

**MINUTES OF THE ONEIDA COUNTY
EMERGENCY MANAGEMENT COMMITTEE MEETING
FEBRUARY 24, 2010**

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

OTHERS PRESENT: Doug Duchac, Jeff Freese, Clarence Puza and Ken Korten Hof, Emergency Management Director.

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, stated the meeting notice had been posted and mailed in accordance with the Wisconsin Open Meeting Law and noted accommodations would be made for handicap accessibility.

APPROVE AGENDA/MINUTES OF PREVIOUS MEETING

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

MOTION: To approve the January 26, 2010 Committee Meeting Minutes (Martinson/Matteson).

Discussion on motion:

Matteson referred to the motion to authorize the Emergency Management Director to travel to Washington D.C. Matteson voted no.

Both the first (Martinson) and the second (Matteson) agreed to amend the motion.

MOTION: To amend the January 26, 2010 Committee Meeting Minutes with the voting correction (Martinson/Matteson, PASSED).

MOTION: To approve the minutes as amended (O'Melia/Matteson, PASSED).

SCHEDULE COMMITTEE MEETING DATE(S)

The Committee scheduled the next two meetings for March 24, 2010 (at the courthouse) and April 28, 2010 (location to be determined) at 10:00 a.m.

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

Duchac provided the financial report and the maintenance report of Sacred Heart-St. Mary's for the month of January, Exhibit #1 and Exhibit #2.

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

Freese provided the financial report and maintenance reports of Howard Young for the month of January, Exhibits #3 and #4. All Howard Young ambulances are reflected onto one financial report and one maintenance report.

Maintenance bills were discussed.

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

HAZMAT TEAM REPORT

Puza provided the HazMat Team Report, Exhibit #5.

DIRECTOR'S REPORT

2009 Ambulance Service Summary:

The Committee was provided with the '2009 Oneida County Ambulance Service Summary Report', Exhibit #6. The report reflects vehicle location and equipment, ambulance run history, financial history and 2009 Financial Statement, revenue and expense, totals with contracted townships.

Referring to the 2009 Financial Statement Table, the Director indicated Capital Equipment should be listed in place of Ambulance Replacement.

Rotation Explanation: Ambulance fleet rotation was addressed and upon review of first-out response, the intercept vehicle idea is no longer being considered.

Expense Explanation: Based upon ambulance expenses, contracted townships are required to pay a percentage based on their equalized value. The dollar amount fluctuates each year.

Subsidy Explanation: Hospitals bill insurance companies and/or responsible parties for services. The remaining balance, *not paid* by insurance companies and/or responsible parties, is the subsidy amount the County pays to hospitals.

Multi-purpose Building Update:

A building on Highway C, in the Town of Stella, was considered for a storage area but it was determined the building would not meet county needs. There was discussion regarding a scaled-down report/proposal and cost.

HazMat Stakeholders Group Update:

Next meeting is scheduled for March 18th in Madison and the group is reviewing/revising the HazMat system.

Continuing Appropriations Account(s):

Establish an Ambulance Continuing Appropriations account for line item #52310.581201 'Grants to Institutions' to carry Act 102 money over each year. Act 102 monies are specifically targeted to hospitals with the account being maintained by the department.

MOTION: To establish a Continuing Appropriations Account for line item #52310.581201, named 'Grants to Institutions' (O'Melia/Martinson, PASSED).

2009 Budget Closeout:

The Director provided the 'Emergency Management Line Item Transfers for 2009 Budget Close-Out', Exhibit #7. There were no concerns.

MOTION: To approve the 2009 Budget Closeout (O'Melia/Paszak, PASSED).

Governor's Conference on Emergency Management:

The Governor's Conference on Homeland Security and Emergency Management is scheduled for March 30th and March 31st, 2010, with both the Director and the Program Assistant attending the Conference. The Director would like to offer an invite to one of the Deputy Directors. Committee agreed.

The Chairman indicated the Director provided a presentation to the Comprehensive Planning Committee on department services/programs.

The Chairman referred to the NCWRPC Long Term Power Outage Regional Planning Workshop, Exhibit #8, scheduled for March 16th and asked if the Director would be in attendance, he is. The Director explained he is involved with the Long Term Power Outage Tabletop Exercise scheduled in Rhinelander.

UPDATE OF THE LOCAL EMERGENCY PLANNING COMMITTEE

Next meeting is scheduled for June. HazMat Bylaws and Standard Operating Procedures will be addressed.

MONTHLY BUDGET REVIEW

The Emergency Management Director referred to the department's monthly budget, Exhibit #10. The Committee recommended providing a *quarterly* budget review to save budget costs and add 'Reports/Correspondences' on future agendas.

BILLS, VOUCHERS AND LINE ITEM TRANSFERS

The Emergency Management Director provided the monthly bills, vouchers, line item transfers and expense voucher summary sheet, Exhibit #9, #10 and #11.

A brief break was permitted to allow the Director to gather vouchers.

One line item transfer for HazMat Training, Exhibit #11.

MOTION: To approve the line item transfer (Greschner/Matteson, PASSED).

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

PUBLIC COMMENTS

A citizen in the Town of Lynne is looking to replace a 1968 fire engine. The Director will contact the Town of Lynne (Willow) Fire Chief.

ITEMS FOR FUTURE AGENDAS

Revise agenda to reflect Quarterly Reports and list Reports/Correspondences.

ADJOURN

Time a.m. MOTION: To adjourn the meeting (O'Melia/Martinson, PASSED).

Larry Greschner, Chairman

Dawn Robinson, Program Assistant