

**MINUTES OF THE ONEIDA COUNTY  
EMERGENCY MANAGEMENT COMMITTEE MEETING  
MARCH 2, 2012**

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

**COMMITTEE MEMBERS ABSENT:** Sonny Paszak was excused.

**OTHERS PRESENT:** Jeff Freese, Marcus Neseemann (Northwoods River News), 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 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**

Marcus Nessman, Northwoods River News, introduced himself.

**APPROVE AGENDA/MINUTES OF PREVIOUS MEETING**

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

MOTION: To approve the January 18, 2012 Committee Meeting Minutes (Martinson/Timmons, PASSED).

**SCHEDULE COMMITTEE MEETING DATE(S)**

The next meeting was scheduled for March 28, 2012 at 10:00 a.m.

**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 of both Sacred Heart-St. Mary's and Howard Young Medical Center for the month of January, Exhibits #1-#4.

St. Mary's financial report reflected a negative variance of \$3,267.00 due to refresher trainings and wages.

Howard Young Medical Center's financial report reflected a positive variance of \$58.00.

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

### **2011 AMBULANCE SERVICE SUMMARY**

The Emergency Management Director provided the 2011 Oneida County Ambulance Service Summary Report, Exhibit #5, listing ambulance locations and equipment, run history, financial history and financial statement.

It was explained, the 2011 Ambulance Service Survey includes the Nokomis Ambulance Service and the City of Rhinelander Ambulance Service Program. There was discussion regarding ambulance program options. The Committee agreed there are many advantages to having a county operated ambulance service that out weighs expenses.

### **AMBULANCE VEHICLE REQUEST FOR PROPOSAL**

The County will be purchasing one ambulance to replace an older ambulance located at St. Mary's. The Emergency Management Director provided an RFP (Request for Proposal) and informed the Committee the request is for a two-wheel drive ambulance. Once proposals are submitted and evaluated, information will be brought back to the Committee for approval. The new ambulance should arrive June/July of this year. There was discussion regarding four-wheel drive verses two-wheel drive. The Emergency Management Director informed the Committee each hospital does have one four-wheel drive ambulance at each facility.

MOTION: To authorize the Emergency Management Director to send out the Ambulance Vehicle Request for Proposal (O'Melia/Timmons, PASSED).

### **OJA WISCOM UPGRADES TO LOCAL AGENCIES GRANT**

The WISCOM Radio Grant allows mobile radios to be upgraded to work on the Wisconsin Radio System. The County received approval from the State for \$45,000 with no local match.

MOTION: To accept the OJA WISCOM Grant (O'Melia/Martinson, PASSED).

### **NOAA WEATHER RADIO PROGRAM**

Oneida County received a grant to purchase weather radios and distribute them to Oneida County residents. Application and eligibility criteria have been developed. The application process will be open to as many Oneida County residents as possible based on an honor system. The intent is to get weather radios out to the public as soon as possible. A news release will be issued on Monday, March 5, 2012.

Distribution ideas were discussed and are as follows; place on department webpage and/or county webpage and hope to involve townships and fire departments, along with senior centers and Social Services.

MOTION: To approve the NOAA Weather Radio Application and authorize the Emergency Management Director to proceed with Distribution process (O'Melia/Timmons, PASSED).

### **HAZMAT TEAM REPORT**

An oral report was given on the following; training, state reorganization meeting and HazMat building update (electrical).

### **OUT OF COUNTY TRAVEL**

The Governors Conference on Homeland Security & Emergency Management is in March. Travel has already been approved and the item will remain on future agendas.

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

The Emergency Management Director provided the monthly bills, vouchers, line item transfers and expense voucher summary sheet, Exhibits #6-#8.

Line Item Transfers (2011 Budget Close-Out) handout and the line item transfer for HazMat training were cited.

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

### **DIRECTOR'S REPORT**

Esponder class scheduled on March 22, 2012 at Nicolet College.

Storm Spotter class scheduled on May 3, 2012 at Nicolet College.

Governors Conference on Homeland Security & Emergency Management scheduled March 14-16, 2012. The Emergency Management Director will be conducting a presentation on Damage Assessment.

Vulnerability Assessment meeting was cancelled due to Winter Storm.

MABAS (Mutual Aid Box Alarm System) election of officer nominations were taken.

O'Melia was excused at 10:35 a.m.

### **PUBLIC COMMENTS**

Northwoods River News reporter asked how many weather radios will be distributed. The Emergency Management Director stated 1,116 weather radios will be distributed based upon eligibility and explained the weather radios are the best warning system since information is directly emitted from the National Weather Service.

### **ITEMS FOR FUTURE AGENDAS**

Ambulance Request for Proposal and department annual report. Develop agenda at Emergency Management Director's discretion.

### **ADJOURN**

**10:38 a.m.** MOTION: To adjourn the meeting (Martinson/Timmons, PASSED).

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Matt Matteson, Chairman

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Dawn Robinson, Program Assistant