

EMERGENCY MANAGEMENT MEETING  
MINUTES OF  
Friday, July 1, 2016

Present were: Fred Clary, Jeanetta Kirkpatrick, Kerry Severson, Darin Gudgeon, Amber Burch and Jeanne Rice

Fred called meeting to order.

Jeanetta made motion, seconded by Kerry to approve notification and agenda of meeting - motion carried.

Jeanetta made motion, seconded by Kerry to approve minutes of April 1, 2016 meeting - motion carried.

Election of Officers:

Chair -- Jeanetta nominated Fred Clary. Jeanetta made motion, seconded by Kerry to close nominations and cast unanimous ballot for Fred - motion carried.

Vice Chair - Jeanetta nominated Kerry Severson. Jeanetta made motion, seconded by Fred to close nominations and cast unanimous ballot for Kerry - motion carried.

Secretary - Jeanetta made motion, seconded by Kerry to appoint Jeanne Rice - motion carried.

AmeriCorp Volunteer Management Plan:

Darin gave brief overview. One of Amber's duties was to complete a Volunteer Management Plan (VMP) to assist the county during a disaster event and integrate spontaneous volunteers.

Amber has coordinated with Health and Human Services and Emergency Management.

Amber explained some of the basics to the Plan for the spontaneous volunteers, starting with the volunteer reception center. The EOC would determine the tasks needed and capability of volunteers.

When the Plan is activated, volunteers are signed in to the municipality involved in the incident after the disaster is declared. The municipality is responsible, not the county. The volunteers are not covered under Workman's Compensation - covered only what is determined by their capabilities and assigned tasks. Neither the municipality nor county are responsible for injuries incurred during an event.

For those under age 18, federal child labor laws trump the event plan.

Amber has given copies of the Plan to Darin, Marianne and Patrick. This is not a contract so it doesn't have to go to Corporate Counsel. It is an addendum to the Emergency Operations Plan.

Darin oversees the EOC. The municipality manages the event, we are supporting them. The Plan will be put on the website for public information when it is completed.

Kerry made motion, seconded by Jeanetta to accept the AmeriCorp Volunteer Management Plan (VMP) - motion carried.  
We can offer the Plan to municipalities. It is their option to accept or use the Plan during a minor event.

HMEP Update:

Have set dates and schedule of events for workshops for the 4 county consortium involved in HMEP. Decon training is set up in the 4 counties. Schreiber's is hosting training for Richland County. Fire and EMS will be involved with the HAZMAT team. Tabletop exercises are planned. John Heinen is facilitating the exercises. The Foundry's plan is still active. The Foundry has started up again and should be completely operational in the coming year.

Review of Bills:

Darin went over recent bills for Emergency Management and LEPC. Jeanetta made motion, seconded by Kerry to approve bills presented - motion carried.  
As of the end of May, remaining balance in Emergency Management budget is \$42,736.88.  
As of the end of May, remaining balance in LEPC budget is \$15,552.06.

Next meeting set Friday, August 26, 2016 at 1:30pm.

Kerry made motion, seconded by Jeanetta - meeting adjourned