

Montgomery County Board

EMA/Ambulance Committee Meeting Minutes

Date: Tuesday, March 5th, 2013

Time: 3:30 PM – EMA Office

Members Present: Vice Chairman Chuck Graden, Joe Gasparich, Sharon Kuchar, Mike Webb, and Vice County Board Chairman Mary Bathurst

Members Absent: Chairman Glenn Savage and County Board Chairman Roy Hertel

Others Present: EMA Director Diana Holmes

The committee met today to discuss the following:

Ambulance Call Reports:

A summary of monthly operations for **January 2012** is as follows:

Total calls: 428 Total amount billed: \$258,481.80 Amount collected: \$144,221.51

AMBULANCE REPORT:

1. **Collections:** Total Collections for **February** are **\$115,651.82** (Old System \$129.00, New System \$115,522.82)
2. **Pinnacle Collections:** Out of business. Director Holmes has requested all files to be returned.

EMA:

1. **Defibrillator Units:** Director Holmes reported that she has updated the defibrillator units in the Courts Complex, Historic Courthouse and Annex building. Holmes dropped off batteries and electrodes to the sheriff's office for their two units. Gasparich asked if the units at the Sheriff's office were operational and Holmes didn't know as she gave them the replacement batteries and electrodes so that they could replace them.
2. **Regional Meeting:** Holmes and Ulrici attended the Regional IEMA meeting on February 8th, 2013.
 - **Exercises for EMPG Grant:** Require 3 per year. Gasparich suggested doing an exercise in the fall perhaps with the Health Department and or HazMat team. Holmes will check with Hugh Satterlee.
 - **Emergency Powers:** Need a page in the Emergency Operation Plan with a list of emergency powers. Order is 1.) County Board Chairman Roy Hertel, 2.) Vice County Board Chairman Mary Bathurst, 3.) Finance Committee Chairman Joe Gasparich.
 - **Impact Statement:** When declaring a disaster/major event, will need an Impact Statement from the municipalities. (Collect all information)
 - **Normal Expense versus Disaster Expense:** County policy must state what would be considered for overtime expense.
 - **Salary Positions/Overtime Pay:** Salary positions must have documentation that would pay overtime expense. A county or city cannot collect without a statement in writing. County Board would need to adopt a policy if the County plans on making a claim for these funds. Criteria would need to be set up stating what would constitute overtime pay for a salaried position. Something would need to be put in the County Disaster Plan to show what the

Union Employees are paid. Bathurst suggested that Holmes contact Assistant State's Attorney Betsy Wilson to come up with language to address this.

- **Damage Assessment:** State will need to know total damage assessment. Holmes stated that it will be Supervisor of Assessment Ray Durston's job to assess damages. This is already in the County Emergency Operation Plan.
 - **MOU (Memorandum of Understanding):** With city and townships for help?
 - **County Businesses:** Do they have a committee that works together to keep business open during a major event?
3. **Winter Storm:** February 21st, 2013. The County did not have any major impact from the storm. All the shelters were set up for standby. No shelters were needed.
 4. **Tornado Exercise:** March 5th Statewide Tornado exercise was set for 10:00 a.m. has been postponed. Test date changed to March 6th. All schools, hospitals and nursing homes/assisted living have been asked to participate.
 5. **Communication Exercise:** Working on a communication exercise for all County agencies. Holmes will check with Stan Kruchas for a contact phone number to work on planning this exercise.
 6. **NIMS Classes:** IEMA suggested that all emergency powers take the following online classes: 700, 800, 100, 200. Gasparich suggests doing these at four different times. All EMA Committee members could also participate in this exercise. Gasparich suggested that County Board Administrator Chris Daniels also take these courses. Gasparich will have an hour training session before the monthly EMA meeting.
 7. **Old Radiation Detection Equipment:** All old radiation detection equipment needs to be accounted for and turned over to EMA. This equipment was distributed by the "Old Civil Defense" office way back in the day. (1950's or 1960's) Hillsboro and Raymond don't have any old equipment. Gasparich stated the HazMat team has all new radiation detection equipment.
 8. **EMPG Grant:** IEMA has made an adjustment on the EMPG Grant for Montgomery County. We will receive an extra \$1,395.80 (2012 funding).
 9. **Security Issues – Meeting with Sheriff's Department and Circuit Clerk's Office:** A meeting to discuss Building security issues has not been set up at this time.

Week of	Hillsboro	Litchfield	Nokomis /Witt	Farmersville/ Waggoner	Raymond/ Harvel	Total
02/04/13	40	25	0	1	5	71
02/11/13	34	7	7	9	3	60
02/18/13	55	26	7	2	0	90
02/25/13	0	32	8	5	2	47
	129	90	22	17	10	268

Processed Reports

Motion by Mike Webb, second by Sharon Kuchar to pay bills. All in favor, motion carried.

Motion by Mike Webb, second by Joe Gasparich to adjourn the meeting. All in favor, motion carried.

Meeting ended at 4:05 P.M. Minutes respectfully submitted by acting Secretary Christine Daniels as deputized by the Montgomery County Clerk and Recorder, Sandy Leitheiser.