

**MINUTES OF THE ONEIDA COUNTY
EMERGENCY MANAGEMENT COMMITTEE MEETING
JULY 21, 2010**

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

COMMITTEE MEMBERS ABSENT: Dave O'Melia was excused.

OTHERS PRESENT: Terry Williams (Rhineland Fire), Bill Bell (City of Rhineland Administrator), Doug Duchac, Jeff Freese, Ken Kortenhof, Emergency Management Director and Dawn Robinson, Program Assistant.

CALL TO ORDER

Chairman Greschner called the meeting to order at 10:33 a.m. at the Oneida County Law Enforcement Center, Community Room, 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

MOTION: To approve the Agenda and allow the Chairman to move around on the agenda (Matteson/Paszak, PASSED).

CITY AMBULANCE SERVICE

Chief Williams (Rhineland Fire) and Bell (City Administrator) were invited and were asked for an update of the city ambulance service.

A Mutual Aid Assistance Overview, Exhibit #1, was presented addressing ambulance calls, county ambulance service, mutual aid assistance, billing and reimbursement and written mutual aid agreements. It is anticipated the City of Rhineland will begin providing citywide ambulance service on August 16, 2010 at 10:00 a.m.

The Rhineland Fire Chief credited working relations with the County Emergency Management Director and the St. Mary's Ambulance Manager. The Chief shared the following information: received State approval for the license, billing and software company scheduled for August 1st and both the paramedic testing and the state annual inspection are scheduled for August 12th. The Chief affirmed patient care is a priority that is why the mutual aid agreement is beneficial for both the city and the county.

There was discussion regarding patients refusing to be transported verses being transported. Both the Emergency Management Director and the Rhineland Fire Chief will address this issue together at the County's Fire Chief's meeting.

APPROVE MINUTES OF PREVIOUS MEETING

MOTION: To approve the June 23, 2010 Committee Meeting Minutes (Matteson/Martinson, PASSED).

SCHEDULE COMMITTEE MEETING DATE(S)

The next meeting was scheduled for August 25, 2010 at 10:30 a.m.

COMMITTEE VICE CHAIRPERSON

Nominations were taken. Matt Matteson accepted nomination.

MOTION: To close nominations (Martinson) no second is required, all ayes.

MOTION: To appoint Matt Matteson as the Emergency Management Committee Vice Chairperson (Paszak/Martinson, PASSED).

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 June, Exhibit #2 and Exhibit #3. Financial calculations reflected transports within the City of Rhinelander limits.

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

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

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

HAZMAT TEAM REPORT

Reports will be given verbally.

Goeldner is the HazMat Chief (and Deputy Director) and Waydick is the Assistant HazMat Chief. EVOC (Emergency Vehicle Operator Course) training (driving HazMat vehicles) was conducted and the department started receiving equipment from the HazMat Grant.

DIRECTOR'S REPORT

HazMat Training Grants:

Grant procedures were discussed.

MOTION: To allow the Emergency Management Director to apply for HazMat Training Grants for 2010 and 2011 (Matteson/Paszak, PASSED).

HazMat Building:

A *draft* River Street Storage Facility Recommendations document was presented, Exhibit #6, and a copy of the document was provided to the Building & Grounds Director. The document references current facility description and prioritizes three projects listing funding years.

The Department on Aging Director has agreed to allow Emergency Management/HazMat Team to use a portion of the Department on Aging area.

The Committee agreed, the Buildings & Grounds Department should evaluate the condition of the doors and check with the Department on Aging Director to see if monies are available to assist with expenses.

At the July 19th Building & Grounds meeting, the Committee tabled the River Street discussion.

There was discussion regarding the Committee and the Sheriff, and/or Chief Deputy, should visit the new Pine Lake Town Shop to view the cold storage and the office space.

Hazard Mitigation Plan:

A draft plan was provided to the Committee, Exhibit #7, to review. The State critiqued the plan and forwarded the plan onto FEMA for review. A public hearing has been scheduled for August 25th at 10:15 a.m., the Emergency Management Committee may take action on the plan, and forwarded it to the County Board of Supervisors for adoption.

Townships and the City can either adopt the plan after a disaster occurs or can adopt the plan right away. The Committee felt each Town Chairperson should be notified of the public hearing.

Emergency Management Institute Training:

Portage County Officials, the Regional Director and the Vilas County Emergency Management Director are attending a scenario-based training (specific to Portage County) in Emmitsburg, Maryland on October 25-28, 2010. The Director was asked to participate in the training as he has in the past. Since this is an out-of-state training, travel expenses have to go to the Finance Committee for approval. FEMA pays all expenses except for wages and some meals.

MOTION: To authorize the Emergency Management Director to attend the Emergency Management Institute Training the week of October 25th, 2010 (Greschner/Matteson, PASSED).

2011 Staffing Request:

Request is for the following LTE positions: HazMat Chief, HazMat members and both Deputy Directors. The previous HazMat Chief's salary was divided in half with one-half of monies allocated to the new HazMat Chief's salary and the other-half of monies allocated to both Deputy Directors salaries.

MOTION: To approve the 2011 Staffing Request and forward request onto the Labor Relations Employee Services (LRES) Department (Greschner/Martinson, PASSED).

Alternate Emergency Operations Center Location:

An onsite visit of the Lake Tomahawk Sanitary District was conducted. Due to the district's DSL capabilities, controlled access and generator backup power, the District may serve as an alternate Emergency Operations Center (EOC) facility. The County received a radio grant that could be used to update the communication equipment in the building, meeting the needs of an EOC.

The Director would like to meet with the Lake Tomahawk Sanitary District to discuss specifics.

MOTION: To allow the Emergency Management Director to move forward with the Lake Tomahawk Sanitary District use as an alternate Emergency Operations Center (Matteson/Paszak, PASSED).

Full-Scale Airport Exercise:

A full-scale exercise is scheduled for Aug 11th, 2010 at 6:00 p.m. at the Rhinelander-Oneida County airport. A planning meeting is scheduled for 2:00 p.m. today.

Ambulance Purchase:

The Director referred to the Request for Proposal (RFP) for the 2010 ambulance purchase and provided a photograph of an example of a van-style ambulance the county would like to purchase, Exhibit #8. The new van-style ambulance would be stationed in Nokomis and would provide fuel savings. Nokomis staff recommended the van-style ambulance and have test-driven a similar style ambulance. A tentative outline of RFP deadlines were discussed as follows: RFP released on July 23rd, RFP's due back into the department by Aug 23rd and Committee approval August 25th.

Corporation Counsel is currently reviewing the RFP and has some suggestions.

There was discussion regarding the 2010 Budget, the model chassis listed in the RFP and possible group ambulance purchases for cost-savings.

MOTION: To approve the Request for Proposal contingent upon Corporation Counsels suggestions (Matteson/Paszak, PASSED).

Correspondence for Committee Member Information Only:
None.

BILLS, VOUCHERS AND LINE ITEM TRANSFERS

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

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

PUBLIC COMMENTS

There was discussion regarding broadband, tower grants and towers.

ITEMS FOR FUTURE AGENDAS

Department budget, RFP and All Hazard Mitigation.

ADJOURN

11:51 a.m. MOTION: To adjourn the meeting (Paszak/Matteson, PASSED).

Matt Matteson, Chairman

Dawn Robinson, Program Assistant