

**MINUTES OF THE ONEIDA COUNTY
EMERGENCY MANAGEMENT COMMITTEE MEETING
APRIL 27, 2011**

COMMITTEE MEMBERS PRESENT: Chairperson Matt Matteson, Jack Martinson and Mike Timmons.

COMMITTEE MEMBERS &/OR STUDENT ABSENT: David O'Melia and Sonny Paszak were excused. Melissa Scheffer was absent, no TAG (Teens Active in Government) vote taken during meeting.

OTHERS PRESENT: Ken Kortenhof, Emergency Management Director and Dawn Robinson, Program Assistant.

CALL TO ORDER

Chairman Matteson called the meeting to order at 10:00 a.m. at the Oneida County Courthouse, Committee Room #1, 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.

INTRODUCTIONS

None.

APPROVE AGENDA/MINUTES OF PREVIOUS MEETING

MOTION: To approve the Amended Agenda (Timmons/Martinson, PASSED).

MOTION: To approve the March 30, 2011 Committee Meeting Minutes (Martinson/Timmons, PASSED).

SCHEDULE COMMITTEE MEETING DATE(S)

The next meeting was scheduled for May 25, 2011 at 10:00 a.m. at the Highway Department.

PUBLIC COMMENTS

None.

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

The Emergency Management Director provided financial reports and maintenance reports from Sacred Heart-St. Mary's Hospital and Howard Young Medical Center for the month of March, Exhibits #1 - #4.

There was discussion regarding Nokomis budgeted with Howard Young, the number of billable runs and run revenue loss due to city program. Both hospitals have begun their budget process.

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

Annual refresher training, negative variance, run revenue loss and continuing appropriations were discussed/explained. The Director suggested contacting the Finance Director to advise her of the projected negative variance.

MOTION: To direct the Emergency Management Director to consult with the Finance Director on the ambulance budget (Matteson/Timmons, PASSED).

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

HAZMAT TEAM REPORT

An oral report was given. The Emergency Management Director cited the April 19th business meeting which, an exercise was conducted involving use of the accountability board, readying the vehicles and using Standard Operating Procedure (SOP's) Responses. The Director referred to his conversation with the Building & Grounds Director to fix the HazMat building door and repair the roof.

MOTION: To accept the HazMat Team Report (Matteson/Martinson, PASSED).

2010 EMERGENCY MANAGEMENT ANNUAL REPORT

DRAFT #1 Annual Report, Exhibit #5. The Director caught a few year-date corrections in the DRAFT plan that need to be corrected. Committee members reviewed the report.

There was discussion regarding training grant funding, department receiving an extra \$12,000 which will be applied to the tower project, ambulance service and equalized value calculations for townships that contract for ambulance service.

MOTION: To approve and forward the 2010 Emergency Management Annual Report to the County Board of Supervisors with minor corrections (Timmons/Martinson, PASSED).

EFFICIENCY TEAM PROGRAM EVALUATION

The Emergency Management Director explained the Efficiency Team consists of department heads and the County Coordinator who will evaluate department programs, conduct interviews with each department they are evaluating, and will assist the County Board of Supervisors in locating efficiencies and conforming department budgets to County revenues.

The Director provided the completed, 'Program and Services Description and Budgeting Worksheets' to Committee for review, addressing the following department programs: Ambulance Service, Radio Repeater System, County Emergency Management Program, Municipal Emergency Management Program, HazMat, Emergency Planning Citizen Right-to-Know Act (EPCRA), and Homeland Security Grant Program. Programs were listed by priority and the Committee reviewed each program worksheet.

The Director explained the following:

Ambulance Service: Used the North Central Wisconsin Regional Planning Commissions (NCWRPC) ambulance evaluation study. Then in 2009, another study was conducted. There was discussion regarding whether the ambulance service could be co-located or shared with another county Department. The Director indicated no and explained there were two additional options. The service could be pushed back to municipalities, which would be a shift in the tax levy or, Ministry, Aspirus or a private ambulance service could provide ambulance service. The County may still be required to pay a subsidy.

The Committee discussed private ambulance service verses the quality and fairness of the county's service. Committee agreed to rank program/service as #1.

Radio Repeater System: The department services EMR 1 and EMR 2. The Sheriff's Office services Law 1 and Law 2. Committee agreed to rank program/service as #2.

County Emergency Management Program: This program is state mandated, statutorily. Wisconsin is a 'home rule' state, which means each municipality is responsible for their jurisdiction. The program cannot be pushed back to municipalities and two counties cannot consolidate to make one program. Committee agreed to rank program/service as #3.

Municipal Emergency Management Program: There is a county code provision to designate the County Emergency Management Director as the Municipal Emergency Coordinator which, Oneida County municipalities have done. Disaster funding has to go through the County Emergency Management Office. Committee agreed to rank program/service as #4.

HazMat: State Statute requires identification of a HazMat Response. There is a regionalized HazMat program in place. Committee agreed to rank program/service as #5.

Emergency Planning Citizen Right-to-Know Act (EPCRA): This is a State mandated program for chemical facilities exclusively servicing Oneida County. The County received funding for the program. Committee agreed to rank program/service as #6.

Homeland Security Grant Program: This is an optional program. However, all grants come through the Emergency Management Office to fund first responder equipment/training and the County has received a lot of equipment. Radios can be shared. Committee agreed to rank program/service as #7.

MOTION: To forward the information presented to the Efficiency Team Committee. (Martinson/Timmons, PASSED).

There was discussion regarding the Lincoln County Tornado, 'home rule', fire area command, counties contracted for HazMat service, counties contracted for ambulance service and NEWMAC (North East Wisconsin Mutual Aid Compact) Agreement/response assistance.

DIRECTOR'S REPORT

The Director addressed the following: Wisconsin Counties Association Training in Stevens Point which Matteson and Paszak attended as well, the new Med 4 ambulance being in service, Merrill Tornado response assistance through the NEWMAC Agreement, Red Cross sheltering, Pipeline Training, MABAS (Mutual Aid Box Alarm System) program, Nokomis Tower/Osprey nest, Minocqua Tower Project, municipal plans and NIMS (National Incident Management System) training requirements for Town Chair personnel.

MOTION: To accept the Director's Report (Martinson/Timmons, 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 #7.

Line Item Transfers, Exhibit #8. The Director stated registration fees for County Board members who attended the Wisconsin Counties Association came out of the County Board Supervisor budget.

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

PUBLIC COMMENTS

No public comment was given.

ITEMS FOR FUTURE AGENDAS

Merrill tornado damage presentation, and viewing of the new ambulance and power cots.

ADJOURN

11:20 a.m. MOTION: To adjourn the meeting (Timmons/Martinson, PASSED).

Matt Matteson, Chairman

Dawn Robinson, Program Assistant