



**WisWARN COMMITTEE MEETING  
TELECONFERENCE  
MARCH 27, 2008**

**1) Introductions and Roll Call**

Members present: Tom Foltz, Deb Geier, Dave Lawrence, Dan Lynch, John MacKinnon, Gabrielle Peterson, Julia Riley, Ed St. Peter, Amy Vaclavik. Excused: Kevin Freber, Kim Halverson, Carrie Lewis. Others present: Kevin Morley, AWWA; Nick Damatto, EPA Region 5; John Whittler, EPA Headquarters

**2) Approval of Minutes from January 23 and March 6, 2008**

Motion by Dave Lawrence to approve the minutes of the January 23, 2008 meeting, seconded by Ed St. Peter. Motion carried unanimously. Motion by Ed St. Peter to approve the minutes of the March 6 meeting, seconded by Amy Vaclavik. Motion carried unanimously.

**3) Mutual Aid Agreement Sub-Committee (Dan Lynch)**

Dan Lynch indicated that he feels we are in good shape. The agreement is currently in Lawrie Kobza's hands. The League attorney reviewed the document and provided some comments. The final draft should be available in a couple of weeks then it will be distributed to committee members. He added that he hopes to have communities signing up in approximately 1 month. Kevin Morley, AWWA, indicated that if there are concerns with larger communities, it is best to have them in the review process now. He added that if the core leadership is good with it, it should be easier in the long run. Dan added that he will contact Lawrie (she has contacts in Madison) and Carrie Lewis at Milwaukee Water Works.

**4) WisWARN Website Sub-Committee (Kevin Freber)**

Dan Lynch gave the update on the website for Kevin Freber. The website is somewhat functioning. The Texas resource listing is still not working correctly, and they are having problems pulling it together. John Whittler advised that the EPA has contractor support lined up to help with websites. A quick conference call with the website person to discuss requirements might help resolve the issues. Dan added that we were also thinking about using Pennsylvania's resource listing. Kevin Morley suggested to get the core website with the agreement running first and then work on the resource listing later. Dan responded that the website is operational with limited functionality. Dave Lawrence commented that he thought it would be a plus to have people go in and sign up a members right away rather than collecting names at conferences.

**5) WisWARN Publicity (Dan Lynch)**

**a. Identify Interested Agencies/Communities**

**i. See attachment**

A signup sheet was provided with the meeting info to use when giving presentations. Communities can sign up to obtain more information.

**b. Scheduled presentations**

**i. WRWA Technical Conference – April 8-11, 2008** – Dave Lawrence will put out brochures at the WRWA conference. Gabrielle will do a presentation on security and will incorporate WisWARN into the presentation.

- ii. **APWA Spring Conference – May 15-26-2008**
  - iii. **Collection System Seminar – June 5 an August 14**
  - iv. **WWOA Conference – October 1-3, 2008**
  - v. **WEMA Presentation ??**
- c. **Newsletter Articles**  
Dan indicated that Eric from Central States is recommending setting aside a page in their newsletter for WARN information for the 3 states. Tom Foltz suggested that it might be nice to have a WARN booth (Illinois, Minnesota and Wisconsin) at the Central States conference.

Kevin Morley questioned whether private utilities were allowed to be part of the agreement. Dan responded that Wisconsin only has 1 or 2 privates, with Superior being one of them. They would probably get their help from Minnesota (Duluth), or that any state responding communities would offer help, but then bill them. John MacKinnon questioned whether Superior was a member of WWA. He suggested that someone talk with Superior to see what their expectations are. Kevin raised questions regarding allowing private utilities/entities to participate. Dan responded that we may need to consider intergovernmental agreement, however they may not have voting rights. Dave Lawrence also recognized transient/non-transient systems (trailer parks, etc.) Kevin added that Oregon has addressed who can be on their governing boards/steering committees. Dan added that we do define in our agreement that it refers to public sector agencies.

**6) Other Reports, Actions and/or Activities**

**a. State Agency Initiatives (Gabrielle Peterson)**

The State Lab of Hygiene has expressed interest in being a sponsoring agency

**b. New Sponsoring Organizations (Dan Lynch)**

The League of Municipalities is expected to become a sponsoring agency after they discuss their concerns with Lawrie. Gabrielle will also be working with Emergency Management.

**7) Other Topics (Anyone)**

Senator Wirch's committee tied up the pending legislation. Due to letters to other senators, no attempt was made to pull it from his committee. It is expected to come back however. If it would pass, it would invalidate the efforts WisWARN has put forth.

**8) Next Meeting: Conference Call at 10:00 a.m. (Dan Lynch)**

The next meeting is scheduled as a conference call for April 24, 2008 at 10 a.m. There being no further business to discuss, the meeting was adjourned at 10:59 a.m.

*Respectfully Submitted by:  
Deb Geier, Wausau Water Works*