

MINUTES
MONDAY, MAY 3, 2021 – 10:00 A.M.
EMERGENCY MANAGEMENT COMMITTEE OF OCONTO COUNTY BOARD OF SUPERVISORS
CONFERENCE ROOM #1003 & 1004 – 1ST FLOOR COURTHOUSE BUILDING “A”
301 WASHINGTON STREET, OCONTO WI 54153

www.co.oconto.wi.us

Draft minutes not approved by Committee

COMMITTEE PRESENT: Paul Bednarik, Dennis Kroll, Elmer Ragen, Bart Schindel; Greg Sekela;

COMMITTEE ABSENT: David Parmentier;

ALSO PRESENT: Jon Spice, Emergency Management Director; Kevin Hamann, County Administrator; Sharon Aubry, Administrative Assistant III AC/HR/EM; Todd Skarban, Sheriff

Time Meeting Began: 10:00 a.m.

1. Approval of Agenda

A. Change of Sequence – None.

B. Removal of Items – None.

Motion by Schindel/Bednarik to approve the amended agenda as presented. The motion was voted on and carried.

2. Approval of Previous Meeting Minutes

Motion by Schindel/Ragen to approve the minutes from the April 5, 2021 meeting as presented. The motion was voted on and carried.

3. Communication

Spice received thank you from Veteran’s Services Officer Christensen for participating in Youth Government Day.

4. Update on Radio System Improvement Project

A. Courthouse Tower

- Spice reports Appeal submitted but still waiting to hear back.

B. Dispatch Consoles

- Spice reports the new encryption upgrade has been completed on the consoles. Baycom is doing the prep-install with the extra existing dispatch position. This work is all being done in parallel with the existing setup so everything will remain 100% online for the duration of the process.
- Spice reports the following timeline of events going forward:
 - Wed (4/28) – Continue installation of dispatch positions (installing in parallel with the existing positions). Also, start prepping/installing call lights.
 - Thu (4/29) - Finish installation of any remaining console positions and begin finalizing the paging, alarms and audio levels, along with completing some cross connections, misc. wiring and equipment grounding.
 - Fri (4/30) - Finish any outstanding items from Thursday and address any remaining issues.
 - Mon (5/3) – Begin decommissioning prep of old equipment and conduct dispatcher training.
 - Tue (5/4) – Cutover to new consoles and work on decommissioning/equipment removal.
 - Thu (5/6) – Project Documentation and any project clean up.
 - Fri (5/7) – Project Documentation and any project clean-up.
- Spice reports There more than likely will be a day or two of project documentation and clean-up after Tuesday (especially pertaining to removal of all the old equipment), but nothing that should interfere with your daily operations. We will provide more details on this as things progress.

C. Bertram

- Spice reports talks continue and further information will be provided after the user group meets on May 13, 2021.

Discussion followed. Informational only, no formal action taken.

5. Active Shooter Drill

Spice and Skarban moving forward on setting up active shooter plans, will research overall plans/project and will then set up drill. Informational only, no formal action taken.

6. Valley Environmental – County Responsibility to Unpaid Claim

Spice reports that County may be responsible for outstanding claim on clean up on 10-5-2020 of box truck in little Suamico on 41 for fuel cleanup. Hamann states normal process is if claims are not paid, County normally pays and then begins legal recourse for reimbursement. Motion by Schindel/Ragen to recommend to County Board a resolution for approval to pay \$13,616.57 claim out of Contingency Budget and direct Corporation Counsel to begin legal recourse for reimbursement. Motion was voted on and carried.

7. MABAS Report

- Spice reports EMS Council met on 4-7-21 and discussed dispatch implement 10-minute status check on each call to make sure there are not any issues that were missed. Also discussed how the changes in the radio system upgrade will affect them. Spice send out radio information request form so Baycom can give an estimate of what the reprogramming my cost. Discussion also included projected use of rehab trailer. It was decided that this topic will be discussed with the Fire Association and a Committee will be formed.
- Spice reports Fire Association met on 4-28-21. Propane training on the northern end of the County went well. Propane training for southern end will be this summer. Training suggestions and NWTC current offerings were discussed. Fire Department radio information was provided to Baycom for programming. Spice putting together an updated contact list for both EMS Counsel and the Fire Association to streamline communication. Committee was assigned and will explore the rehab trailer options. The Committee will visit Brown County in the near future to review their rehab trailer as well as request feedback for possible adjustments.

Informational only, no formal action taken.

8. CODE Red Use

Code Red was used once this past month to contact County Board members on the meeting venue change. Spice reminds committee if you change cell phone providers or get a new phone you should notify EM to get your CODE Red updated. Spice has received confirmation that the 10-digit dialing will transfer over. Informational only, no formal action taken.

9. Off Site Plans Update

- Spice trying to set up meeting with Belgioioso.
- Spice in the process of updating the plans for Oconto Well Water locations.

Informational only, no formal action taken.

10.Spills

No reportable spills for the month of April

Informational only, no formal action taken.

11. Announcements/General Information (No action to be taken) – None

- EM Vehicle – build date was received last week on the vehicle, but ship date has not yet been received.
- Oconto County contracts with Marinette City Fire for HazMat response team. They have recently opened up their enrollment and they have acquired four new members from the Oconto Fire and Rescue Dept. that are now part of that team.
- 4-20-21 through 4-22-21, Spice attended the Homeland Security Exercise Evaluation Program in Madison last week. This is a required training from Emergency Management. A lot of valuable information was obtained.
- 5-1-21 Spice received a call from the Kelly Lake Sanitary District that one of their buildings had been damaged due to some high winds. Insurance adjuster will be there Monday and they will contact my office if any additional issues arise.

12. Closed Session: The Committee May Convene Into Closed Session Pursuant to Wis. Stats. Sec. 19.85 (1)(c) for the Purpose of Consideration Performance Evaluation Data and Compensation Information Relating to a Non-Elected Department Head's Compensation Request. Motion by Sekela/Bednarik to move to close session at 10:26 a.m. Motion was voted on and carried.

13. Return to Open Session: The Committee shall return to open session to conduct legal business, as allowed by Wisconsin Statute Sec. 19.85(2). Motion by Ragen/Sekela to return to open session at 10:58 am. The motion was voted on and carried. Motion by Schindel/Ragen to recommend for approval to Personnel & Wages Committee the compensation change for the Emergency Management Director from K2 to L2. The motion was voted on 4-1 (Sekela)

14. Set Next Meeting Date – June 10, 2021 @ 10:00 am – No July meeting due to holiday

15. Adjournment

Adjourned by Chair at 10:59 am

Sharon Aubry, recording secretary

Date Posted: 05/06/2021