

Montgomery County Board

EMA/Ambulance Committee Meeting Minutes

Date: Tuesday, January 4th, 2012

Time: 3:30 PM – EMA Office

Members Present: Chairman Glenn Savage, Chuck Graden, Joe Gasparich, Sharon Kuchar, Mike Webb and County Board Chairman Roy Hertel

Others Present: EMA Director Diana Holmes, Marchelle Kassebaum, Holly Lemons, Rick Robbins, Stan Krushas, Dave Sumpter

The committee met today to discuss the following:

Ambulance Call Reports:

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

Total calls: 300 Total amount billed: \$173,983.60 Amount collected: \$110,055.20

AMBULANCE REPORT:

1. **Collections:** Total Collections for **December** are **\$93,654.11** (Old System \$-4.00, New System \$93,654.11)
2. **End of Year Report:** See attached.

EMA:

1. **IEMA – Stan Krushas Region 8 Coordinator:** Stan Krushas the IEMA Region 8 Coordinator gave a presentation to the EMA committee regarding the roll and function of Illinois Emergency Management. Krushas explained that Emergency Management has evolved into a discipline like; other emergency responders, police, and fire. The County emergency manager is the conductor that would coordinate efforts to bring a community back up to speed after a disaster. Administrative Code pertains to the local county and municipal entities. Incident Action Plans can be taken as a legal document. Krushas explained the Phases of Emergency Management. Prevention, Mitigation, Preparedness, Response, Recovery. Preparedness is a continuous process. Training is ongoing and increasing. Training should address skills function under the conditions likely when the skill must be conducted. Holmes has sent different aspects of the Emergency Operation Plan to different departments to look at for any updates.
2. **Security Questions:** Circuit Clerk Holly Lemons reported she received information from Lee County that addresses security issues in the courthouse. Lemons would like to see a policy and procedure for security at the Courts Complex. Per Gasparich, the Lee County document is very generic and complicated. He feels that a simpler plan would be more effective and shared an example for the Nokomis Police Department.
3. **Montgomery County Sheriff's Office:** Per Undersheriff Rick Robbins, security meetings will start with the Courts Complex and then go to the Historic Courthouse and Annex. Courthouse Security Annex – A plan for “what if” scenarios for the Courthouse. The Sheriff Department will do the criminal acts and Holmes will take care of natural disasters and fire for the EOP.

4. **ROE – School Emergency Plans:** Marchelle Kassebaum reported that the nine school districts each have a crisis management plan. Kassebaum is having a Principal's meeting at the Historic Courthouse on January 15th at 9:00 a.m. Undersheriff Robbins explained that he has been to different trainings for school emergencies. There has been a full scale mock event at Nokomis School. Schools should be having emergency exercises. Holmes has emergency plans for Hillsboro, Litchfield and Nokomis schools. Holmes has also received some nursing home emergency operation plans.
5. **Accreditation for 2013:** Have received accreditation for 2013.
6. **Online Classes:** All online classes have been completed as of 12/24/12.
7. **ICS 402 Class:** Joe Gasparich explained that he will be teaching a three hour class in March.

| Week of | Hillsboro | Litchfield | Nokomis /Witt | Farmersville/ Waggoner | Raymond/ Harvel | Total |
|----------|-----------|------------|---------------|------------------------|-----------------|-------|
| 12/03/12 | 46 | 33 | 12 | 7 | 10 | 108 |
| 12/10/12 | 59 | 11 | 6 | 1 | 3 | 80 |
| 12/17/12 | 0 | 26 | 7 | 1 | 0 | 34 |
| 12/24/12 | 61 | 28 | 0 | 5 | 8 | 102 |
| | | | | | | |
| | 166 | 98 | 25 | 14 | 21 | 329 |

Processed Reports December 2012

Motion by Chuck Graden, second by Mike Webb to pay bills. All in favor, motion carried.
 Motion by Mike Webb, second by Sharon Kuchar to adjourn the meeting. All in favor, motion carried.
 Meeting ended at 4:55 P.M. Minutes respectfully submitted by acting Secretary Christine Daniels as deputized by the Montgomery County Clerk and Recorder, Sandy Leitheiser.

DRAFT