

**JEFFERSON COUNTY  
LAW ENFORCEMENT/EMERGENCY MANAGEMENT  
COMMITTEE MINUTES  
July 22, 2011**

Present: Committee Members – Paul Babcock, Glen Borland, George Jaeckel, Dwayne Morris, Pam Rogers.  
Also present: John Molinaro, Donna Haugom, Kim Buchholz, Captain Duane Scott.

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** - Agenda approved.
5. **CITIZEN COMMENTS**  
Donna reported that Jefferson County opened four cooling shelters during the extreme heat wave to enable citizens to cool off. They were opened at St. Joseph’s church in Fort Atkinson, the Jefferson County Health Department, and the Senior Center and Library in Watertown.
6. **APPROVAL OF MINUTES FROM THE JUNE 24, 2011 MEETING**  
Rogers moved to approve the meeting minutes of June 24, 2011 meeting, seconded by Jaeckel as written. Babcock abstained. Motion carried.
7. **PREPAREDNESS SURVEY UPDATE**  
Buchholz reported that the Office of Emergency Management has been working with WE Volunteer on developing three electronic surveys to assist our office in identifying resources available within Jefferson County. All three surveys have been distributed. The surveys are on equipment, sheltering and volunteer base. The majority of the surveys were sent to local municipalities to determine the shortcomings within the county that Emergency Management may be asked to supply or coordinate during a disaster. The response has been low. The committee encouraged Buchholz to place phone calls to those municipalities that haven’t responded to encourage them to respond with the important information. Haugom stated that in coordination with Solid Waste, a debris management survey has also been released to the local municipalities. She has received one response to date.
8. **NATURAL HAZARD MITIGATION PLAN – UPDATE GRANT**  
Haugom stated that she has applied for a grant to update the county’s Natural Hazard Mitigation Plan in the amount of \$17,000. The grant will allow for a consultant to be hired to update the plan. Haugom would like to utilize the same consultant who prepared the first plan if possible for consistency. The plan needs to be updated in 2012.
9. **HAZARD MITIGATION ACQUISITION PROGRAM - UPDATE**
  - a. Update of Current Grant  
Haugom reported that 42 properties have been acquired for \$5.7 million. There are four more properties yet to acquire that will cost approximately \$685,000. Discussion occurred. Molinaro asked about the property purchased on Sleepy Hollow Road as to why the fence was not removed. Haugom will have Tom Wollin survey the lot to determine if fence is on county property.
  - b. New Grant Application  
Haugom has submitted a grant to acquire additional properties. She will have funding remaining from the previous grant that will provide the County’s match requirement. Haugom will keep the committee updated on the status of the funding.

**10. COMMUNITY DEVELOPMENT BLOCK GRANT - UPDATE**

Haugom reported that seven properties for \$1.6 million have been acquired. There is one property still pending acquisition. Haugom reminded committee members that this is a voluntary program. Discussion occurred. Haugom will use any remaining balance of unspent funding within the grant the County's 12.5% match to acquire additional properties through the Hazard Mitigation Grant Program.

**11. COMPUTER AND HAZMAT EQUIPMENT GRANT**

Haugom stated that the Computer and Hazmat Equipment grant is an annual grant. Haugom has submitted a grant for \$2,000 of computer equipment and \$10,000 for hazmat team equipment. The computer equipment consists of a laptop and docking station for Haugom and a keyboard and mouse for Buchholz. The hazmat equipment consists of items that the Level B County Hazmat Team either needs to replace or acquire for their response.

**12. HAZMAT SPILLS – COMMERCIAL POOL AND SPA**

Haugom reported that there have been two spills since the last meeting. One was a diesel fuel spill. A saddle tank leaked 20 gallons of diesel fuel onto asphalt and soil. The second spill was fertilizer spilled on a St. John's Road. A lady was walking her dog and the dog burned the pads of his feet. The fertilizer was removed from the road.

**13. TRAINING/EXERCISES**

- a. Vigilant Guard, May 14, 2011: Scenario was an anhydrous ammonia release. The exercise went much better than anticipated. An after action report is being compiled with a list of improvements.
- b. Functional Needs Summit: For long-term care facilities. Provided facilities with a template to help with a realistic evacuation plan.
- c. UW-Whitewater/City of Whitewater EOC functional, June 23
- d. ARES/RACES, June 25 & 26
- e. Hazmat Operations Refresher Course, August 4 & 6 - cancelled

Molinaro requested that Haugom schedule another EOC training for the County.

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

The next meeting will be on Friday, August 26 at 8:30 a.m. at the Jefferson County Courthouse in Room 112.

**15. ADJOURN**

Rogers moved, seconded by Jaeckel, to adjourn at 9:14 a.m. Motion carried.