

WEMA Open Session Meeting Minutes

Lake Geneva Grand Resort and Spa Galewood C Room

**Monday, April 4, 2005
2:00 p.m. – 4:00 p.m.**

Officers Present:

Cullen Peltier, President	Brown County EM Director
Hal Swanstrom, Immediate Past President	Eau Claire County EM Director
Lori Hucek, Treasurer	Kewaunee County EM Director

Members present:

Lenora Borchardt	Adams County EM Director
Kathy Krusiec	Dane County EM Director
Mark Fritsche	Dodge County EM Director
Jennifer Warmke	Dodge County EM Deputy Director
Ann DeMeuse	Door County EM Director
Hal Swanstrom	Eau Claire County EM Director
Julie Loeffelholz	Grant County EM Deputy Director
John Elliott	Jackson County EM Director
Ben Schliesman	Kenosha County EM Director
Carl Stenbol	Milwaukee County EM Director
Bruce Sims	Outagamie County EM Director
Shirley Connors	Rock County EM Director
James Galloway	Vilas County EM Director
Rob Schmid	Washington County EM Director
Lynn Boening	Waushara County EM Director

Others present:

Steve Peterson	WEM Bureau of Planning and Preparedness Director
Rob Rude	WEM Bureau of Response and Recovery Director
Larry Reed	WEM Southwest Regional Director
Dan Dahlke	WEM East Central Regional Director
Rhonda Reynolds	WEM Northwest Regional Director
Eric Lowman	WEM Northeast Regional Director
Lynda Coogan	WEM Southeast Regional Program Assistant

Mike Kunesh	OJA Homeland Security Bureau Director
Josh Maas	OJA Homeland Security Grant Specialist

Excused:

Steve Braun, Vice President	Grant County EM Director
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Quorum present.

1. **Call to Order:** President Peltier called the meeting to order at 2:05 pm.

2. **Approval of Agenda:** Peltier ask if the meeting could start with Appointments/Resignation. Appointments/Resignation is number nine on the agenda. Motion to approve agenda (Schliesman/Sims) Motion carried. See appointments below.
3. **Approval of the Minutes:** Peltier said to change the numbers at bottom of agenda, just a formality. Motion (Elliot/Schliesman) to approve the minutes. Motion carried.
4. **Treasurers Report:** Hucek distributed the Treasurers Report for review.

Balance of the checking account as of 03-09-05:	\$9,852.24
CD balance as of 06-25-04:	\$5,893.34
Total Balance:	\$15,745.58

Hucek said WEMA had 191 paid current members. She sent several notices to members who have not paid dues. Hucek has not received any feedback from these non-paying members. Peltier asked her to send him the list. The list will be distributed to members to see if anyone recognizes the name or names so these non-paying members can be contacted. The list of non-paying members is not part of the 191 current members. Motion (Elliott/Schliesman) to approve the Treasurers Report. Motion carried.

5. **WEM and WEMA Certification Programs:** Rude said WEM Management approved the certification. Jerry Haberl will be distributing a WEM Information and Guidance Memorandum in the near future. DeMeuse asked if the date has been changed. Rude said no changes. A date of 2007 from the approved date will be the changeover.
6. **WEMA Website:** Peltier stated Trina Rabida (Website Contractor) has added a few new items to the webpage. Peltier mentioned the website has received several "hits" in the last month or two.
7. **Sub-Committees: OJA Interface Committee (Schliesman, Elliot, Fritsche, Braun).** Schliesman said another meeting with OJA and the WEMA OJA Interface Committee will be scheduled in the near future. A discussion began with Peltier asking "How does regionalization affect Wisconsin's Home Rule?" There was some discussion, but it was later decided that it is an issue to be taken up by the OJA Interface Committee. Kunesh said OJA will be presenting the 2005 Homeland Security Grants at the conference. OJA will be creating another advisory group comprised of Task Force Commanders. Connor said she was puzzled about page 3 on the OJA Bulletin 04-24. Page 3 of OJA Bulletin 04-24 talks about public safety agencies can go online and apply for training funds. Connor said, it sounds like you are cutting WEM out of the process. Kunesh said agencies can go on line for training funds but exercises still have to be approved by WEM. Connors further stated in FY '03, auditors wanted to see our records on who is trained and who is not. How are we supposed to do that? Kunesh said we can still have them go through County EM Departments or have OJA send a courtesy copy of agencies receiving the training to the County EM Departments. Krusiec pointed out that County EM Departments are mandated to prepare training and exercise programs. Why are we creating a new level, this should all go through WEM, and the "Backfill and Overtime" Program for training should be back in WEM also. Kunesh responded with, this is not a new level but the same level, a state level. OJA does not want public safety agencies to have to go through two state agencies. The locals have the right to apply for grants. Fire Chiefs & Police Chiefs have the right to apply. Regional teams have the right to apply and they are not tied to a county entity. A new system will track members and agencies and should be operational by July 1, 2005. This will give County EM Departments a notice of the agency and training applied for. Krusiec was concerned about the money being allocated to local entities and that OJA was receiving more money and allocation of funds for administrative costs. Discussions then started on training being denied because of lack of training funds. Krusiec, Sims, and Schliesman stated they received letters from WEM denying them training due to lack of training funds available. Kunesh stated the FY 2003 training dollars are gone and FY 2005 training funds will be allocated to WEM on July 1, 2005. New restrictions on the training funds include all instructors to be ODP certified. OJA will be putting out guidance on ODP certification and requirements to be an ODP certified trainer. Stenbol asked where the FY 2004 training dollars went? Kunesh said he asked Haberl at WEM if they needed anymore funds for training. WEM said they did not; they still had FY 2003 training dollars to expend. A decision was made by OJA and WEM to use the FY 2003 training funds instead of FY 2004 funds

because FY 2003 funds had less restrictions. Peltier decided it would be best to have OJA and the WEMA / OJA Interface Committee to schedule a meeting and talk about WEMA member concerns. Kunesh mentioned there are 12.8 million dollars available in Interoperability funds from the FY 04-05 grants. The equipment grants will be let out for Request for Proposal in June / July. OJA is still working on a Tech Committee and statewide formalization of Regional Teams.

8. Report on Homeland Security Assistance Program Meeting:

9. Appointments / Resignations:

- A. SW Regional Representative – Motion (Elliot / Schliesman) to appoint Pat Beghin (Columbia County Emergency Management Director). Motion carried.
- B. WEMA Secretary – Peltier thank Lowman for the great job as WEMA Secretary and congratulated him on his new position as the WEM Northeast Regional Director. Motion (Elliot / Sims) to appoint Mark Fritsche (Dodge County Emergency Management Director). Motion carried.
- C. GLITC Emergency Preparedness Team Representative - Motion (Sims/Elliot) to appoint Fred Camacho. Motion carried.

Fritsche suggested that WEMA should look at Jennifer Warmke to represent Citizen Corps. Warmke is the Vice-Chairman of the State Citizen Corps Council.

10. Updates from Reps on Regional / State Committees (i.e. HRSA, OJA etc): Schliesman mentioned he was on the Governor's Advisory Committee for Interoperability.

11. Statewide Mutual Aid Agreements: Peltier talked about a 72 county mutual aid agreement between county emergency managers. Peltier said it is great if regions have a mutual aid agreement, but what if we have floods/severe storms like last year that affect specific regions. Fritsche stated the northern counties have the DNR fire teams to turn to for an asset in the event of a disaster; however the southern regions don't have that asset available. Fritsche further stated that what Peltier and I discussed was looking at a team of EM directors or PA's across the state that a County EM Department could access in the event of a large disaster such as a tornado in Dodge County. A discussion started whether SB120 covered emergency management or not. Peltier asked Sims to look into it.

12. WI Crime Prevention Practitioners Association - WisTap:

13. Education and Outreach – PSA's Peltier stated WEMA will put together a ad-hawk committee. Ask the question whether members thought the PSA's for WEMA was worth the money.

14. Conference Calling: Loeffelholz discussed the conference calling and who would pay for long distance.

15. Other Business Items: Certified Emergency Response Teams (CERT) was the big topic. Is the county liable or not for training CERT members? Krusiec stated their CERT training is being done by the American Red Cross. Hopefully, any liability would fall beneath their responsibilities. Discussion mentioned Michael Jordan, OJA – Citizen Corps, and that he could not answer questions on liability. Fritsche stated that Dodge County is conducting CERT training and that the liability would fall under the county in the event Dodge County requested these people for an event. Dodge County is developing very strict policies and guidelines and a selection process for people getting CERT trained. These policies/guidelines/processes include background checks and membership into the Dodge County Citizen Corps. Peltier ask Fritsche, upon completion of these requirements, to please forward them to him.

Peltier asked if anyone had suggestions for a GIS Representative to WEMA. Krusiec mentioned Dave Janda – Dane County Emergency Management in charge of Communications Warning is a good candidate. He works with Arc view/GIS. Borchardt mentioned Jane from Adams. Peltier asked Krusiec and Borchardt to check with these people and see if they would want the position.

Revised bylaws were handed out. Peltier ask everyone to review for the next meeting.

16. Items for Next Meeting: Revised Bylaws, GIS Representative, Citizen Corps Council Rep, OJA Interface Committee Meeting.

A request to go into close session was requested. Motion carried.

A request was made to adjourn the closed session and reconvene into open session. Motioned carried.

17. Adjournment: Motion (Sims/ Schliesman) to adjourn. Motion carried. The meeting was adjourned at 4:00 P.M.