

VILLAGE OF WALWORTH
SPECIAL GENERAL SERVICES COMMITTEE MEETING

Monday, May 3, 2021, 8 a.m.
Village Hall, 227 N. Main St., Walworth, WI

MINUTES

Call to order: The meeting was called to order at 8 a.m. by Chair Reierson.

Roll Call: Present were Trustees Dan Mizialko, Kristi Reierson and Joan Sallee. Also present were Trustees Louise Czaja and Bob Ball, Fire/Rescue Chief Dave Austin, Police Chief Ryan Milligan and Lt. Jason Rowland from the Walworth County Sheriff's Department.

Comments from the public: none

Approval of minutes from April 5, 2021 Special General Services Meeting. A Mizialko/Sallee motion to approve the minutes as printed. Motion carried unanimously.

Discussion, Consideration & Action on the following:

Emergency Government review and workshop

- a. Organization chart of Emergency Government Committee (EGC) members
- b. Responsibilities of EGC members
- c. Purpose of EGS
- d. Scope/Authority of EGC
- e. Functions of the EGC

Discussion centered around preparedness for potential emergency events and how to improve communications during such events. Lt Rowland, the Emergency Management Director for Walworth County, spoke on the importance of pre-planning for incidents and events. Fire/Rescue Chief Austin provided information about the organization needed to respond to an incident or event. This included the establishment of an incident command which was responsible for planning, logistics, finance and operations as well as recovery (getting things back to normal), resources (items required to respond to incidents and events such as

sandbags, barricades, etc.), and termination (determining when the Village's responsibility ends). Lt. Rowland mentioned updating Village ordinances to ensure that appropriate protocols and procedures are in place and that proper officials are given authority for finances, resources, etc. The committee discussed the importance of including all key department heads (police, fire/rescue, and public works) in discussions and pre-planning. Reimbursements for expenses during an incident or events are often dependent on county and state declarations; therefore, accurate documentation is essential. The time frame is important, and the clock starts in the hours immediately following an incident or event, so key officials need to review the scene to gather data for documentation.

The membership of the Emergency Government Committee includes the following individuals:

- Fire/Rescue Chief Austin
- Police Chief Milligan
- Director of Public Works Tim Boss
- Trustee Joan Sallee
- Resident citizen member TBD

Next meeting: The Emergency Government Committee will convene on Wednesday, June 2 at 9 a.m.

Adjournment: A Sallee/Mizialko motion to adjourn at 9:10 a.m. Motion carried unanimously.

/s/ Kristi Reiersen, General Services Chair