

**MINUTES OF THE ONEIDA COUNTY  
EMERGENCY MANAGEMENT COMMITTEE MEETING  
MARCH 28, 2012**

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

**COMMITTEE MEMBERS ABSENT:** Sonny Paszak was attending a LRES meeting. Dave O'Melia was absent.

**OTHERS PRESENT:** 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.

**APPROVE AGENDA/MINUTES OF PREVIOUS MEETING**

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

MOTION: To approve the March 2, 2012 Committee Meeting Minutes (Martinson/Timmons, PASSED).

**SCHEDULE COMMITTEE MEETING DATE(S)**

MOTION: To allow the Emergency Management Director to work with the Public Safety Committee to schedule next meeting date (Matteson/Martinson, PASSED).

**PUBLIC COMMENTS**

None.

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

The Emergency Management Director provided the financial report, Exhibit #1, of Howard Young Medical Center for the month of February, reflecting a positive variance. No maintenance report was provided.

The Emergency Management Director provided the financial report and maintenance report of St. Mary's Hospital for the month of February, Exhibits #2 and #3. Financial report reflected a negative variance due to annual refresher training expenses.

MOTION: To accept the February financial report of Howard Young Medical Center and St. Mary's Hospital and accept the February maintenance report of St. Mary's Hospital (Timmons/Martinson, PASSED).

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

The Emergency Management Director provided Committee Members with a document titled, 'Request for Proposal Evaluation 2012 Ambulance Project', Exhibit #4. The document addressed evaluation criteria, evaluators, vendors and RFP evaluation calculations.

The Director and the St. Mary's Ambulance Manager recommended accepting Pomasl Fire's MEDTEC Chevy G4500 Diesel Ambulance.

There were discussions regarding a diesel engine verses a gasoline engine, mileage, evaluation criteria and co-op pricing/participation. It was noted the four ambulances previously purchased were Medtec ambulances.

MOTION: To accept the Pomasl RFP for a 2012 Diesel Medtec Ambulance for \$118,660.00 (Martinson/Matteson, PASSED).

### **HAZMAT TEAM REPORT**

An oral report was given on the following; trainings, HazMat building upgrades (waiting for electrical to be completed) and HazMat restructuring. It was noted Adjutant General Dunbar requested an extension (one-week) to make a decision on the STATE HazMat restructuring system.

### **2011 ANNUAL REPORT**

Due to workload, deadlines and priorities, the annual report was not completed.

### **DIRECTOR'S REPORT**

The department attended the annual Governor's Conference on Emergency Management & Homeland Security. The Director coordinated and facilitated the Damage Assessment Presentation. There was discussion regarding the proposal and funding.

Two Esponder trainings were conducted at Nicolet College. The Director explained fire departments would be given rights to work with the Alerting system once file organizations have been completed.

Weather radio grant and distribution were discussed.

A Storm Spotter class has been scheduled for May 3<sup>rd</sup>, 2012. The Director will be participating in a taped commercial for television media to air and promote.

### **OUT OF COUNTY TRAVEL**

Deliver the State Plan of Work to Regional Office.

### **PUBLIC COMMENTS**

No public comment was given.

**BILLS, VOUCHERS AND LINE ITEM TRANSFERS**

The Emergency Management Director provided the monthly bills, vouchers, line item transfers and expense voucher summary sheet, Exhibits #5 and #6.

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

**COMMITTEE MEMBER RECOGNITION**

The Director recognized the Committee for their work on the Emergency Management Committee and presented Chairman Matt Matteson with a Recognition Award, 'In appreciation for your dedicated service to the residents of Oneida County by serving on the Emergency Management Committee'.

**ITEMS FOR FUTURE AGENDAS**

Develop agenda at Emergency Management Director's discretion.

**ADJOURN**

**10:29 a.m.** MOTION: To adjourn the meeting (Timmons/Martinson, PASSED).

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COMMITTEE CHAIRMAN

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Dawn Robinson, Program Assistant