

**JEFFERSON COUNTY  
LAW ENFORCEMENT/EMERGENCY MANAGEMENT  
COMMITTEE MINUTES  
July 27, 2012**

Present: Committee Members – Paul Babcock, George Jaeckel, Dwayne Morris, Ed Morse, Pam Rogers. Also present: John Molinaro, Donna Haugom and Kim Buchholz.

1. **CALL MEETING TO ORDER** - The meeting was called to order at 8:33 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** – No changes.
5. **COMMUNICATIONS** – Haugom distributed information for agenda items number 8, 11 and 13.
6. **CITIZEN COMMENTS** – None.
7. **APPROVAL OF MINUTES FROM THE JUNE 22, 2012 MEETING**  
Rogers moved to approve the meeting minutes of June 22, 2012 meeting, seconded by Jaeckel as written. Motion carried.
8. **NATURAL HAZARD MITIGATION PLAN**  
Haugom reviewed the handout “Mitigation Strategy” with the committee. She explained that Emergency Management is currently updating this plan which is a requirement for the grant funding the county receives. Haugom noted that on pages 6-16 through 6-23 the members will notice that there are many items which are marked “No Action”. Due to the staffing limitation within the department, many of the items identified in the last plan have not been accomplished. It was noted that when submitted to the state, there may be action taken; that could be in the form of reducing grant monies allocated to Jefferson County. In updating the plan, we have reviewed the last 10 years of hazards for how often and how severe the incidents were. The hazards were then prioritized by the history of the type of hazard.
9. **FLOOD MITIGATION PROGRAM UPDATE**  
Haugom stated that we have acquired 47 properties. She has submitted another grant for an additional 11 properties for approximately \$750,000.
10. **CDBG FLOOD MITIGATION PROGRAM UPDATE**  
Haugom stated that we have acquired 8 properties. There is approximately \$60,000 remaining out of the \$2 million identified for the program. This money will be utilized to purchase one of the properties that has been included in the new grant application that was mentioned in number 9.
11. **2012 PLAN OF WORK**  
Haugom explained that as part of the 2012 Plan of Work she is required to update Jefferson County’s 24 Emergency Support Functions. She has completed 14 of the 24; they must be completed by the end of September. Haugom handed out an example of an Emergency Support Function. She explained that ultimately she will need County Board approval; approval is needed by March 2013. Discussion occurred as to how she should distribute the information to the members of the County Board. Committee members encouraged her to provide as much of the information as possible electronically. Otherwise, the copies can be distributed through the member’s mail boxes. She was also encouraged to include a cover letter with the information explaining what/why the members are receiving the information. The general plan will be an agenda item at the August meeting.

Buchholz gave a report on the current off-site plans that are being updated. They include: Standard Process, Nestle Purina, Tyson Food Products, Nasco International and Eaton Electrical. In addition, she is working on updating the countywide farm plan; 1034 surveys were mailed to landowners; 461 surveys have been returned.

**12. EPCRA COMPUTER & HAZMAT EQUIPMENT GRANT**

Haugom stated that this grant has been used to purchase equipment for the Jefferson County Level B Hazmat Team. The items that were purchased this year include hazmat suits, decon bracelets and a deck wagon. The computer side of the grant was utilized to purchase laptops for the City of Watertown Fire Department, Jefferson County Health Department and the ACU2000. A wireless printer was also purchased for Emergency Management.

**13. PURCHASE OF VEHICLE FOR EMERGENCY MANAGEMENT**

Haugom stated that Emergency Management is in need of a new vehicle. She has been instructed to approach the Finance committee to use contingency funds for this request this year. In researching vehicles, she is recommending that we purchase the same type of vehicle as the Sheriff Department, Tahoe minus the accessories required for a squad car. Discussion occurred.

Motion by Rogers, seconded by Morris to allow Haugom to proceed to Finance Committee to purchase a new vehicle for Emergency Management. Unanimously passed. Committee members encouraged Haugom to relook at options in order to bring the price down and bring back to this committee for their support.

**14. TRAINING/EXERCISES**

Emergency management staff attended or participated in the following trainings and presentations during the last quarter.

- a. HOW TO RECRUIT, MANAGE, REWARD AND RETAIN PUBLIC SAFETY-SERVICE VOLUNTEERS (5/22-5/24)
- b. SIMCOM EXERCISE (5/31)
- c. RAPID ASSESSMENT TRAINING (6/12)
- d. UNIFIED HAZARD MITIGATION ASSISTANCE TRAINING (6/19-21)
- e. ARES/RACES FIELD DAY EXERCISE (6/23-24)
- f. DEBRIS MANAGEMENT (HELD IN JEFFERSON COUNTY) (6/26-28)
- g. NATURAL HAZARD MITIGATION PLAN WORKSHOP (7/9)
- h. VOLUNTEER PROFILES (JEFFERSON COUNTY DEPARTMENTS) (7/9)
- i. UW WHITEWATER FUNCTIONAL EXERCISE (7/12)
- j. NURSING STUDENTS (7/19)

**15. TIME & PLACE OF NEXT MEETING**

The next meeting will be on Friday, August 24, 2012 at the Jefferson County Courthouse in Room 112.

**16. ADJOURN** - Babcock moved, seconded by Rogers, to adjourn at 9:24 a.m. Motion carried.