibilities and duties assigned by the LEPC. The LEPC may also designate Deputy Coordinators of Information to serve in the absence of the primary designee.

Community Emergency Coordinator

Subject to the requirements of Title III, Section 303(c)(3), the Committee will designate a Community Emergency Coordinator who will serve at the pleasure of the Committee. The Community Emergency Coordinator will undertake those duties as assigned by the plan created under Title III, Section 303, and other responsibilities and duties assigned by the Committee. The LEPC may also designate Deputy Community Emergency Coordinators as required.

Secretary

In order to assure that the proper minutes of all meetings are kept, the Chairperson or head of any Committee or subcommittee shall designate a Secretary to keep minutes of the business conducted. Such minutes shall be forwarded to the Coordinator of Information for distribution as required.

Meeting Dates and Times:

The LEPC will meet a minimum of one time per fiscal quarter. Special meetings of the LEPC may be called by the Chairperson with public notice of at least 72 hours prior to the event. Meetings will be open to the public.

Emergency Meeting

During emergency conditions when a release of substance covered by the notification requirements of Title III, Section 304, has, is occurring, or is imminent, the Chairperson may call an emergency meeting of the LEPC as soon as possible with the provision that all reasonable attempts are made to notify the public of the meeting through local media channels.

The conduct of business of such meetings will be limited to those items required by the emergency conditions present.

Agenda Items

Items to be included in the agenda will be submitted to the Coordinator of Information at least six working days prior to meeting of the LEPC unless an emergency condition is present. The agenda will be compiled and mailed to committee members, local media representatives and others who request copies, at least 24 hours prior to the committee meetings. Agenda items may not be added on the floor of the meeting.

Public Opportunity

The LEPC will provide in every agenda time for public comments. Time for public comment will be allotted on a first come, first serve basis. The LEPC may limit public input time above 30 minutes per meeting with a majority role call of the committee.

Quorum

A quorum will consist of 50 percent membership of the LEPC.

Voting

A majority vote of the members present where a quorum exists will be needed for passage.

Alternates

Every member of the LEPC may select an alternate to attend meetings in his or her absence. The alternate may participate in discussions, but will not have voting rights.

LEPC Rules of Operation

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Minutes of Meetings

Minutes of all meetings and sessions of the LEPC and committees or subcommittees will be distributed to committee members, heads of government within the county as requested, the area office of WEM, and others who request them.

Adoption and Amendments of the Rules of Operation

Adoption of these rules or approval of amendments to the rules can be made at any regular or special meeting of the LEPC as an agenda item with a majority roll call vote.

Availability of Information to the Public

The list of hazardous chemicals under the Occupational Safety and Health Act of 1970 and each emergency response plan, material safety data sheet, Tier II inventory form, toxic chemical release form, and follow-up emergency notice shall be available to the public during normal working hours at the Emergency Management Office, Room 3344 Courthouse, 721 Oxford Avenue, Eau Claire, Wisconsin.