

EMERGENCY MANAGEMENT COMMITTEE

February 26, 2009

PIERCE COUNTY EMERGENCY OPERATION CENTER, ELLSWORTH, WISCONSIN

MEMBERS PRESENT: Jeff Holst, John Kucinski and Ron Lockwood

OTHERS PRESENT: Paul Barkla, James Ross, Gary Brown and Melissa Thoen

A. Call meeting to order at 7:30 a.m. by J. Kucinski

B. A quorum was established and R. Lockwood made a motion to adopt the agenda, J. Holst seconded. Motion carried.

C. No public comment. P. Barkla informed those present that there will be an elevator shutdown beginning around May 15, 2009 and it is expected to last approximately 6 weeks.

D. Minutes from the November 18, 2008 meeting were approved on a motion by R. Lockwood and seconded by J. Kucinski. Motion carried. J. Holst wasn't at the November meeting and so he did not vote.

E. Discuss Emergency Plans/ Exercises for 2009. Gary informed the committee that he had been working with Tom Grahek from the state on a Coop/Cog Exercise which will be held on March 18th from 9 a.m. -11:30 a.m. Mr. Grahek will be here to facilitate the exercise. J. Kucinski wanted to know what the exercise would entail. G. Brown explained that this will be a low level, first step exercise. P. Barkla wanted to know about what back up plans are in place. J. Holst commented that Town Halls may be an option for use if alternative sites were needed, as they are usually sitting empty. J. Ross wanted to know if the schools could be used and G. Brown explained that this is fine for short term sheltering, but the schools aren't set up for long term office use and the school needs the space for students.

There will be another exercise held in River Falls. The functional exercise will be on June 16, 2009 and there will be a full scale exercise on August 29, 2009 at UWRF. This exercise will include a shooter on campus. An exercise grant was awarded by Homeland Security to cover the costs of the exercise. G. Brown worked with a vendor/contractor to put this together and R. Lockwood was concerned that the committee didn't know about these funds prior.

F. Update on EOC Grant. G. Brown explained what this was and why it was applied for. G. Brown submitted paperwork to the State and they forwarded it on to the Federal level. J. Ross would like to see us take optimal advantage of grants. J. Kucinski wanted to know who we learn of grants available and G. Brown explained that there is a website and many times he gets information sent to him through his Regional Manager and the State. P. Barkla asked how local agencies are getting information on grants available. G. Brown explained how Emergency Management applies for interoperability grants on their behalf. J. Holst questioned how often there is communication with the fire departments. G. Brown informed the committee that he attends a quarterly meeting and foreword any information on to those agencies. J. Ross stated that he would like to see better communications with the Fire Departments.

Committee asked how many grants are applied for each year. G. Brown said the number varies each year based on what is available to apply for. On average he would estimate 12 are applied for. The success depends on several factors. On a state level we have better success, although with a low population it is sometimes hard to compete with Milwaukee, Madison, or other big cities. On a federal level it is more difficult.

G. Discuss/take action on Emergency Management Backup Mutual Aid Agreement with Prescott and River Falls. Both River Falls and Prescott have this on their agendas at this time. This doesn't mandate anything from any agency involved; it is more a formal agreement. J. Holst made a motion to sign and foreword on, R. Lockwood seconded the motion. Motion carried. J. Kucinski and P. Barkla both signed the document and P. Barkla was going to take this to Brad Lawrence.

H. Update on training. Two ICS300 classes were held, one held in the EOC had 12 people in attendance and the other held at Ellsworth Fire Department had 27. An ICS400 class was held at Ellsworth Fire Department and 20 people attended. A NIMS 100/700 was held and 24 people attended. Chippewa Valley Technical College provides an instructor and these classes are paid through a Homeland Security grant.

G. Brown is also working on putting together a Damage Assessment, Mitigation and Disaster Declaration training for elected officials. He has contacted the state and it is most likely going to be sometime around April or May. P. Barkla wants G. Brown to solicit which dates work best for everyone before scheduling.

I. Discuss/take action on Director attending National Radiological Emergency Preparedness Conference in Norfolk, VA on April 20-23, 2009. G. Brown talked about the conference. He usually attends, as this is paid for by Prairie Island. R. Lockwood has questions as to how the Xcel Energy Budget works. G. Brown explained that Pierce County Emergency Management is given a budget amount that Xcel will contribute. Each quarter expenses relating to the nuclear power plant are paid through this account, we then submit a request to Prairie Island and they reimburse that amount. R. Lockwood would like to see the agreement or documentation as to how this all works. P. Barkla asked G. Brown to provide this to R. Lockwood. Contingent upon documentation being provided to R. Lockwood, J. Holst made a motion to allow G. Brown to attend the conference, R. Lockwood seconded the motion and the motion carried.

meeting moved to Sheriff's Conference Room at 9:04 a.m. because another group was going to use the EOC Room

J. Motion was made by R. 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: Emergency Management Director performance evaluation. Seconded by J. Holst. Motion carried with roll call vote, all in favor and committee convened into closed session.

K. Motion to return to open session was made by R. Lockwood and seconded by J. Kucinski. Motion carried.

Motion made by R. Lockwood, seconded by J. Kucinski to approve satisfactory job evaluation and approve step increase. Motion carried.

The committee reviewed the 2010 goals and continued the four 2009 goals. Approved 2010 goals, with two additions. (enclosed)

L. Next meeting will be on May 26, 2009.

J. Motion to adjourn by R. Lockwood, seconded by J. Holst. Motion carried and meeting adjourned at 11:00 a.m.

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