

**MINUTES OF THE ONEIDA COUNTY
EMERGENCY MANAGEMENT COMMITTEE MEETING
APRIL 22, 2009**

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

OTHERS PRESENT: Samantha Hernandez (Lakeland Times), Sheriff Hoffman, City of Rhinelander Mayor Dick Johns, Bill Bell (City Administrator), Terry Williams (Rhinelander Fire), 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 10:00 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 (Martinson/Matteson, PASSED).

MOTION: To approve the March 23, 2009 Committee Meeting Minutes (Paszak/Matteson, PASSED).

AMBULANCE SERVICE

Reference was made to the County ambulance stationed in Town of Nokomis, Med 4, tentatively scheduled to begin operations on June 1, 2009.

Chairman Greschner, the Emergency Management Director and the Howard Young Ambulance Manager attended the April 15th Arbor Vitae Town Board Meeting to inform/discuss and explain increased contributions to the county's ambulance service program. The Town of Arbor Vitae stated they were pleased with the County's ambulance service and would continue to contract for service.

Chairman Greschner felt the City of Rhinelander should be paying an annual cost for dispatch services for ambulance calls and expressed displeasure with the City of Rhinelander Officials not involving the Emergency Management Committee during their planning process.

The Emergency Management Director met with City of Rhinelander Officials (Fire Chief, Assistant Fire Chief, City Administrator and both Ambulance Managers) to discuss ambulance response to facilities within a close proximity to St. Mary's Hospital. The Director provided Exhibit #1, Ambulance Service Agreement, identifying response areas and mutual aid.

10:05 a.m. City Officials attended the meeting.

Introductions were made, the Chairman reiterated previous statements/comments to City officials and copies of Exhibit #1 were provided. If the Emergency Management Committee approves Exhibit #1, the Director suggests forwarding the Ambulance Service Agreement onto the City for action.

There was discussion regarding fire department/ambulances roaming, conducting inspections, financial studies and if the City ambulance service would be a stand-alone service. The Rhinelander Fire Chief explained a shift commander would send an ambulance based upon location of the call.

The Emergency Management Director explained mutual-aid would be beneficial to both the County and the City to help back-up each ambulance service.

Dispatching of City ambulances was discussed. In order for the County to dispatch City ambulances, ESN Zones would need to be changed on Dispatch computers. ESN Zones identify jurisdictional agencies to be paged. Municipal dispatching fees and loss of revenue were discussed.

The issue of County dispatching City ambulances has not been addressed at the Law Enforcement & Judiciary Committee level and the Sheriff explained the Intergovernmental Policy in which the County Board of Supervisors approved the County to dispatch for the City during evening hours.

Loss in revenue and cost of providing service were discussed. It was noted, figures would not be available until August/September.

The City Mayor referred to a 2007 Response Survey conducted by the University of Oshkosh for the months of July through September. Information gathered in the survey involved ambulance response times recorded by dispatchers (listed in red) and City of Rhinelander response times (listed in green). There was discussion. For the record, no document was provided for minutes.

Matteson expressed concern with the City and the County not working together during the planning process and wished the County could have been more involved. Matteson referred to Exhibit #1 and felt the closest ambulance should respond.

The City Administrator indicated it is the City's responsibility to respond to requests within their jurisdiction and affirmed the City can meet ambulance needs.

There was discussion regarding response times, mutual-aid requests and County dispatching for Minocqua/Woodruff area.

The Mayor referred to an ambulance request in which both the City and the County responded and questioned why the County ambulance responded. The Emergency Management Director explained Dispatchers cannot determine the health of person and need an EMT (Emergency Medical Technician) to do so. In which, Dispatchers page both an ambulance and the 1st responders. The patient/individual can sign-off with the

County if they wish not to be transported. It was explained, 1st responders cannot transport patients. The Emergency Management Director referred to Exhibit #1, Ambulance Service Agreement for response.

The Rhinelander Fire Chief referred to the University of Oshkosh survey discussion and indicated there are significant time differences typically when Med 1 is out on a call and when Med 2 is paged out. The Chief referred to the comment of having the closest agency respond to an ambulance request and stated the City could respond to outlying townships but are choosing not to.

Chairman Greschner stated there are two Townships paying Minocqua Dispatch for services and feel the City of Rhinelander should be paying the County for similar service. The Mayor indicated the Town of Minocqua chose not to have the County dispatch. There was discussion regarding Minocqua Dispatch being a back up to the County Dispatching System.

O'Melia expressed concern with two entities covering same response area and felt the responding agency should either be the City or the County.

MOTION: To approve the Ambulance Service Agreement and forward Agreement onto the City of Rhinelander for approval (Greschner/Martinson).

Discussion on motion:

There was discussion regarding charging based upon population, City being charged more and trade-offs. Billing was explained. O'Melia took the position there should only be one responding agency, not two. The Chairman took the position if the City goes forward with providing an ambulance service, the City should be responsible for response within the City of Rhinelander. The Rhinelander Fire Chief stated if the City takes responsibility to provide an ambulance service, then City ambulances should respond to all calls within the City's jurisdiction.

MOTION: To approve the Ambulance Service Agreement and forward Agreement onto the City of Rhinelander for approval (Greschner/Martinson). On a roll call vote: Greschner 'no', O'Melia 'no', Martinson 'no', Paszak 'no' and Matteson 'no'. The motion failed unanimously.

Liability concerns were expressed and discussed.

The Fire Chief explained there are areas/times where the fire department would request Med 1 immediately. If an accident occurred on Highway 8/47, the Rhinelander Fire Department can comfortably respond with the number of personnel they have and are able to control the scene but could not transport more people than the first out ambulance can do. There was discussion regarding mutual aid assistance with an example of Med 1 responding to a call in Pine Lake and a second call on County P Pelican in which, the City ambulance could respond.

There was discussion regarding the County and the City working together to develop a mutual aid agreement and having language cited into Operational Plans. The City's ambulance program is tentatively set to begin January 1, 2010. The Emergency Management Director reiterated the County would continue to provide ambulance service to the City until the City is ready to provide it.

Chairman Greschner reiterated his displeasure with City Officials not approaching the Emergency Management Committee on the issue.

City officials were thanked for their attendance and left the meeting at 10:54 a.m.

SCHEDULE COMMITTEE MEETING DATE(S)

The next meeting was scheduled for May 27, 2009 at 10:00 a.m.

O'Melia was excused and left the meeting at 10:57 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 March, Exhibit #2.

Duchac provided the maintenance report of Sacred Heart-St. Mary's for the month of March, Exhibit #3. While Med 12 was responding to a call, there was a problem with the motor and was brought to Roberts Repair. The problem could not be duplicated or fixed and Roberts Repair did not charge for labor while attempting to duplicate the problem.

Upon discussion, the Committee decided mileage per gallon (MPG) information could be identified at the end of the year verses being reported monthly and the amount of copies provided to Committee members could be reduced to two copies (one copy for the Emergency Management Director and one copy for the minutes).

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

Freese provided the financial and maintenance reports of Howard Young for the month of March, Exhibit #4 and Exhibit #5.

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

HAZMAT TEAM REPORT

Puza provided the HazMat Team Report, Exhibit #6.

DIRECTOR'S REPORT

2008 Emergency Management Annual Report:

The department annual report was provided, Exhibit #7.

MOTION: To approve the 2008 Emergency Management Annual Report and forward it onto the County Board (Paszak/Martinson, PASSED).

MONTHLY BUDGET REVIEW

The Emergency Management Director referred to the department's monthly budget, Exhibit #8. The Director indicated the department is waiting to receive radio grant reimbursements.

MOTION: To accept the monthly budget review (Martinson/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 #9 and Exhibit #10.

One Line Item Transfer for HazMat training, Exhibit #10. There were two personal expense vouchers.

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

PUBLIC COMMENTS

No public comment was given.

The Director mentioned the Department Annual Report would be listed on the May County Board agenda, added he was asked to provide an ambulance service presentation, and thanked the Committee for their support of the Department Space Need Assessment Resolution.

ITEMS FOR FUTURE AGENDAS

Develop agenda at Emergency Management Director's discretion.

ADJOURN

11:18 a.m. MOTION: To adjourn the meeting (Paszak/Martinson, PASSED).

Larry Greschner, Chairman

Dawn Robinson, Program Assistant

Sonny Paszak, Vice Chairman