

# VERNON COUNTY EMERGENCY MANAGEMENT

## MINUTES OF COMMITTEE MEETING

November 2nd, 2017

**MEMBERS PRESENT:** Dennis Brault-Chairman, Lorn Goede , Frank McCoy.

**OTHERS ATTENDING:** Brandon Larson- Vernon County Emergency Management Director

**MEMBERS ABSENT:** David Strudthoff (Excused), Cary Joholski

The meeting was called to order by Chairman Brault at 09:30 a.m. Affirmation of the proper meeting notice was recited by Chairman Brault.

The minutes of the September 27<sup>th</sup>, October 2<sup>nd</sup>, and October 9<sup>th</sup> 2017 meetings have been reviewed by the committee as mailed. Lorn Goede made a motion to approve the minutes and seconded by Frank McCoy. All voted aye.

**#4. PUBLIC APPEARENCE:** None

**#5. Discussion/Action on Credit Card:** Larson discussed the need for the Emergency Management Department to have a credit card. It could be used for buying supplies for the HazMat team as well as Emergency Management when we don't have an account set up. Larson also stated that it could be used during a disaster to buy food for the EOC or during longer HazMat calls to buy food for the team members. If used the bill would be paid monthly out of the respective account.

Motion was made by Frank McCoy and 2<sup>nd</sup> by Lorn Goede for Larson to move ahead with getting a credit card and take it to Finance Committee for approval. All voted Aye. No Opposed.

**#6. DIRECTOR'S REPORT:**

- Larson updated the committee on the flooding from July and that FEMA has opened up the process for funding for the municipalities throughout the County. The first kickoff meeting with Wisconsin Emergency Management, FEMA, and municipalities from the County was held on October 26<sup>th</sup>.
- Larson also updated the committee on the Sept 2016 flooding and how FEMA has now released the funding to continue paybacks, it had been held up due to the recent hurricanes.
- Larson informed the committee that the Finance committee approved Diane McGinnis to go ahead with home appraisals for buyouts. Dennis and her talked and they agreed to hold off on starting those for now until Land and Water meets.
- Larson discussed that he will be attending the Wisconsin Emergency Management 101 training Nov. 6-7 in Madison, and that with the completion of that course he would have the minimum requirements for a Director in the State. He also stated that he will be continuing to take classes as time permits to move towards being a Certified Emergency Manager in the State.

- Larson talked about NIXLE and how he is learning all the new features the upgrade gives the County. He stated that he and Sgt. Olson from the Sheriff's Office will be involved in a webinar to further go over features.
- Larson discussed that he is working on the Continuity of Operations Plans for the County and is working with all departments with their questions. Also stated that he is working on updated the NIMS requirements list of County employees to make sure everyone has the training they need to have.
- Larson discussed that he is working with Viroqua Police, Vernon County Sheriff's Office and schools around the County on their Active Shooter plans. Also discussed that he is working with Jerry Frank from the Sheriff's Office on the building and security plans and will be doing some training with new employees in the future.

**APPROVAL OF VOUCHERS:** Larson discussed what bills would be paid this month and will be putting together vouchers for them in them next week.

- - Emergency Management - \$
  - LEPC - \$
  - Haz-Mat – \$
  - Grants – \$

**RESPONSES MADE:**

**TRAINING:**

**#8: Any other items for discussion:** Larson wanted the committee to be aware that if Viroqua Fire had a fire call that he may leave work unless he was preparing for a meeting to start or dealing with a County Emergency. He stated that if he is not in the office and someone stops in and needs assistance that there is a letter on his office door instructing them to call Vernon County Dispatch and they would get a hold of him. Larson also stated that if he is needed for anything that dispatch will call him via phone. All members in attendance agreed that this was ok.

With no other business to discuss, Frank McCoy made a motion to adjourn with a seconded by Lorn Goede. All voted aye. Adjourned at 10:02a.m.

**The next Emergency Management Committee meeting will be held on December 7th, 2017 at 0900.**