

**MINUTES OF THE ONEIDA COUNTY  
EMERGENCY MANAGEMENT COMMITTEE MEETING  
MARCH 23, 2009**

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

**OTHERS PRESENT:** Doug Duchac, Jeff Freese, Clarence Puza, Ken Kortenhof, Emergency Management Director and Dawn Robinson, Program Assistant.

**CALL TO ORDER**

Chairman Greschner called the meeting to order at 10:30 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 (Paszak/Matteson, PASSED).

**MOTION:** To approve the February 25, 2009 Committee Meeting Minutes (Matteson/Martinson, PASSED).

**AMBULANCE SERVICE ADJUSTMENT**

The Emergency Management Director is working with both hospitals to identify cost-sharing options and should have more information in August/September of this year. Contracts have been reviewed.

The Director explained the ambulance service adjustment pertains to the Town of Nokomis and stated Nokomis passed a motion to have a county ambulance stationed out of their municipal/fire department building with service beginning in June. The Emergency Management Director stated the Contract adjustment between the County and hospitals have been approved by the Hospitals. The Director and the Chairman will be meeting with the Town of Arbor Vitae Officials to explain the ambulance service adjustments. Additional notice will be given to other Municipalities that contract with Oneida County for ambulance service.

A question rose as to whether the county would be dispatching for the City of Rhinelander Ambulance Program. There was discussion regarding response times, county transporting within City limits and jurisdictional boundaries. The following questions/concerns were discussed; response time when a city resident or an assisted living facility (within the City) is waiting for the City's ambulance to respond when a county ambulance may be closer, mutual aid, dispatching, stake holders not included in the planning/decision-making process, and loss of revenue. Dispatching city ambulances has not been addressed at the Law Enforcement & Judiciary Committee level. The City of Rhinelander will be purchasing their own ambulances.

The Chairman requested a meeting with the Rhinelander City Officials and the Sheriff to address the issue further. The Committee agreed to invite City officials to the next meeting to address issues.

### **DEPARTMENT SPACE NEEDS**

A joint request from Emergency Management and the Sheriff's Department was made to the Building & Grounds Committee to consider a resolution evaluating needs and developing plans for additional garage space at the Law Enforcement Center. There was discussion regarding contingency funds and bids.

### **SCHEDULE COMMITTEE MEETING DATE(S)**

The next meeting was scheduled for April 22, 2009 at 10:00 a.m.

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

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

Freese stated an adjustment was made to the January Financial Report, provided the financial report of Howard Young for the month of February, Exhibit #3, and the maintenance report of Howard Young for the month of February, Exhibit #4.

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

### **HAZMAT TEAM REPORT**

Puza provided the HazMat Team Report, Exhibit #5.

### **DIRECTOR'S REPORT**

#### *Esponder Service Acknowledgement Notice:*

Esponder is sponsored by Homeland Security and allows Emergency Management to communicate between numerous Emergency Operation Centers (EOC's). The State is now required to have each county sign an Acknowledgement Notice of Understanding stating each county acknowledges a portion of the Homeland Security grant money is used for Esponder could be passed onto them. Corporation Counsel was consulted and reviewed the acknowledgement notice.

MOTION: To authorize the Emergency Management Director to sign the Esponder Service Acknowledgment Notice (Greschner/Paszak, PASSED).

#### *Ambulance Service Agreement Amendment:*

Director Korten Hof presented Attachment D, Service Area, Exhibit #6, of the Ambulance Service Agreement, and Amendment to Ambulance Service Agreement Between Oneida County and Sacred Heart-Saint Mary's Hospital, Inc. and Howard Young Medical Center Inc., Exhibit #7, and explained the changes made by the Hospitals from

the agreement presented at the previous meeting. Director Kortenhof requested the Committee re-approve the agreement change.

MOTION: To approve Attachment D, Service Area and Amendment to Ambulance Service Agreement Between Oneida County Sacred Heart-Saint Mary's Hospital Inc. and Howard Young Medical Center Inc. (Matteson/Paszak, PASSED).

*AED Purchase:*

The Director explained AED's (automated external defibrillator) are budgeted for 2009 and Physio-Control submitted a quote to replace ambulance defibrillators. The Director consulted with Corporation Counsel regarding equipment being compatible with existing equipment and discussed utilizing the same vendor. Since AED's are considered unique special equipment, the county is not required to put equipment out on bid.

MOTION: To approve the AED purchase in the amount of \$104,829.00 (Matteson/Martinson, PASSED).

*2008 Ambulance Service Summary Report:*

The 2008 Oneida County Ambulance Service Summary Report, Exhibit #8, was provided. The exhibit addressed vehicle location, equipment, ambulance run history, financial history (calculations based on equalized values) and financial statement information for 2008.

*Ambulance Service Letter:*

All County Board of Supervisors received a letter from LJH Ambulance, Exhibit #9, extending an offer to provide ambulance service. The Director provided members with a copy of the Chairman's response letter, Exhibit #10, explaining the County has contracted with local hospitals through 2012.

**MONTHLY BUDGET REVIEW**

The Emergency Management Director referred to the department's monthly budget, Exhibit #11.

**BILLS, VOUCHERS AND LINE ITEM TRANSFERS**

The Emergency Management Director provided the monthly bills, vouchers, line item transfers and expense voucher summary sheet, Exhibit #12.

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

**PUBLIC COMMENTS**

No public comment was given.

It was noted elected officials are not permitted to speak under 'public comment' while attending their represented Committee of Jurisdiction meeting.

**ITEMS FOR FUTURE AGENDAS**

Develop agenda at Emergency Management Director's discretion.

**ADJOURN**

**11:45 a.m.** MOTION: To adjourn the meeting (Martinson/O'Melia, PASSED).

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Larry Greschner, Chairman

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Dawn Robinson, Program Assistant