



## Clayton County Emergency Management Commission Minutes November 28, 2023

### Call meeting to order

Meeting was called to order at 1836 by Chair Dan Torkelson.

### Roll call of voting members

Fred Schaub (Vice Chair, Guttenberg), Dan Torkelson (Chair, Farmersburg), Nioka Schroeder (Garber), Marcus Kahrs (St. Olaf), Sheriff Mike Tschirgi (CCSO), Doug Reimer (BOS), Dennis Koenig (Postville), Pam Breitbach (NBV), Al Breitbach (NBV), Sarah Moser (Secretary)

### Approval of Agenda

Motion by Sheriff Tschirgi to approve the agenda, second by Nioka Schroeder, motion carried unanimously.

### Approval of minutes

Motion by Sheriff Tschirgi to approve the minutes, second by Doug Reimer, motion carried unanimously.

### Updates

**Mississippi River Flooding-** Marquette, McGregor, and Guttenberg have applied for public assistance through FEMA. Sandbags that were utilized from EMA were from Homeland Security so they will be seeking reimbursement and we don't need to locally.

**RR Exercise-** August 3<sup>rd</sup> in Jackson County, 9 County Local Emergency Planning Committee (LEPC) and RR collaborating to conduct this exercise.

**Command Van-** Sam and Sarah are finalizing details with 10-33 out of Wisconsin for the outfitting of the command van. They will present to BOS in the near future.

### Draft Budget

Sarah presented the starting point for the budget for input. Part of the discussion was centered around salary. Sarah shared comparisons from other counties of similar area, hazards, population and years of the EMA being in their position.



### **National Qualification System (NQS)**

A new requirement for the Emergency Management Performance Grant is the EMA completing required NQS skillsets. In order for the skillsets to be signed off, a qualification review board needs to be established. Ideas were shared of different people who would be able to sign-off on the tasks. Sarah will bring back final language for the meeting in January.

### **Election**

**Vice Chair-** Dan Torkelson was nominated by Marcus Kahrs, second by Pam Breitbach. Nominations ceased. Motion carried for Dan Torkelson being Vice Chair.

**Secretary-** Sarah Moser was nominated by Sheriff Tschirgi, second by Marcus Kahrs. Nominations ceased. Motion carried for Sarah Moser being Secretary.

### **Meeting schedule for 2024 is as follows:**

January 23, 2024

April 23, 2024

July 23, 2024

November 26, 2024

### **EMA Assets**

Discussion on EMA assets, where they are located, and who has the authority to move them. Chair Dan Torkelson asked about putting together a list of EMA assets. Sheriff Tschirgi advised there are a few EMA assets at the Sheriff's Office. Sarah will get them moved. EMA generator that has been stored at Farmersburg Secondary Roads Shop will be being addressed with the Engineer.

### **Railroad/HazMat response discussion**

We discussed previous ways response has been handled by locals and railroad personnel. There is some discrepancies in how responders will work with railroad. Sarah is going to contact CPKC rail police to set up a time for a presentation.

### **Open session/new business**

Nothing at this time.



**Close of meeting**

Motion to adjourn by Pam Breitbach, second by Nioka Schroeder, motion carried unanimously.

Meeting adjourned at 1934.

Respectfully submitted,

Sarah Moser