

**MINUTES OF THE ONEIDA COUNTY
EMERGENCY MANAGEMENT COMMITTEE MEETING
DECEMBER 21, 2011**

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

OTHERS PRESENT: Tom Waydick (Rhineland Fire), Jason Goeldner, 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.

APPROVE AGENDA/MINUTES OF PREVIOUS MEETING

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

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

SCHEDULE COMMITTEE MEETING DATE(S)

The next meeting was scheduled for January 18, 2012 at 11:00 a.m.

PUBLIC COMMENTS

None.

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. On Scene Care billing and ambulance fleet unit rotation were explained and discussed.

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

MOTION: To accept the November financial reports and maintenance reports of Sacred Heart-St. Mary's and Howard Young Medical Center (O'Melia/Martinson, PASSED).

AMBULANCE SERVICE ASSESSMENT

The Emergency Management Director provided Committee members with a DRAFT copy of the Ambulance Service Assessment, Exhibit #5, that was presented to the Transition Committee on December 16, 2011. The Director explained an assessment is conducted every two-years and suggested posting the assessment on the Emergency Management webpage with the word DRAFT removed. There were discussions regarding loaded mile rates and conducting presentations upon request.

MOTION: To accept the Oneida County Ambulance Service Assessment (O'Melia/Paszak, PASSED).

HAZMAT TEAM REPORT

An oral report was given regarding the following; CAMEO mapping training scheduled this evening and small responses involving either the HazMat Chief and/or the Director occurred during the year.

The Emergency Management Director provided an update of repairs/upgrades to the HazMat Building (electrical contractor to assess building needs, outside structure assessment and door repairs scheduled in the Spring).

The Committee was informed the State is reorganizing the HazMat response structure (Regional and County Teams) by mileage and response level capabilities. State funding will be associated with response levels (Level 1, Level 2 and Level 3). There was discussion regarding contracts.

DIRECTOR'S REPORT

Received a weather radio grant to purchase 1,100 weather radios. Radios were delivered and are stored at the HazMat Building. The Director will establish a procedure for distribution.

CONTINUING APPROPRIATIONS ACCOUNTS

The Director consulted with the Finance Director, no action is required on this topic.

2012 BLANKET PURCHASE ORDERS

Verizon Wireless (cellular phones), JSM Paging (pager) and Globalstar (satellite phone).

MOTION: To approve the 2012 Blanket Purchase Orders (O'Melia/Martinson, PASSED).

QUARTERLY BUDGET REVIEW

The Emergency Management Director referred to the department's quarterly budget, Exhibit #6.

MOTION: To accept the quarterly budget (O'Melia/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, Exhibits #7 and #8.

The department is replenishing their weather radio inventory to sell to the community. These radios are not part of the weather radio grant.

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

PUBLIC COMMENTS

Rhineland Fire discussed On Scene Care expenses.

ITEMS FOR FUTURE AGENDAS

Develop agenda at Emergency Management Director's discretion.

ADJOURN

11:40 a.m. MOTION: To adjourn the meeting (O'Melia/Timmons, PASSED).

Matt Matteson, Chairman

Dawn Robinson, Program Assistant