

**MINUTES OF THE ONEIDA COUNTY  
EMERGENCY MANAGEMENT COMMITTEE MEETING  
JUNE 22, 2011**

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

**COMMITTEE MEMBERS ABSENT:** Dave O'Melia.

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

**CALL TO ORDER**

Chairman Matteson called the meeting to order at 10:35 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/MINUTES OF PREVIOUS MEETING**

**MOTION:** To approve the Agenda (Paszak/Timmons, PASSED).

**MOTION:** To approve the May 25, 2011 Committee Meeting Minutes (Martinson/Paszak, PASSED).

**SCHEDULE COMMITTEE MEETING DATE(S)**

The next meeting was scheduled for July 27, 2011 at 11:00 a.m.

**PUBLIC COMMENTS**

O'Melia will be unable to attend future meetings due to work schedule.

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

Emergency Management Director provided the financial report and the maintenance report of Sacred Heart-St. Mary's for the month of May, Exhibit #1 and Exhibit #2. The following was cited/explained: Finance Report reflecting a negative variance of \$112,382.00, county ambulance service being outside levy limits, ambulance budget, continuing appropriations account and Med 10 brake repairs.

Freese provided the financial report and maintenance report of Howard Young for the month of May, Exhibit #3 and Exhibit #4.

**MOTION:** To accept the May financial reports and maintenance reports of both Sacred Heart-St. Mary's Hospital and Howard Young Medical Center (Martinson/Timmons, PASSED).

**AMBULANCE COT DISPOSAL**

City of Tomahawk Fire Department (Lincoln county) is interested in purchasing an ambulance cot. Since Oneida County has updated to power cots, there are used cots

available to sell or gift. The Emergency Management Director spoke with Stryker (manufacturer) and was quoted a price of approximately \$500.00 per cot.

MOTION: To sell a cot to the Tomahawk Fire Department at a cost of \$1.00 (Timmons/Martinson).

Discussion on motion:

Past practice, Committee members would offer to sell or gift equipment to first responder agencies within Oneida County. However, Tomahawk Fire is located in Lincoln County and there was discussion regarding charging a higher fee than what County first responder agencies pay for equipment.

MOTION: To sell a cot to the Tomahawk Fire Department at a cost of \$1.00 (Timmons/Martinson). Roll call vote: Timmons yes; Martinson yes; Paszak no; Matteson no. Tie vote, motion failed.

MOTION: To sell a cot to the Tomahawk Fire Department at a cost of \$200.00 (Paszak/Matteson). Roll call vote: Paszak yes; Matteson yes; Timmons yes; Martinson yes. Motion PASSED.

#### **VILAS COUNTY ASSISTANCE REQUEST**

The Vilas County Emergency Management Director had surgery and requested assistance for 6-8 weeks as needed. The State affirmed other county Emergency Management Directors would assist if something occurred in either Oneida and/or Vilas Counties. The NEWMAC (Northeast Wisconsin Mutual Aid Compact) agreement was explained.

MOTION: To approve the Vilas County assistance request for 8 weeks (Paszak/Timmons, PASSED).

#### **LEPC (LOCAL EMERGENCY PLANNING COMMITTEE) UPDATE**

Meeting was held on June 8<sup>th</sup> with planning facilities and HazMat Team membership explained. The next meeting is scheduled for January 11, 2012 at 1:30 p.m.

#### **DIRECTOR'S REPORT**

Seven townships were represented at the Municipal Emergency Management meeting. There was discussion regarding attendance and how often (if necessary) a face-to-face meeting is necessary. The Committee recommended mailing annual updates (disk) and every other year schedule a meeting to target new Town/City officials.

Minocqua radio communications during a Hazelhurst fire incident were discussed. The Director addressed communications off of the water tower, hospital equipment installation and equipment/antenna use for the Highway Department.

A Hodag Country Fest meeting was held to review/update their response plan. Plan has been completed.

The Director informed the Committee he would be taking some personal time off next week.

#### **HAZMAT TEAM REPORT**

An oral report was given by the Emergency Management Director citing an EVOC (Emergency Vehicle Operations) training was completed and a fuel spill occurred within the city limits.

#### **BUDGET REPORT**

The Emergency Management Budget Overview, Exhibit #5 was provided.

MOTION: To accept the Emergency Management Budget (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 #6.

There was discussion regarding the County Highway Department conducting ambulance maintenance and the types of maintenance that can be completed.

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

#### **PUBLIC COMMENTS**

No public comment was given.

#### **ITEMS FOR FUTURE AGENDAS**

Develop agenda at Emergency Management Director's discretion.

#### **ADJOURN**

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

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Matt Matteson, Chairman

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Dawn Robinson, Program Assistant