

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

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

OTHERS PRESENT: Tom Waydick (Rhineland 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, 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 November 18, 2009 Committee Meeting Minutes (Matteson/Martinson, PASSED).

SCHEDULE COMMITTEE MEETING DATE(S)

The next meeting was scheduled for January 26th, 2010 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 November, Exhibit #1 and Exhibit #2.

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

Freese provided the financial report and maintenance reports of Howard Young for months of November, Exhibit #3, Exhibit #4 and Exhibit #5.

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

HAZMAT TEAM REPORT

Puza provided the HazMat Team Report, Exhibit #6.

MOTION: To accept the HazMat Team Report (O'Melia/Matteson, PASSED).

DIRECTOR'S REPORT

HazMat Chief Position:

The Chief will be retiring at the end of June 2010 and the position is considered LTE (Limited Term Employee). It was noted, the Department is exempt from the county's six-month vacancy/waiting period policy. LRES (Labor Relations and Employee Services) will be notified of the vacancy.

MOTION: To approve filling the HazMat Chief position and forward motion onto LRES for their consideration (O'Melia/Matteson, PASSED).

HazMat Stakeholders Committee:

The State is developing a group of people to review/reorganize HazMat teams in the state. In which, the Emergency Management Director was asked to be a member and represent the northern portion of the state. Benefits of being a part of the group/committee were discussed. The first meeting is scheduled for January 27th, 2010 in Madison.

MOTION: To allow the Emergency Management Director to be a member of the HazMat Stakeholders Committee (Martinson/Paszak, PASSED).

Storage Garage:

The Committee discussed how the item should be listed on the agenda and it was decided, the project would be listed as the Oneida County Multi-purpose Building since the building would be housing multiple county department vehicles. Medical Examiner storage and fuel tank installation were discussed.

There is a FEMA grant available to construct an Emergency Operation Centers (EOC) and there was discussion if construction of an EOC could be located in the multi-purpose building. Grant deadline date is January 15th, 2010. The Emergency Management Director and members of the Sheriff's Department would write the grant. Grant copies have been provided to both the Chief Deputy and the Building & Grounds Director.

MOTION: To authorize the Emergency Management Director to apply for the FEMA Grant to construct an Emergency Operations Center (Greschner/O'Melia, PASSED).

Correspondence for Committee Member Information Only:

The Emergency Management Director would like to apply for an exercise grant to conduct an Airport exercise, which would include the use of MABAS (Mutual Aid Box Alarm System). Grant monies would be used to reimburse staff wages and volunteers for their time. No county match is required.

The Committee stated the Director has the authority to look for grant opportunities and proceed accordingly in which the county could benefit from without Committee approval. However, if a grant deals with a position, then the issue has to be addressed with the County Board of Supervisors.

The Airport/MABAS Tabletop Exercise will be scheduled for April 28th, 2010.

The Narrowband issue/plan will be addressed at the Fire Chief's Meeting. It was originally going to be discussed at a Public Safety Meeting on December 9th, 2009 but the meeting was cancelled due to weather.

The Director addressed tower/antenna installation, tower request process and vacation schedule.

UPDATE OF THE LOCAL EMERGENCY PLANNING COMMITTEE

The next meeting is scheduled for January 13, 2010 1:30 p.m. at the Oneida County Law Enforcement Center.

MONTHLY BUDGET REVIEW

The Emergency Management Director referred to the department's monthly budget, Exhibit #7.

It was explained the Contingency Fund covers any overage on HazMat account and any hospital subsidies returned is put into a Continuing Appropriations Account.

BILLS, VOUCHERS AND LINE ITEM TRANSFERS

The Emergency Management Director provided the monthly bills, vouchers, line item transfers and expense voucher summary sheet, Exhibit #8 and Exhibit #9.

One line item transfer for HazMat Training.

MOTION: To approve the line item transfer (Paszak/Martinson, PASSED).

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

Grants to Hospitals Continuing Appropriation Account:

Emergency Management manages a State grant for the Hospitals that can be spent on specific equipment with balances carried over.

MOTION: To approve Continuing Appropriation Accounts for Hospital Grants (Matteson/Paszak, PASSED).

PUBLIC COMMENTS

The Rhinelander Fire Department does not have a start date established for the City Ambulance Program as the addition to the fire station won't be completed until May 2010.

ITEMS FOR FUTURE AGENDAS

Develop agenda at Emergency Management Director's discretion.

ADJOURN

10:55 a.m. MOTION: To adjourn the meeting (O'Melia/Martinson, PASSED).

Larry Greschner, Chairman

Dawn Robinson, Program Assistant