

**MINUTES OF THE ONEIDA COUNTY
EMERGENCY MANAGEMENT COMMITTEE MEETING
AUGUST 23, 2011**

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

COMMITTEE MEMBERS ABSENT: Jack Martinson and Dave O'Melia are excused.

OTHERS PRESENT: Doug Duchac, Terry Williams, 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.

APPROVE AGENDA/MINUTES OF PREVIOUS MEETING

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

MOTION: To approve the July 27, 2011 Committee Meeting Minutes (Timmons/Paszak, PASSED).

SCHEDULE COMMITTEE MEETING DATE(S)

The next meeting was scheduled for September 14, 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 July, Exhibit #1 and Exhibit #2.

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

The Emergency Management Director provided the financial report and maintenance report of Howard Young for the month of July, Exhibit #3 and Exhibit #4.

The Financial report reflected a negative variance due to ambulance runs (from July 27th through July 31st) not recorded. The variance will be corrected in next month's report. It was asked if maintenance is documented/recorded for each ambulance, yes it is.

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

AMBULANCE RATE REVIEW

Ambulance Rate Adjustments, Exhibit #5, was presented addressing previous rate adjustment, average charges/current Oneida county charges, and rate adjustment proposal.

The Department conducted a survey of other ambulance programs with averaged current rates and variances calculated. In addition to survey information, the Director analyzed a more comprehensive survey (consisting of approximately twenty-four plus programs) provided by the Antigo Fire Chief. Upon discussion with the Finance Director, the Emergency Management Director recommends raising loaded mile rates to a set dollar amount, similar to Portage County.

The City of Rhinelander currently charges the same rates as the County. The City Fire Chief agreed with raising loaded mile rates and stated transport distance is greater for the county than the city. Intercepts were discussed.

The Emergency Management Budget Summary, Exhibit #6, was presented. The Director stated the ambulance program/service is outside levy limits and explained the Department would be requesting an additional \$230,000 for ambulance service. There was discussion regarding the continuing appropriations account, 2012 and 2013 ambulance budget, and ambulance rotations.

The Chairman received a telephone call and took a brief break at 11:20 a.m. The meeting resumed a minute later at 11:21 a.m.

The Director recommended raising the loaded mile rate (the first 17 miles and the 17 plus miles rates) to \$15.00 to cover expenses.

July's intercept numbers were discussed.

MOTION: To approve raising the loaded mile rates to \$15.00 as recommended by the Emergency Management Director (Matteson/Timmons, PASSED).

The City Fire Chief will discuss increasing intercept rates with appropriate City committees and will inform the Emergency Management Director of the City's decision. There was discussion regarding raising intercept rates. The Committee decided to table topic until next month's meeting to allow time for the City and the County to make a recommendation.

A resolution to raise loaded mile rates was presented to Committee members for signature.

HAZMAT TEAM REPORT

An oral report was given. Physicals were coordinated by the Assisted HazMat Chief and conducted by a new vendor, MedCompass, and HazMat Decontamination Training was conducted.

OUT OF COUNTY TRAVEL

The County Board of Supervisors passed Resolution #45-2011 which requires approval for out of county travel for meetings by the Committee of Jurisdiction or by the County Board Chairman or Vice Chairpersons. The Director created a list of routine/regular meetings.

Interpretation was requested for exercises and trainings. The Committee felt a boilerplate list of normal meeting activities could be provided to the Committee for approval. The Director explained Wisconsin Emergency Management Regional Meeting attendance is required for grant funding. The Committee felt if a meeting occurs between meetings (after the Committee meets and before next scheduled meeting), the Committee could approve attendance at the next meeting.

MOTION: To authorize the Emergency Management Director and staff to attend reoccurring meetings until clarification can be received (Timmons/Paszak, PASSED).

There was more discussion with the Committee indicating, Corporation Counsel could provide clarification on the following: meeting attendance, exercises and trainings. The Committee suggested listing the topic on the Labor Relations Agenda for clarification.

NOAA WEATHER RADIO HAZARD MITIGATION GRANT

In December 2005, the Director applied for a mitigation grant to purchase weather radios (with local match) which, has been budgeted. This is the second weather radio grant the county has received.

MOTION: To authorize the Emergency Management Director to accept the NOAA Weather Radio Hazard Mitigation Grant (Matteson/Paszak, PASSED).

2012 EMERGENCY MANAGEMENT BUDGET

Previously handed out earlier in the agenda and reviewed under the Ambulance Rate Review topic.

MOTION: To approve the 2012 Emergency Management Budget with the ambulance loaded rate modification as discussed (Timmons/Paszak, PASSED).

DONATION TO LITTLE RICE FIRE DEPARTMENT CANTEEN

Using Little Rice's Emergency Service Unit (ESU) to provide food and water to exercise participants and would like to make a donation to replenish/restock their unit.

MOTION: To authorize a \$100.00 donation to the Little Rice Fire Department Canteen (Paszak/Timmons, PASSED).

DIRECTOR'S REPORT

Rob Rude, the Wisconsin Emergency Management Regional Director has retired. Another Regional Director will cover the Northeast region until someone is hired.

Working on the Nokomis Fall Ride Response Plan and have a meeting scheduled for tomorrow (August 24th).

Rhineland-Oneida County Airport Tabletop Exercise scheduled for tomorrow (August 24th).

Scheduled a Search & Rescue Exercise scheduled for Thursday (August 25th).

Assisting with a Forest County Exercise on September 24th. Committee gave permission to attend.

The new Wisconsin Emergency Management (WEM) Director has made changes to county exercises.

Mike Muelver has retired from Med 12 and St. Mary's. The Director would like to make a plaque and present it to Muelver on behalf of the county. Steve Sharon will replace Muelver.

MABAS Conference (Mutual Aid Box Alarm System) has been scheduled at The Waters in Minocqua (August 26-28th). The Director will be attending the conference.

MOTION: To accept the Director's Report (Paszak/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.

A grant was received to update/revise the DNR (Department of Natural Resources) Fire Zone Atlas books.

There was discussion regarding meeting attendance in order to have a quorum.

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

12:09 p.m. MOTION: To adjourn the meeting (Paszak/Timmons, PASSED).

Matt Matteson, Chairman

Dawn Robinson, Program Assistant