

**WINNEBAGO COUNTY  
EMERGENCY MANAGEMENT COMMITTEE  
Video Conference Meeting  
Oshkosh WI  
February 1, 2021**

**Members present:** Mike Brunn, Paul Eisen, Vicki Schorse, Bill Wingren

**Also present:** Becky Powers, Eric Rasmussen

**Excused:** Tom Ellis

Chairman Schorse called the Emergency Management Committee virtual meeting to order at 9:00 a.m.

**1. Comments and/or correspondence from the public**

None have been received.

**2. Director's Report**

• **Sirens**

- The fall siren maintenance resulted in several sirens needing new batteries. Due to the time and money invested in that, we pushed back a siren move project on Omro Road to the spring, and will carry over funds from the 2020 budget to cover it.
- Siren head cleaning (done every five years) is due in 2021 and is scheduled for spring. This requires rental of a bucket truck and one of the county electricians.

• **Training & Exercise**

- We have worked on laying out a schedule for training and exercising for the next couple of years. The most benefit in exercising comes from doing a progressive series, building on the experience and lessons learned from each exercise.
- In 2020, COVID-19 limited our activities, but we were able to do an exercise in December with the CART that went well. The focus of that was testing communications with the use of the new mobile command post, and it worked smoothly.
- We have plans to host these trainings:
  - June, 2021 - Local Elected Officials
  - September, 2021 - ICS/EOC training for County Department Heads
  - January, 2022 - COOP/COG for County Department Heads
- We have scheduled an exercise series with Fox Crossing, beginning with a tabletop in June, 2021, followed with a functional exercise in November, 2021 and a full-scale exercise in May or June, 2022.
  - An opportunity came in January for us to submit an application for an exercise grant to fund the Fox Crossing series. If we are awarded that grant, it will free up some of the funds budgeted under Professional Services that can be used for other projects.

- The annual Governor's Conference on Homeland Security & Emergency Management that is scheduled every March has been cancelled for 2021. In addition to networking, that conference always provides occasion for continuing education. Although it is cancelled this year, our grant requirement of 32 hours professional development per staff member is unchanged, so we will continue to look for other training opportunities during the year to meet that.
- **Mobile Command Post**
  - Paul Eisen asked for a report on the use of the new mobile command post. Eric Rasmussen reported that it has only been deployed once since we received it in August – on a SWAT call the first week we had it. He has trained about a dozen people in driving/set up and use of the MCP, and the feed back has been very positive. The Sheriff's Office has been able to complete two upgrades in the equipment in the MCP; the installation of a communications unit that extends patching for interoperability, the ACU 2000, and a viewing system, Agile Mesh, that works with cameras installed on the Bearcat. These upgrades have really contributed to putting our command post in line with the best units in the state.
- **COVID-19 Response**
  - We are switching gears from test site support to add a focus on supporting vaccination. The project for mobile vaccination teams at Sunnyview this week came up very quickly at the end of last week. They anticipate vaccinating 5500 people over six days this week, and hope to extend that Monday, Wednesday and Friday next week to vaccinate another 3000.
  - Menasha Health Department has also requested a mobile vaccination team for four days at the end of the month.
  - Registration was done online Sunday for 5500 slots, and filled up very quickly. They are currently using Sign-up Genius; not an optimal platform, but really the only thing available at this time. There has been no guidance or platform provided from the federal or state level, so each county is trying to devise their own registration system. We continue to recommend that people contact their own physician or pharmacy for vaccination.
- **Other department activities**
  - Incident at Galloway Company in Neenah – we coordinated with Red Cross and Neenah Menasha Fire Rescue to arrange shelter for people while the issue was resolved
  - Menasha apartment complex fire – 50 apartment units were evacuated, and we worked with Red Cross again to arrange sheltering; as of last Friday, some of those arrangements were still being used
  - With the assistance of consultant Lenora Borchardt of EPTEC, Inc. we are doing a major overhaul of our Emergency Response plan to align it with updated standards issued by FEMA.
  - EPTEC has written a Debris Management Plan for us. Eric and Becky are in the process of reviewing the draft; when it is finished, it will be submitted to WEM for their review and approval. It will be the first debris management plan in the state that is written to new federal standards.

- The Hazard Mitigation Plan update is nearing completion, and we hope to have it out for review later this spring.

### 3. **EPCRA Report**

Eric Rasmussen reported on the status of EPCRA offsite facility updates. Plans due for update in the 2021 Plan of Work have all been sent out to facilities for review, with the exception of the Farm Plan, and some of the materials are being returned already. For FFY2021 Plan of Work, we are required to update a minimum of 25% of our facilities (about 27) but in Winnebago County, we generally try to update all facilities every three years instead. That means doing about 46 plans this year, including plans for seven new facilities.

### 4. **Budget Report**

We don't normally meet this early in the year, so there isn't much reflected on the budget report at this time. As noted earlier, there will be some funds carried over from the 2020 budget:

- Hazard Mitigation Plan Update - \$25,000 grant revenue and \$25,000 expense
- Computer & Hazmat Response Equipment grant - \$10,000 grant revenue for the 2020 grant award, which has not yet been received
- Siren relocation - \$10,000 expense

If we are awarded the exercise grant (approximately \$20,000), we will bring that as a Budget Transfer to the EM Committee, then to Personnel & Finance Committee, and then to the County Board for approval.

### 5. **Emergency Management Staff Transition Plan**

- There were seven applicants for the Deputy Director vacancy and four candidate interviews have been scheduled on February 11.

### 6. **Approval of Minutes**

Bill Wingren made a **MOTION** to approve the December 7, 2020 meeting minutes as written; Paul Eisen seconded the motion; all voted in favor; motion carried.

The next meeting will take place on April 5 at 9:00 a.m., via Zoom. **MOTION** to adjourn by Paul Eisen; seconded by Mike Brunn; all in favor; motion carried. Meeting adjourned at 9:42 a.m.

Respectfully submitted,

Becky Powers