

Meeting called to order by Chairperson John Bernstein at 10:00 AM.

**Present:** Brian, Jeff, John, Heather, Richard.

**Guests:** Tanna McKeon, Jamie Olson,

**Absent:** Rich, Chris

Approval of minutes of last month's meeting by Jeff, second by Richard. All Aye.

**Training for Committee members.** PIO class in June will be attended by Brian R., Trevor L., John B., and Amy R. Each person needs to sign up individually on the Wisconsin Training Portal at [www.trainingwisconsin.org](http://www.trainingwisconsin.org). Once the newly elected officials are in place in April we will work on getting everyone up to date on NIMS and other training.

**CBRF'S/Nursing Homes:** Brian stated discussion from last month re: City's liability for the nursing homes. Jamie Olson stated in ordinances only discussed residences in a lodging house have two (2) different phone numbers to contact in case of emergency. These nursing homes are licensed by State of WI – they should have a policy on emergencies. Bureau of Nursing Homes would be the contact site. Recommend the City contact the nursing homes to ask what the procedures are for nursing homes. Ask each one if they have a procedure to comply with State of WI requirements. First thing would be to contact the licensing agency and ask them what is required. Discussion by members on scenarios with entities listing the City as emergency contact. Have not yet received an emergency plan from Caring Hands, although they were hand delivered a letter by our Police Department requesting that information. Attorney Olson stated it is important that they are compliant with their license, and each license may have its' own requirements. Richard H. stated Caring Hands has new ownership recently. Tanna suggested ADRC-Green County may have the license requirements, Tanna will provide the type of nursing home it is.

**House Number Campaign:** Jamie researched the ordinances, and to see if the state statutes reference it. Couldn't find it, but it does reference the NFPA (National Fire Protection Association). Heather has the NFPA references, and will provide the cross referencing to Jamie. If it doesn't reference it, the City can always create an ordinance for safety in emergencies. Jamie checked the Building Code and could not find anything in the ordinances. Jeff stated the Building Inspector had required it. Jamie will continue researching and may create an ordinance.

**Old Business:** Committee membership – John B. is still waiting for the pastoral board to see if they would consider joining. Roseann stated Teresa may be interested.

**Green County Emergency Management Training:** Tanna asked about a Brodhead Disaster Drill. John B. is waiting to hear from the airport. Tanna asked for a confirmation by next week, to schedule a trainer. Planning on the end of June to have a table top – time is of the essence. Discussed the upcoming PIO training that 4 individuals will attend - John B., Brian R., Trevor L., and Amy R. Tanna stated there are still 12 open seats. There will only be a charge if you do not attend - \$25.00 for each day of class that is missed. Green County EM is coordinating a community event at Wal-Mart Saturday, September 12<sup>th</sup>.

**Correspondence:** Brian R. has a free pipeline safety awareness program in Janesville, April 20, 2015 at 5:30 p.m. Other locations are available – Darlington on April 22<sup>nd</sup>, Madison on May 30<sup>th</sup>. See Roseann for RSVP details.

Jeff has been working on finding more information out on contacts for high pressure gas issues training. Discussion. Jeff had sent the high pressure map to the committee members, and is continuing to get verification as to which phone numbers to call and in what order. Need to be more concerned with above ground pipes. Tanna will research.

Brian R. also had an e-mail back from Med Flight, who plans to come for the Brodhead Mock Accident.

**Disaster Drill 2016:** Monroe Airport will host in 2016. Tanna stated this is coming off the table top. Need to accomplish table top, then functional exercise prior to the Disaster Drill 2016. Need to get the planning group together next week.

Member training: No Report

**Contact update:** Jeff suggested we go thru the book again, and review it for updating. Put on next agenda. Roseann will find out who is the Brodhead Red Cross contact.

**Next Meeting:** April 15<sup>th</sup> 10 a.m. Conference Room – Roseann will bring treats

**Adjourn:** Motion by Jeff. Second by Richard. Adjourned at 10:55 AM

Emergency Management Committee Minutes Wednesday, March 18th, 2015

Submitted by: Roseann Meixelsperger