

**MINUTES OF THE ONEIDA COUNTY
EMERGENCY MANAGEMENT COMMITTEE MEETING
APRIL 30, 2008**

COMMITTEE MEMBERS PRESENT: Chairperson Larry Greschner, Matt Matteson, David O'Melia, Jack Martinson and Sonny Paszak.

COMMITTEE MEMBERS ABSENT: None.

OTHERS PRESENT: Michael Geiger (TAG Rep), Kevin Schlosser, Doug Duchac, John Ruhnke, Clarence Puza, Ken Kortenhof, Emergency Management Director and Dawn Robinson, Program Assistant.

CALL TO ORDER

Chairman Greschner called the meeting to order at 10:00 a.m. in Committee Room #2 of the Oneida County Courthouse. Chairman Greschner further noted the meeting notice had been posted and mailed in accordance with the Wisconsin Open Meeting Law. Chairman Greschner noted accommodations would be made for handicap accessibility.

APPROVE AGENDA/MINUTES OF PREVIOUS MEETING

MOTION: To approve the Agenda.

Discussion on motion:

It was mentioned the Notice of Posting on the agenda indicated Doug Hall, former Chairperson, not Larry Greschner, current Chairperson.

MOTION: To correct the Notice of Posting on agendas to Larry Greschner (Matteson/Martinson, PASSED).

MOTION: To approve the Agenda (Matteson/Martinson, PASSED).

INTRODUCTIONS

Introductions were conducted. The Emergency Management Director provided Martinson and Paszak with Department Overview Binders and an introduction of department programs.

10:05 a.m. TAG representative attended the meeting and was introduced.

APPROVE PREVIOUS MEETING MINUTES

MOTION: To approve the March 27, 2008 Committee Meeting Minutes (Matteson/O'Melia, PASSED, Martinson and Paszak abstained).

SCHEDULE COMMITTEE MEETING DATE(S)

The Committee discussed which day of the month to schedule/conduct meetings and discussed May's department calendar. The next meeting was scheduled for Tuesday, May 27, 2008 at 10:00 a.m., meeting location to be determined.

REPORTS FROM SACRED HEART-ST. MARY'S HOSPITAL AND HOWARD YOUNG MEDICAL CENTER

Schlosser provided the financial report of Sacred Heart-St. Mary's for the month of March, Exhibit #1.

Duchac provided the maintenance report of Sacred Heart-St. Mary's for the month of March, Exhibit #2. Mileage and fuel logs were discussed.

MOTION: To accept the March financial report and maintenance report of Sacred Heart-St. Mary's Hospital (O'Melia/Martinson, PASSED).

Schlosser provided the financial report of Howard Young for the month of March, Exhibit #3.

Ruhnke provided the maintenance report of Howard Young for the month of March, Exhibit #4.

MOTION: To accept the March financial report and maintenance report of Howard Young Medical Center (O'Melia/Martinson, PASSED).

HAZMAT TEAM REPORT

Puza explained HazMat operations, trainings, requests, billing procedures and provided the HazMat Team Report, Exhibit #5.

MOTION: To accept the HazMat Team Report (O'Melia/Paszak, PASSED).

DIRECTOR'S REPORT

2007 Ambulance Service:

The Emergency Management Director presented the '2007 Oneida County Ambulance Service Summary Report', Exhibit #6.

There was discussion regarding: expenses and revenues, subsidies, cost of ambulance service, fee schedules and ambulance locations throughout the county.

Municipal Public Safety Meeting:

Meeting was conducted on April 24, 2008, approximately eleven Townships were not represented, officials present received updates to their Emergency Response Plans and GIS and Damage Assessment presentation was given. The Emergency Management Director indicated a presentation would be given to the Towns Association Meeting in May 2008 and would try to meet with Townships who did not receive their Emergency Response Plan updates.

Storm Spotter Class:

Classes will teach individuals on cloud formations and how to report weather accurately to the National Weather Service. Classes are scheduled for:

April 30, 2008, 6:30 p.m. in Eagle River (Lincoln Town Hall)

May 1, 2008, 9:00 a.m. in Rhinelander (Law Enforcement Center) and

May 1, 2008, 6:30 p.m. in Woodruff (Woodruff Town Hall)

There was discussion regarding ARES (Amateur Radio Emergency Service) members reporting severe weather.

Current Department Projects:

Public Safety Radio System: the Public Safety Radio System is used by various agencies (EMS, Fire, Law, etc.) to communicate with each other and the 911 Centers during an emergency and day-to-day operations. The Director gave an update on all tower sites and equipment installations. The Director is currently working on a Cut-Over Plan (switching from the old system to the new system) and will present the Cut-Over Plan to the Emergency Responders at the May Fire Chief's and Emergency Services Meeting in Woodruff.

There was discussion regarding the NEWCOM (Northeast Wisconsin Communication) Group and the county's Public Safety Radio Project. The Director explained how the County's project fit in as a part of NEWCOM. There was discussion regarding Vilas County's Public Safety Radio System upgrade.

ARES (Amateur Radio Emergency Services): The Director gave a brief overview of the Northwoods ARES Program, explaining the value of amateur radio personnel in storm spotting and other Emergency Management related activities. Some used equipment from the county's existing Public Safety Communication System will be used to upgrade the current ARES communication equipment. The Director indicated fourteen ARES members checked into an established ARES Weather Net during last week's severe thunderstorm warning and fifteen took part in the Statewide Tornado Test.

Small Command Post: Currently the Department is refurbishing an old ambulance to be used as a small command post. The Command Post will have two workstations for such activities as Damage Assessment, Search and Rescue and other Emergency Management related activities. Money has been designated to pay for the refurbishment from the Manitowish Waters HazMat response. There was discussion regarding EPA Grant reimbursement.

Replacement of fax machine:

The Department fax machine required replacement at a cost of approximately, \$180.00 to be taken from the Department budget.

MOTION: To authorize the Emergency Management Director to replace the department's fax machine (O'Melia/Martinson, PASSED).

UPDATE OF THE LOCAL EMERGENCY PLANNING COMMITTEE

Next meeting is scheduled in June.

MONTHLY BUDGET REVIEW

The Emergency Management Director referred to the department's monthly budget, Exhibit #7, and provided explanations. There was discussion on subsidies.

MOTION: To accept the monthly budget review (O'Melia/Matteson, PASSED).

BILLS, VOUCHERS AND LINE ITEM TRANSFERS

The Emergency Management Director provided the monthly bills, vouchers, line item transfers and expense voucher summary sheet, Exhibit #8. Personal expenses vouchers were presented and signed.

MOTION: To approve the bills, vouchers, line item transfers and expense voucher summary sheet (O'Melia/Matteson, PASSED).

PUBLIC COMMENT

No public comment was given.

ITEMS FOR FUTURE AGENDAS

The Committee members would like to see and/or visit the following: HazMat Building, a tower site, small command post and an ambulance.

ADJOURN

10:55 a.m. MOTION: To adjourn the meeting (O'Melia/Paszak, PASSED).

Larry Greschner, Chairman

Dawn Robinson, Program Assistant