

Montgomery County Board EMA/Ambulance Committee Meeting Minutes

Date: Jan.2nd 2014

Time: 3:30 PM – EMA Office

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

Others Present: Diana Holmes and Megan Beeler

Ambulance Call Reports: - Due to the Holiday ambulance reports and collections will be given at the meeting of the full board on Jan.14th.

EMA:

- 1. Update/Approval** – CMS Resolution (renewal) was presented to the committee. **Motion by Sharon Kuchar and second by Chuck Graden to recommend the approval of the Resolution for Participation in the State of Illinois Federal Surplus Property Program to the full board. All in favor, motion carried.**
- 2. Update/Approval** – Holmes reported that she spoke with Mary Purcell who works in the GIS Office on the third floor of the Historic Courthouse. Purcell stated that we need a window ladder, and pull station on east side of third floor. This issue will be referred to the Building and Grounds Committee.
- 3. Update/Approval Illinois Public Works Mutual Aid Organization (IPWMAN):** Joe Gasparich recommends that the County join this Organization for a \$250.00 per year membership. This will allow the County to get mutual aide assistance from other counties that belong to this. There are many counties around us that subscribe to this organization. Committee members discussed that if we join this organization and something serious happens, there is a point where we can say that we can't participate due to costs. You can only send the help and resources that you can afford to send. Savage asks committee to review the fine print and Holmes will get the document to Assistant States Attorney Betsy Wilson to review and advise. We must be NIMS compliant and pass a resolution to agree to belong to this organization. **Motion by Savage and second by Webb to approve the resolution to join IPWMAN pending review and recommendation from the States Attorney's Office. All in favor, motion carried.**
- 4. Update/Approval LEPC (Local Emergency Planning Committee) Meeting:** Holmes stated that the LEPC meeting will be held on Monday, January 27th, 2013 at the Montgomery County Health Department. Food will be served at 6:00 pm and the meeting will start at 6:30 pm.
- 5. Update/Approval AED/CPR Class:** Holmes stated that this is for Employee's and Board members only and is scheduled for February 12th, 2014.
- 6. Update/Approval EMA Truck Block Heater:** Holmes reported that an new block heater was ordered on 12/23/2013 for \$227.62
- 7. Update/Approval Meetings with Local officials.** Mike Webb stated that he will work with Joe Gasparich to get info on the MABAS program to present to the local officials. Goal is to show the local officials what MABAS is about and what it can do for them.

8. **Update/Approval Regional Meeting January 17, 2013:** Holmes and Cathy Ulrici will attend.
9. **Update/Approval Emergency Plans for COOP:** (Continuity of Operations Plan for the 4th Judicial District) Holmes stated that there is a plan in place. Input from all counties in that district. Final approval will be made by Judge Schwarm. Holmes stated that if Montgomery County Courthouse is not operational, they could work out agreements with another County to do court, versus finding an alternative building in our County. Witt School was to be used, but the schools are not secure enough. Holmes stated that States Attorney Matoush has Judge Schwarm's plan and she hasn't received a copy yet. Homes attended five meetings regarding an emergency location to hold court if there was a disaster and our Courthouse was severely damaged.
10. **Update/Approval Fire Extinguisher Inventory:** Holmes stated that she is getting a list from Mac's Fire. (Will have a list together by Tuesday Jan.7th) We are asking Lloyd to check out the fire extinguishers in the buildings each month and sign off on each tag. Lloyd is responsible for getting the information from all the offsite buildings so we can give this information to the insurance company.
11. **Other Business:** Update/Approval GIS Flyover: Megan Beeler asked committee members if they had any questions or concerns regarding the GIS flyover and new online web based system that was presented at the December Full Board meeting. Beeler stated that we need to build the proper layers so this will be beneficial. This will impact the way we do business in several county offices like SOA, Treasurer, County Clerk, Sheriff and Emergency Services. The presentation was also shown to the County assessors at their annual meeting last week. Goal is to increase the assessments in the County. Webb stated that the new system would be beneficial for quickly identifying property assessments of a damaged area for FEMA or grant assistance.
12. The Material Safety Data Sheets have to be kept where the chemicals are stored, so each department has to keep their own and a copy will need to be sent to Lloyd.
13. Later Rain ministries: Holmes stated that they have been trying to get a special permit. State of Illinois asked Diana for a location to hold a large meeting with facilities. Holmes stated that she sent the list to Later Rain ministries so that if we ever needed a big place to hold a meeting, could they accommodate us and they said yes if they get a special waiver from the City of Litchfield. The City of Litchfield has agreed to give them the variance to house people/volunteers in case of a major event.
14. Holmes will notify all the shelters on Monday morning if there is a need Monday when the temperatures fall below zero degrees. Hertel asked Holmes to notify Tobin Ott at WSMI to be aware that PIO Sandy Leitheiser may be calling him if there is a need.

Pay the Bills: Motion by Graden and second by Kuchar to approve the bills. All in favor, motion carried.

Adjourn: Motion by Graden and second by Webb. All in favor, motion carried.

Time: 4:20 PM

Minutes respectfully submitted by acting Secretary Christine Daniels as deputized by the Montgomery County Clerk and Recorder, Sandy Leitheiser.