

City of Brodhead
Emergency Management Committee Meeting Minutes
March 9, 2016

Present: John Bernstein, Police Chief Chris Hughes, Deputy Police Chief Brian Raupp, Wade Boegli, Jeff Peterson, and Heather Osborne

Absent: Dick Hale, Rich Vogel, Roseann Meixelsperger, Chris Searles, Rob Scheidegger, and Trent Gerber

Call to Order: Meeting called to order by Bernstein at 10:00 a.m.

Agenda: No changes to agenda

Previous meeting minutes: Motion by Peterson. Second by Osborne to approve minutes from February meeting. All ayes. Motion carried.

Public Concerns: No public concerns

Committee Comments: No committee remarks

Combining Committees: Chief Hughes explained that the change to the committee structure would assign Emergency Management responsibilities to the Public Safety Committee. The Chief or his designee would be the coordinator for Emergency Management functions. The Emergency Management manual has been moved to Police Department to be maintained. Each January department heads will review the manual for annual updates and set a schedule for times to meet for events, exercises etc. meetings would most likely be quarterly. A meeting invitation will be extended to the council president, EMS and Fire. This will be recommended at tonight's Public Safety Meeting. Chief Hughes stated they will add an agenda item on the Public Safety agenda quarterly and have Tana come in to address any concerns. The only people that need to be FEMA/NIMS certified are council members. There has been an issue in the past to get council members certified. Deputy Chief Raupp suggested that we hold a special council meeting to certify council members. He is certified to conduct the training. The city ordinance will need to be changed to reflect this restructuring. Motion by Withee to revise ordinance. Second by Bernstein. All ayes. Motion carried.

Fire District: Osborne stated that there are several trainings taking place at the airport this year. There will be a functional exercise at the High School on April 6th, April 30th will be Mass Casualty Incident training.

Police Department: Deputy Chief Raupp informed the committee that the Brodhead School District recently completed In-service training. Training involved lock down and active shooter. They addressed several questions by school staff on how to handle several different incidents and scenarios.

Future agenda items: Add Emergency Management agenda item to Department Head Meetings for January, April, July (covered bridge days) and October.

Motion by Peterson to adjourn. Second by Osborne. All ayes. Motion carried.

Respectfully submitted by Teresa Withee