

**MINUTES OF THE ONEIDA COUNTY
EMERGENCY MANAGEMENT COMMITTEE MEETING
October 22, 2008**

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

COMMITTEE MEMBERS ABSENT: Sonny Paszak was excused.

OTHERS PRESENT: Kevin Schlosser, 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 the Community Room of the Oneida County Law Enforcement Center. 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 and allow the Chairman to move around on agenda as needed (Martinson/Matteson, PASSED).

There was discussion regarding signature of meeting minutes.

MOTION: To take action on the September 24, 2008 meeting minutes at next months meeting (Matteson/O'Melia, PASSED).

SCHEDULE COMMITTEE MEETING DATE(S)

The next meeting was scheduled for November 18th, 2008 at 10:00 a.m.

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 September, Exhibit #1. There was discussion regarding ambulance budget and contingency fund.

Schlosser provided the maintenance report of Sacred Heart-St. Mary's for the month of September, Exhibit #2. Inspections are conducted on new ambulances.

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

Schlosser provided the financial report of Howard Young for the month of September, Exhibit #3 and provided the maintenance report of Howard Young for the month of September, Exhibit #4. A four-wheel drive ambulance will be utilized at Howard Young.

MOTION: To accept the September financial report and maintenance report of Howard Young Medical Center (Martinson/Matteson, PASSED).

HAZMAT TEAM REPORT

Puza provided the HazMat Team Report, Exhibit #5. A suggestion was made to schedule a Committee meeting during an exercise to allow members to observe equipment/procedure.

DIRECTOR'S REPORT

Discuss WEMA Conference/Long Term Power Outage Exercise:

The WEMA (Wisconsin Emergency Management Association) Conference will conduct a rural long-term power outage exercise. The four hospitals (St. Mary's, Howard Young, Sacred Heart and Eagle River Memorial) are scheduled to participate in a similar exercise beginning on December 1, 2008 through December 3, 2008. On December 3, 2008 the County will participate in the exercise by opening the Emergency Operations Center (EOC).

MONTHLY BUDGET REVIEW

The Emergency Management Director referred to the department's monthly budget, Exhibit #6. Ambulance budget, continuing appropriations account, line item transfers and the SARA account were addressed.

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 #7.

Line Item Transfer sheet was provided, Exhibit #8, listing four transfers for the following; Ambulance Act 102 Funds, HazMat training, computer purchased from a state grant and a printer/docking station for a laptop.

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

PUBLIC COMMENTS

December meeting dates were discussed.

ITEMS FOR FUTURE AGENDAS

Develop agenda at Emergency Management Director's discretion.

ADJOURN

10:43 a.m. MOTION: To adjourn the meeting (O'Melia/Greschner, PASSED).

Larry Greschner, Chairman

Dawn Robinson, Program Assistant