



State of Wisconsin
Homeland Security Council

Department of Military Affairs
2400 Wright Street
Madison, WI 53704

Homeland Security Advisor

608-242-3000

Open Session Meeting Minutes

**Department of Military Affairs
Classroom 230**

**Monday, November 15, 2004
10:12 a.m. – 11:06 a.m.**

Members present: Chair Major General Albert Wilkening (DMA), David Collins (WSP), Johnnie Smith (WEM), and Jim Warren (DCI). Dave Steingraber (OJA) was teleconferenced in.

Members Absent or Excused: Ken Baldwin (retired - DHFS) and Marc Schmidt (CapPol).

Alternates present: Tom Anderson (DHFS alternate), Mike Kunesh (OJA), Steve Peterson (WEM alternate), and Steven Sell (WSP alternate).

Others present: Randi Milsap (DMA Legal Counsel), Lynn Rasmussen (DMA staff), Amy Kasper (Governor's Office), Colonel Tim Pfrang (DMA staff), Rob Rude (WEM staff), Lori Getter (WEM staff), and Holly Heggstad (WEM staff).

First Responders present via teleconference: Chief Neil Cameron (Appleton Fire Department and Regional Response Team Network), Ken Kortenhof (Oneida County EM Director), Clarence Puza (Oneida County HAZMAT), UW-Madison Police Chief Sue Riseling (Wisconsin Chiefs of Police President), and Ben Schliesman (Kenosha County EM Director).

Quorum present.

10:12 a.m. – Convene in open session.

After convening in open session, the Council took a short break.

10:17 a.m. – Re-Convene in open session.

1. Announcements of Closed Session Discussion Action.

Chair Wilkening announced that the minutes for the October 12, 2004 closed session meeting were approved. Each agency provided its intelligence report, to include strategic roundtable briefing. The Council also discussed its top three priority issues. They also received an update on intel/fusion cell capabilities and an update on interoperability in communication systems.

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2. Review and Approval of October 12, 2004 Open Session Meeting Minutes.

A motion was made by Dave Collins and seconded by Jim Warren to approve the minutes from the October 12, 2004 open session meeting minutes. **Motion carried.**

3. First Responder Updates.

- Kenosha County EM Director (Ben Schliesman): There was discussion after the County Directors Briefing in Madison last Tuesday. What is required of County Directors for funding in 2006 and beyond?
 - Chair Wilkening: Will cover in next agenda item.
- Oneida County EM Director (Ken Kortenhof): Working on two main issues. 1) Development of collapse rescue teams and 2) Interoperability grant submitted through Wood County.
 - OJA (Mike Kunesh): Rhinelander Fire Department has developed a Task Force in rural Wisconsin. They have done an outstanding job in pulling together the Task Force from six counties and should be commended. County grants are being reviewed on Wednesday, November 17, 2004. Notifications should be sent out shortly.
- Appleton Fire Department and Regional Response Team Network (Chief Neil Cameron): Regional HAZMAT planning going well. Scheduled to meet with Johnnie Smith on November 18, 2004.
 - OJA (Mike Kunesh): Last meeting was held at Volk. Reviewing comments with Rob Rude and Steve Peterson and will pass to Dave Steingraber and Johnnie Smith for policy decisions. We are looking at SOPs, operations, versus capacity building.
- Wisconsin Chiefs of Police President (UW-Madison Police Chief Sue Riseling): We finished security plan based on color coding. I would like to present to next Homeland Security Council meeting in closed session.

4. Update on Implementation of the National Incident Management System (NIMS).

Briefing by Steve Peterson. Handout provided to Council members. (Attachment 1, 11/15/04 HLSC Open Meeting Minutes)

- Kenosha County EM Director (Ben Schliesman): What are minimum requirements that County EM Directors are responsible for doing?
 - WEM (Rob Rude): We did outreach with the Inter-Agency group. We are working on packaging outreach program to give guidance on training, number of people and developing strategy.

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- Kenosha County EM Director (Ben Schliesman): That would be great.
- Appleton Fire Department and Regional Response Team Network (Neil Cameron): Do we need an ordinance in place to be eligible for funding?
 - Chair Wilkening: Discussion on Executive Order. Don't know if still would require county follow-up then.
 - OJA (Mike Kunesh): Will follow-up with ODP on requirements. We need to take a look at what constitutes "adoption" of NIMS.
 - WEM (Rob Rude): Formal procedure for county to adopt once entire process has been completed. MABUS requires adoption of local ordinance.
- Kenosha County EM Director (Ben Schliesman): What about overtime and back-fill for ICS classes?
 - OJA (Mike Kunesh): That is allowable under '04 funding. Retirement fund and worker's compensation contributions can be included. A clarification memo will be sent out. We are still waiting word on '05 guidance.

5. Update on OJA Equipment Funding and Development of Regional Capabilities.

Briefing by Mike Kunesh (OJA).

- Funding deadline was September 30, 2004. We are getting documents out.
- Specialty Response Teams. We have been approached by Beloit and Stevens Point. Three southeastern Wisconsin counties joined together with three northern Illinois counties to develop response capabilities. Minnesota and Wisconsin are talking and looking at putting resources in the Hudson area. OJA dealing with liability issues but pleased with response capabilities.
- Volk Field training site is coming along very well. There was a challenge with the bidding process but has now been resolved. Memorandum of Understanding between OJA and DMA is ready to go.
- '05 Funding. Dollar amount unknown but there will be a 27% decrease at the Federal level. We are expecting decrease at the State level. The formulas are not changing. We are considering a better way to look at Infrastructure Protection. There is a methodology matrix that looks at prioritizing infrastructures. Wisconsin and Kansas have been chosen as pilots. We are meeting in December.
- State Strategy. It has been a year since we developed the strategy. We would like to revisit and broaden scope. We would like to brief the Council and then meet with lead agencies identified in the

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goals. After meeting with these agencies we will brief back to the Council. Can we brief at the next Council meeting?

- News article – Waukesha County. The metal screening machine not being used. OJA looking at this. DOJ received funding for intel gathering with two analysts. ODP changed their mind on what can be funded. There is software and hardware available to gather intel but not anyone to analyze data.
 - Chair Wilkening: Any way to engage at the Congressional level?
 - OJA (Mike Kunesh): Will need to look at.
 - Kenosha County EM Director (Ben Schliesman): For the '05 funding, will the 80/20 split remain the same?
 - OJA (Mike Kunesh): Not necessarily, the methodology may be changing. Funding flows may change.

10:51 a.m. – Chief Riseling signed off teleconference.

- Appleton Fire Department and Regional Response Team Network (Chief Neil Cameron): I have been invited to participate on a focus group for ICS virtual training. I will send information to WEM and OJA.
6. Discussion on creation of a Speakers Bureau.
- Chair Wilkening: Wisconsin Emergency Management and I have been covering requests for Homeland Security presentations. However, other Council members are welcome to give the presentation if they are interested. Occasionally, we have farmed out requests to other Council members and they have been happy to cover. We have also requested subject matter experts, when necessary. Lori Getter, WEM Public Information Officer, has developed a short presentation and would be glad to share it with other Council members.
7. Discussion on Council Participation in the Upcoming Governor's Conference on Emergency Management.

WEM (Rob Rude): The Governor's Conference on Emergency Management will be held April 5-6, 2005 in Lake Geneva, WI. The agenda needs to be finalized in January and any feedback should go to Diane Kleiboer. Provided handouts to Council members. (Attachment 2, 11/15/04 HLSC Open Meeting Minutes)

11:02 a.m. – Dave Collins and Jim Warren departed.

8. Other Business.

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- WEM (Johnnie Smith): There needs to be a correlation between WEM and Citizen Corps Council, either adjunct or ex-officio.
 - OJA (Dave Steingraber): The quickest way is to include WEM staff as part of joint staffing of the Citizen Corp Council. WEM can brief that Council but state agencies are not members.
- WEM (Steve Peterson): Since the last Council meeting, the EOC remodeling project has been approved. The EOC will be temporarily located at the old Armory at 1430 Wright Street. We expect the remodel to be finished in May 2005.
- DHFS (Tom Anderson): Update on the defibrillator recall. Go to State agency website. Click on DHFS for the latest information and the press release.

9. Set date, time and place of next meeting.

Next meeting - TBA.

10. Adjournment.

A motion was made by Steve Sell and seconded by Johnnie Smith to adjourn the meeting. **Motion carried.**

11:06 a.m. – Meeting Adjourned.