

Minutes are provided for informational purposes only. The official record can be obtained from the County Clerk's office. All minutes are unofficial until approved.

Minutes are generally approved at the following meeting

EMERGENCY MANAGEMENT COMMITTEE

March 27, 2008

PIERCE COUNTY EMERGENCY OPERATION CENTER, ELLSWORTH, WISCONSIN

MEMBERS PRESENT: Mike Larson, Ron Lockwood and John Kucinski

OTHERS PRESENT: Gary Brown, Curt Kephart, Janet Huppert, Mike Knoll and Melissa Thoen

A. Call meeting to order at 4:31 p.m. by Mike Larson.

B. A motion to adopt the agenda was made by Ron Lockwood and seconded by Mike Larson. Motion carried.

C. No public comment.

D. Minutes from the December 11, 2007 meeting were approved on a motion by Ron Lockwood and seconded by Mike Larson. Motion carried.

E. Report on alternate EOC facilities. Mike Knoll and Janet Huppert reported to the committee that they have been looking at alternate facilities that could be used in the event that the Pierce County EOC were unavailable. Mike Knoll talked about the City Watch system which is almost up and running. Some information was handed out on the alternate location at UWRF and Curt was wondering what UWRF would want in return. The university also would consider us as a back up location should something happen to their facility. Mike Knoll said it will take another 6 months to get a plan in place and know exactly a cost to make this backup functional. A motion was made by Ron Lockwood, seconded by John Kucinski to continue the process of working with UWRF on an MOU to provide an alternate EOC/PSAP within a year.

F. Discuss Disaster Plan. John came up with a list of questions after listening to a presentation by Burnett County Emergency Management. He thought these questions may be handled throughout the year by holding mini meetings with other departments. Gary has sent the list of questions John came up with to other Department Head and he will get as many answers as possible.

Gary informed the committee that the Fire Alarm System is up and running. A second strobe light will be added in dispatch. Also, there will be a microphone added to do PA announcements.

The Access Control project is being started in approximately a week by Honeywell/Stanley and we will no longer be working with ADT. This project will take about 3 weeks to complete.

G. Motion was made by Ron Lockwood to convene into closed session pursuant to §19.85(1)(c) Wis. Stats. for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility: Review Emergency Management Director performance evaluation from Administrative Coordinator and discuss 2008 goals. Seconded by John Kucinski. Motion carried and committee convened into closed session.

H. Motion to return to open session was made by Ron Lockwood and seconded by John Kucinski.

Motion to receive the performance evaluation and recommend step increase was made by John Kucinski and seconded by Ron Lockwood.

Motion to approve 2008 goals for Emergency Management was made by Ron Lockwood, seconded by John Kucinski.

2008 Goals For Emergency Management

1. Develop a plan of action for Pierce County that provides for alternative locations and plans to maintain essential county services.
2. Investigate a joint PIO (Public Information Officer) program between Public Health, Human Services and Emergency Management and evaluate coordination options.
3. Create an exercise to test the effectiveness of Pierce County's readiness to continue services during a time when current county buildings are unavailable.
4. Examine the current policy of evacuation for special needs individuals in county buildings and determine improvements.

I. Next meeting wasn't scheduled at this time.

J. Motion to adjourn by John Kucinski, seconded by Ron Lockwood. Motion carried and meeting adjourned at 6:19 p.m.

cc: Emergency Management Committee Members
Gary Brown, E.M. Director
Brad Lawrence

EMERGENCY MANAGEMENT COMMITTEE

May 5, 2008

PIERCE COUNTY EMERGENCY OPERATION CENTER, ELLSWORTH, WISCONSIN

MEMBERS PRESENT: Jeff Holst, Ron Lockwood and John Kucinski

OTHERS PRESENT: Gary Brown, Curt Kephart, and Melissa Thoen

A. Call meeting to order at 6:00 p.m. by John K.

B. A motion to adopt the agenda was made by Ron L. and seconded by Jeff H. Motion carried.

C. No public comment.

D. Election of Officers. A motion to elect John K. as chair, was made by Jeff H. and seconded by Ron L. John K. made a motion to elect Ron L. as vice-chair, seconded by Jeff H. Motion carried.

E. Gary B. suggested the committee pick a set date/time for the Emergency Management meetings. Gary B. suggested the third Tuesday of February, May, August and November. There was some discussion on which dates were not going to work or which days would conflict with other commitments. Jeff H. suggested morning meetings, no one on the committee had a problem with this and so the meetings for 2008 were set for 7:30 a.m. The days that were agreed upon for 2008 are: June 17th, August 19th and November 18th.

F. Motion to adjourn by Ron L., seconded by Jeff H. Motion carried and meeting adjourned at 6:19 p.m.

cc: Emergency Management Committee Members
Gary Brown, E.M. Director
Brad Lawrence

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LOCAL EMERGENCY PLANNING COMMITTEE

September 3, 2008 – 3:30 P.M.

PIERCE COUNTY COURTHOUSE EOC, ELLSWORTH, WI

PRESENT: Gary Brown, Mike Lansing, Caralynn Hodgson, Jon Aubart, Blake Fry, Greg Place, Jeff Rixmann, and Melissa Thoen

Established a quorum and the meeting called to order by, Chairman, Mike Lansing, at 3:32 P.M.

Minutes of the February 6, 2008 meeting were approved on a motion by Blake Fry and seconded by Greg Place. Motion carried.

Update procedures for review of HazMat Response Expenditures

- Jon Aubart had questions regarding the dollar figures and if these included material costs. Gary Brown stated that these are base costs and materials or supplies aren't accounted for on this table.
- At the previous meeting an old version without the dollar amounts was approved and so this is being revisited so that we can be certain the most updated policy is in place.
- Motion to approve was made by Jeff Rixmann and seconded by James Ross.

Review/correct EPCRA Database Report

- Gary Brown handed out a list of the present planning facilities; inactive facilities; and reporting facilities. The reporting facilities are those that do not have an actual plan, but are required to report any chemicals or hazardous materials on site. The amounts or types may not require that they have a plan.
- Gary Brown handed out a list of what plans have been updated in 2008 by Emergency Management.
- A motion was made by Blake Fry, seconded by James Ross to accept these lists as correct and current. Motion carried.

Discuss upcoming ICS training

- Gary Brown informed the committee that there were letters sent out to various agencies and elected officials regarding ICS courses and if there is enough interest then we will hold classes through Chippewa Valley Technical College.

Open Forum for Discussion

- There was a discussion on possible grant money for more radios, this would be round 4 of the interoperability funding.

Blake Fry had some questions and concerns about Bomb Squads. He told the committee that the MN Bomb Squads will no longer cross the state border and come into Wisconsin due to insurance issues.

The next meeting will be held on February 4th, 2009, unless there is a need to hold a meeting prior to that.

Meeting adjourned at 4:19 P.M. on a motion by Greg Place, seconded by Gary Brown. Motion carried.