

**JEFFERSON COUNTY
LAW ENFORCEMENT/EMERGENCY MANAGEMENT
COMMITTEE MINUTES
January 28, 2011**

Present: Committee Members – Paul Babcock, George Jaeckel, Pam Rogers, Glen Borland. Also present: Donna Haugom, Kim Buchholz; Jan Rouu, Gary Petre. Dwayne Morris joined the meeting at 8:42 a.m.

1. **CALL MEETING TO ORDER** - The meeting was called to order at 8:30 a.m. by Chair Babcock.
2. **ROLL CALL** – Quorum established.
3. **CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW** – In compliance.
4. **REVIEW OF THE AGENDA** - Chair Babcock asked for changes to the agenda. Agenda approved as written.
5. **CITIZEN COMMENTS** - There were no comments.
6. **APPROVAL OF MINUTES FROM THE OCTOBER 22, 2010 MEETING**
Rogers moved to approve the meeting minutes of October 22, 2010 meeting, seconded by Jaeckel with one change; change date of next meeting from January 27 to January 28, 2011. Motion carried.
7. **DISCUSS SEPARATION OF BUSINESS UNITS FOR THE OFFICE OF EMERGENCY MANAGEMENT AND SHERIFF'S DEPARTMENT**
Haugom explained that she along with Sheriff and Chief Deputy are proposing to separate the Emergency Management budget from the Sheriff Department for FY 2012 budget. The separation would be approved through the budget process. Petre explained that this change is simply an accounting change.
8. **WE VOLUNTEER – ENDORSEMENT OF THE COMMITTEE FOR COUNTY BOARD RESOLUTION**
Jefferson County is a pilot county for the WE Volunteer program. Haugom and Buchholz have been working on developing three surveys to distribute to specific audiences within the County. The surveys are for Shelter, Equipment/Resources and Volunteer Base. The results of the surveys will give our office more information on how prepared the local municipalities are and how we may need to assist during an emergency; allowing our office to prepare for an emergency.

Rogers moved to approve endorsing a resolution to be forwarded to the County Board to support this effort, seconded by Jaeckel. Motion carried.
9. **END OF FFY 2010 PLAN OF WORK**
Haugom reported that the department has met all the requirements and approval has been received for the FFY 2010 Plan of Work. The award for Jefferson County is identified as \$32,879 for EPCRA grant and \$33,154.88 from EMPG that goes towards the budget to cover salaries and expenses. Molinaro recommended that Haugom send a note to Barb Frank regarding the grants receipt and ask that it be distributed to County Board Supervisors. Haugom will do so.

10. SOUTHEAST REGION INCIDENT MANAGEMENT TEAM - RESOLUTION

Haugom stated that the Southeast Region is working on establishing a Southeast Regional Incident Management Team. This would garner more resources that could be drawn from during an emergency. Haugom is requesting that the committee support her involvement in the team by supporting a resolution to be forwarded to the County Board. Jaeckel and Morris voiced concern with not having read the resolution prior to supporting it. The issue was tabled until February's meeting. Haugom will send an electronic draft copy of the resolution to members for their review.

Morris motioned, seconded by Rogers, to approve Haugom to attend the Incident Management Team meeting on February 21. Motion carried.

11. GOVERNOR'S CONFERENCE

Haugom told the committee that the Governor's Conference will be held on March 3 and 4, 2011 in Madison and went over the topical seminar titles.

12. ON-LINE HAZMAT INCIDENT REPORTING SYSTEM

Buchholz described that Wisconsin Emergency Management has established a web-based, on-line reporting system for facilities within the state that have substances of 10,000 lbs. or more they must report; replacing the paper Tier 2 forms. The facilities have received notification and have the option to complete the information on-line or by paper this year. Next year electronic submission will be required. This system will also include off-site planning. All off-sites will not be done on-line. The information will be available to responders. In essence, the paper is being done away.

13. HAZARD MITIGATION ACQUISITION PROGRAM - UPDATE

Haugom stated that there have been 31 properties acquired to date. There are 14 properties left to acquire within the program. Of the 31 properties acquired, 17 were primary, 1 was a business and 27 were rental or seasonal properties. \$3.7 million has been spent to date, leaving approximately \$1.3 million in the grant for the remaining properties. Discussion occurred. Jaeckel asked about what could be done with the properties. Haugom indicated the land goes back to a natural state and goes under the Parks Department as open space. It was decided that expenses incurred monitoring the properties should be tracked. This will be communicated with the Parks Department.

14. COMMUNITY DEVELOPMENT BLOCK GRANT - UPDATE

Haugom reported that seven properties have been acquired; three need yet to be acquired. There is approximately \$400,000 remaining of the \$2 million grant for these acquisitions.

Jefferson County will acquire 55 properties through both the Hazard Mitigation Acquisition Program and Community Development Block Grant.

15. COMPUTER AND HAZMAT EQUIPMENT GRANT

Haugom stated this is a \$10,000 grant for first responders that she will be filing. This is a grant that she applies for on a yearly basis on behalf of the local hazmat team (Level B). Types of equipment covered by the grant include decon system, sensors, spill drums, etc.

16. INTEROPERABILITY RADIO GRANT

The Interoperability Radio Grant is in Round 6. The grant funds replacement radios to accommodate new channels. The grant pays for 85% of the new radio. Jefferson County received a \$13,000 grant for command radios; 700 trunking system. We received two radios; 1 for dispatch and 1 for the ACU 2000. Town of Oakland and UW-Whitewater applied and received funding also.

17. HAZMAT SPILLS

- a. **Ethanol Spill:** 3,000 gallons of ethanol was spilled by a truck just off-site of Valero. The truck lost control on a soft shoulder and tipped over. Haugom is processing the billing of \$40,000 to send to the responsible party. City of Jefferson was the primary responder.
- b. **Jefferson High School:** The general cleaning contractor hired to clean up the pool incident at the high school believed that the barrels were full of water. They dumped one out, and then the other creating a chlorine mixture – combining hydrochloric acid and chlorine. The High School had to be evacuated. The bill of \$27,455.87 has been paid.
- c. **Blodgett:** The concern was the pesticides, herbicides, etc. that were on-site. Both Level B and A Teams responded to the scene. The concern was runoff and air quality. The Level B Team was mostly involved with decontamination for the fire responders. They did stop putting water on the fire due to the runoff concern. Some evacuations were done. Public Health did air monitoring at a nearby hotel, restaurants and stores to ensure the safety of the air quality; seven facilities affected.
- d. **Nestle Purina:** December 19, 2010 they had an anhydrous ammonia release of 300 gallons. It was released into the river; diluted. WI DNR was on site.

18. VOLUNTEER ORGANIZATIONS ACTIVE IN DISASTER (VOAD) / LONG TERM RECOVERY COMMITTEE (LTR) UPDATE

The committee is currently not active. The focus has been on Long Term Recovery. Jefferson County citizens were assisted in their recovery efforts through the Long Term Recovery; over \$600,000.

19. TRAINING/EXERCISES

- a. November 1, 2010 – Haugom and Buchholz attended Faithful Readiness Conference
- b. November 2 & 3, 2010 – Haugom and Erhardt attended Debris Management Training Course
- c. December 1-3, 2010 – Haugom attended VOAD Conference
- d. February 17 – Resource Management Training
- e. March 2 & 3 – Governor’s Conference in Madison
- f. March 12 – Hydrogen Sulfide; Chief Whitham is holding for fire and law enforcement.
- g. May 7
- h. May 14 – Vigilant Guard
- i. May 18 & 19 – Basic & Advanced Public Information Officer training at UW-Whitewater

20. TIME & PLACE OF NEXT MEETING

The next meeting of the Law Enforcement/Emergency Management committee will be on Monday, April 18, 2011 at 8:30 a.m. at the Jefferson County Courthouse in Room 112.

21. ADJOURN

Jaeckel moved, seconded by Rogers, to adjourn. Motion carried.