



WisWARN COMMITTEE
WWA CONFERENCE - KI CONVENTION CENTER
GREEN BAY, WI
SEPTEMBER 12, 2007

1. Roll Call:

Tom Foltz, Kevin Freber, Deb Geier, Kim Halverson, Dan Lynch, Nancy Quirk, Dan Winkler, Gabrielle Peterson. Conference Call: David Denig-Chakroff, Jim Hessling, Carrie Lewis, John MacKinnon, Ed St. Peter. Excused: Steve Elmore, Dale Hexom, Dave Lawrence, Harry Mathos. Gabrielle Peterson and Rob Rude were welcomed as new members of the committee.

2. Approval of Minutes from August 14, 2007

Motion by Nancy Quirk to accept the minutes of the August 14, 2007 meeting. Seconded by Kevin Freber. Motion carried unanimously.

3. Mutual Aid Agreement Sub-Committee (David Denig-Chakroff)

a. Committee Activity Report

Dan Lynch reported that David Denig-Chakroff may step down as chair of the Mutual Aid Agreement Sub-Committee, and that Jim Hessling may be willing to take over.

David Denig-Chakroff joined the meeting via conference call, and advised that he has resigned from Madison Water Utility, and will need to drop off the committee. Jim Hessling was asked to chair the committee. Jim indicated that he felt he may have issues chairing the committee due to work load. Discussion followed on options to develop the agreement and have reviewed. Carrie Lewis offered to work on the agreement, then forward to the Milwaukee City Attorney to review, after which she will forward to Lawrie Kobza for final review.

4. Organizational Structure Sub-Committee (Dan Winkler)

a. Proposed make up of future Steering Committee

i. Number of committee members

Dan Winkler advised that he is determining how to proceed with organization of committee.

ii. Geographic Areas/Organizations

iii. Any Other Requirement to be on Committee

b. Other Proposed Standing Committees

The Steering Committee was discussed. Kim Halverson stated that she felt that by adding more people it will make it more difficult to accomplish tasks. Dan Lynch felt that there should be one or two municipal representatives from each of the Emergency Management districts, along with representatives from WWA, WWOA, WRWA etc., but the Sub-Committee needs to make their recommendation for the full committee to discuss.

The Committee will need to identify any other standing committees such as Website Committee or a committee to oversee the mutual aid agreement and any other committees it feels would be needed.

It was specifically mentioned that Illinois is considering charging dues to participating communities and possibly hiring an executive director. This idea was strongly discouraged by the entire WisWARN Committee.

5. WisWARN Web-Site Sub-Committee (Kevin Freber)

a. Committee Activity Report

Kevin Freber advised that the website went live as of Monday, September 10. The website address is <www.wiswarn.org>. Kevin indicated that there is a lot of work that still needs to be done. Sponsor logos were put on even though there are no formal sponsors at this time. Kevin added that he will forward the access code for the Members Only section. He also noted that the language still references Texas in numerous places. Members were asked to review and send Kevin an email with changes.

6. WisWARN Marketing Sub-Committee (Julia Riley)

a. Develop a method to market WisWARN

b. Speakers, newsletter articles, etc.

Dan Lynch suggested that all committee members look for opportunities to promote WisWARN either by making a presentation at any upcoming events or by getting articles published in professional or trade journals.

c. Power Point Presentation

Dave Lawrence put together a Power Point presentation which Dan Lynch initially presented at the Joint Management Seminar on August 1, 2007 and will use in a presentation at the WWA conference this week. Kevin Freber indicated that he will put a link on the WisWARN website to the Power Point presentation. The presentation is posted on the WWA website as part of the Management Seminar.

d. Brochure Development

Dan Lynch developed a brochure to be used with the Power Point presentation. Comments on the brochure can be forwarded to Kevin Freber or Julia Riley. Tom Foltz put together a poster that is being displayed in the WWA registration area, along with handouts.

7. APWA Emergency Management Committee (Jim Hessling)

a. Liaison Report

Jim Hessling indicated there have been no changes. The APWA Emergency Management Committee continues to work on changing the State Statutes to include water, wastewater and public works agencies in the wording for mutual aid agreements.

8. Other Reports, Actions and/or Activities

a. Sponsors Resolution

A draft sponsors resolution was presented. Suggested changing the wording to Supporting Organization Resolution, since there is no monetary funding requirements, but after discussion the resolution was left as presented. Jim Hessling was asked to bring before APWA for their endorsement. Dave

Lawrence will be asked to bring it to WRWA and everyone was asked to promote it within the organizations in which they are active. Dan Lynch will present the resolution to WWA, Central States and both the Water and Wastewater Divisions of MEG and other professional organizations.

b. New Sponsoring Organizations

i. League of Municipalities

Dan Lynch advised that he will meet with Ed Huck from the Alliance of Cities on September 18.

ii. UW-Extension

No action taken

iii. Wisconsin Department of Health

No action taken

9. New Topics of Concern

a. Future activities and assignments

Funding needs for 2008 were discussed. Gabrielle Peterson indicated that the DNR has allocated \$6000 to the WisWARN Committee.

Kevin Freber was commended for his hard work on developing the website.

David Denig-Chakroff was thanked for his time on the Committee.

**10. Next meeting will be October 11, 2007 at 10 a.m.
Meeting will be at the WRWA building in Plover**

There being no further business to discuss, the meeting was adjourned at 8:40 a.m.

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