

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

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

**COMMITTEE MEMBERS ABSENT:** The Chairman noted, Martinson informed him of his absence due to an illness and noted O'Melia would be absent as well.

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

**CALL TO ORDER**

Chairman Matteson called the meeting to order at 11:00 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.

**INTRODUCTIONS**

None.

**APPROVE AGENDA/MINUTES OF PREVIOUS MEETING**

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

MOTION: To approve the June 22, 2011 Committee Meeting Minutes (Timmons/Paszak, PASSED).

**SCHEDULE COMMITTEE MEETING DATE(S)**

The next meeting was scheduled for August 23, 2011 at 11:00 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 June, Exhibit #1 and Exhibit #2. Salaries were budgeted higher resulting in a positive variance.

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

The Emergency Management Director noted the following: an approximate \$60,000 combined loss, using the continuing appropriations account to coverage shortage of funds, started ambulance budget process, St. Mary's increased subsidy amount to \$183,000 and suggested appearing before the Finance Director/Committee to inform them of the budget prior to Howard Young providing the County with their 2012 subsidy amount. The Director suggested reviewing and possibly increasing ambulance rates at the next meeting. Base rates and mileage rates were discussed. The Director informed

the Committee a survey of ambulance rates is conducted around the area. Oneida County charges the maximum amount reimbursable by Medicare/Medicaid.

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

### **HAZMAT TEAM REPORT**

An oral report was given with the following addressed: three Tiered 1 requests, a business meeting was held, and a mobile company will travel to the area to conduct HazMat physicals, which results in a cost-savings to the County.

Contracted counties were identified.

MOTION: To approve the HazMat Team Report (Timmons/Paszak, PASSED).

### **DISPOSAL OF OLD AMBULANCE**

The old Wheeled Coach ambulance is housed at the HazMat building and requires a lot of work and repair. Roberts Repair has offered \$4,000 to purchase the rig, fix it up to use as a spare and allow the Hospitals to borrow for a fee. The Emergency Management Director consulted with Corporation Counsel on whether the Committee has the authority to sell the ambulance, the Committee does have authority.

MOTION: To sell the old ambulance to Roberts Repair (Paszak/Timmons, PASSED).

### **HAZARD MITIGATION WEATHER RADIO GRANT**

When a disaster occurs, counties within the State can apply for grant monies to purchase weather radios. Due to the Portage County Disaster, the Emergency Management Director submitted a weather radio grant on behalf of Oneida County. The Director received verbal confirmation indicating the county was awarded grant monies but has not received official paperwork as yet.

### **2012 STAFF REQUEST**

Annually the department is required to complete a staffing request form for the following positions: HazMat Chief (Exhibit #5), Deputy Directors (Exhibit #6) and volunteer HazMat Team members (Exhibit #7). The request is the same for last year with no wage increases.

MOTION: To approve the 2012 Staffing Requests and forward forms onto the Labor Relations & Employee Services Department (Timmons/Paszak, PASSED).

### **HAZMAT TRAINING GRANTS**

Every year HazMat training applications are submitted to the State for funding approval.

MOTION: To authorize the Director to apply for HazMat Training Grants (Matteson/Timmons, PASSED).

## **DIRECTOR'S REPORT**

Cooling centers were setup during the Heat Event. No incidents reported.

July 19<sup>th</sup>, 2011:

Assisted Stevens Point with damage assessment of recent storm.

August 9<sup>th</sup>, 2011:

The Northeast WEM (Wisconsin Emergency Management) Regional meeting will be hosted in Oneida County.

August 4-7<sup>th</sup>, 2011:

Assisting with the Oneida County Fair Hazardous Weather Plan and may take HazMat equipment Friday night to put on display.

August 17<sup>th</sup>, 2011:

Hosting a Search & Rescue Training through Nicolet College from 6:00-10:00 p.m. Class size is limited to 35 people.

August 25<sup>th</sup>, 2011:

Conducting a Search & Rescue Exercise in Newbold. The Exercise participants may include local fire departments and law enforcement personnel.

August 5-7<sup>th</sup>, 2011:

Matteson will be out of town and the Vice Chairman will be conducting the meeting.

Aug 26-28<sup>th</sup>, 2011:

MABAS (Mutual Aid Box Alarm System) Conference will be held at The Waters in Minocqua.

There was discussion regarding sirens. The Director explained sirens within City limits are owned by the City of Rhinelander, Nicolet College owns the siren on their property and Hazelhurst/Minocqua/Woodruff own the siren in their areas.

## **BILLS, VOUCHERS AND LINE ITEM TRANSFERS**

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

There were two line item transfers.

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

## **REPORTS/CORRESPONDENCES**

None.

## **PUBLIC COMMENTS**

No public comment was given.

**ITEMS FOR FUTURE AGENDAS**

Develop agenda at Emergency Management Director's discretion.

**ADJOURN**

**11:41 a.m.** MOTION: To adjourn the meeting (Timmons/Paszak, PASSED).

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Matt Matteson, Chairman

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Dawn Robinson, Program Assistant