

Cottage Grove Combined Emergency Government Committee
Approved MINUTES
January 6, 2016

1. **Call to order.** Chair Mike DuPlayee called the meeting to order at 6:30 p.m.
2. **Determine that a quorum is present, and the meeting was properly posted.** A quorum was present and the meeting had been properly posted. Present were: Mike DuPlayee, Larry Kieck, John Williams and Steve Haskell. Town Chair Kris Hampton, Fire Chief Bruce Boxrucker, Village Police Chief Daniel Layber, and James Kamoku(MG School District), were also in attendance.
3. **Public Appearances:** None.
4. **Discuss and consider minutes of previous meetings:** Motion by Williams/Kieck to approve the October 7, 2015 and November 4, 2015 minutes, correcting the spelling of Kamoku. Motion carried 3-0.
5. **Discuss and plan future table top exercise:** Haskell distributed a FEMS disaster exercise and ICS Handbook and went over general planning for the drill, which was further discussed by the committee. No action taken.
6. **Discuss and consider a possible purchase of a T-Card analysis system:** Tabled until next meeting.
7. **Discuss possibility of someone else taking over as secretary:** Williams is willing. Election to be included on the next agenda.
8. **Reports from Department Representatives and Committee Members:**
 - a. **Cottage Grove Police Department:** Nothing to report.
 - b. **Cottage Grove Fire Department:** Nothing to report.
 - c. **Deer-Grove EMS:** Not present.
 - d. **Monona Grove Schools:** Nothing to report.
 - e. **Landmark:** Not present.
 - f. **Hydrite:** Not present.
 - g. **Paul Davis Restoration:** They conducted a staff exercise regarding backfill of specific ICS tasks/models.
 - h. **Committee Members:** Nothing to report.
9. **Future Agenda Items:** Purchase of T-Card System, Table-Top Demo, Election of new secretary.
10. **Date and time of next meeting:** February 3, 2016 at 6:30 P.M.
11. **Adjournment.** Motion by Kieck/Williams to adjourn. Motion carried 3-0. The meeting ended at 7:20 P.M.

Notes submitted by Mike DuPlayee, Typed by Kim Banigan, Town Clerk.

Approved 02-03-2016