

Johnson County Homeland Security & Emergency Management Agency

Dave C. Wilson, IA-CEM

Coordinator/Director



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**April 25, 2018 7:00 PM - Johnson County EMA Commission Meeting Minutes**

1. Opened meeting and determined a quorum of at least **7 Commissioner Members:**
  - Tim Kemp, Commission Chair called the meeting to order at 7:05 PM and present on site were the following members, Commission Chairperson Tim Kemp, Mayor of Hills, Commission Vice Chairperson Louise From, Mayor of University Heights, Commission Member Rod Sullivan, Johnson County Board of Supervisors, Commission Member John Thomas, Councilperson, City of Iowa City, Commission Alternate Greg Morris, City of Solon, Commission Alternate Bill Horning, City of Coralville and joining by phone Commission Alternate Matt Zadow, City of Lone Tree. Also in attendance, Dave Wilson, Johnson County EMA, Travis Beckman, Johnson County EMA, John Grier, Iowa City Fire Dept. – City of Iowa City.
2. Roll call by sign in sheet and introductions:
3. Action on consensus items:
  - A. Motion to amend or accept the present agenda
  - B. Motion to amend or accept the meeting minutes from the last meeting
  - C. Monthly financial report
  - Motion to accept consensus items by Greg Morris, Second by Rod Sullivan, All Ayes - Motion carried.
4. Discuss FY18 budget amendment for action at the May 2018 meeting:
  - Dave Wilson will publish by end of the Fiscal Year. It was noted that two grants will fall in our account before July. Need to amend spend authority by \$100,000 to be voted on at May Emergency Management Commission Meeting. A reminder that this has to be elected officials to vote. Meeting will be held the 4<sup>th</sup> Wednesday of May which will be May 23<sup>rd</sup>.
  - New Business: Looking for a third Commission member to assist the Chair & Vice Chairperson with the annual EMA Director Performance review for the May meeting, Rod Sullivan will join Tim Kemp and Louise From to conduct this performance review.
5. Topics from Commission: None
6. Haz Mat Team report:
  - Call on Hwy 218, MM 90.6 3/14
  - Call @ Clear Creek Amana Tiffin 4/23
  - Training, April Completed DAEC Walkthrough, March @ P & G, Feb, Guest Instructor State Hygienic Lab
  - Equipment replaced, 1 Level A suit that failed testing, Calibrations Gasses
7. Local Emergency Planning Committee (LEPC) report:
  - Introductions-all – 17 Members in attendance.
  - Old Business – Approve minutes of past meeting from November 2017 – Motion to approve by Ed Riehle, Second by Fiona Johnson – All Ayes
  - ESF-10 plan updates – Contract awarded to Matt Woody and EHS Resource, LLC. Contracting a complete overhaul with new maps – status report – 1<sup>st</sup> phase payment was submitted. 2<sup>nd</sup> and final phase to be completed by June 30, 2018. CAMEO mapping for worst case scenarios being implemented,
  - HMEP grants updates/status reports for Training & Planning and eligible training props – FY 18 One HAZMAT Tech 1 and one HAZMAT Tech 2. FY18 Planning will cover remainder of the ESF 10 update. FY19 has not been awarded yet. We have requested 3,000 for exercise support and 1,200 for additional Tech classes.

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- Upcoming and completed Hazmat Team Training – Completed DAEC walkthrough at the Fairgrounds. Training at P&G.
- Other Partner Agency Training – NLFED completed regional training on water supply and also on beginning work on Active Shooter training. JCEMA working with ALERRT and C3 to also bring Active Shooter training to the area. JCAS providing Stop the Bleed training on June 6th. Will be jointly conducting training with JCEMA and provide Active Shooter and Stop The Bleed joint training sessions for county employees. JCEMA hosting ICS 400 and CRASE.
- County Haz Mat Team Report
- Updates from the local Public Health Preparedness Healthcare Coalition Update – Coalition Stop the Bleed Training Kits have been purchased and will be deployed to various agencies once received. These kits will be available county wide for training. Response Stop the Bleed Kits were also purchased. We have backfilled stock at JCSO and will be placing potentially in to rural schools and government buildings. Coalition may fund 3 TTX Kits that focus on healthcare and Public Health emergencies.
- Guest Speaker Presentation – National Weather Service Quad Cities - Zach discussed different support services that they offer and provided a demo on Hysplit.
- New Business
- Scheduling of fall 2018 meeting – Fall meeting scheduled for November 14 2018 at 11:00 AM at JCEMA.
- Updates from members present from their entities – IDT was purchased, more to come to on any changes or opportunities. P&G may reduce volume come 2020 but current levels of response staff and chemicals will remain though that time. University looking to eliminate Overarching Critical Incident Plan and develop Emergency Action Plans for each building. Possibly by end of calendar year. Iowa City Water –Iowa and Kansas DNR did a full review. Iowa City Water received high remarks in all categories. VA completed their Triannual inspection. VA and Johnson County HAZMAT to coordinate on joint trailer training.
- Exercises and exercise planning – Will work with Rob DuBay and the Fitness Center as a possible location for our exercise. Enterprise Products completed 300 and will renew HazWopper Tech Level in the coming months.
- Adjourn – Motion by Dave Wilson, Second by Fiona Johnson, All Ayes.

8. Deputy Director Report

PLAN UPDATES

- ESF 1 plan update is nearing completion and formatting and content review is currently underway.
- Phase 1/Qtr. 1 of HMEP Update was completed and submitted. 115 Surveys were completed. 90 plus website views.
- ESF 10 half of the way completed.
- ESF 11, 12, 13 have all been reviewed by ESF Leads/EMA. One minor update made to ESF 13.
- KXIC 2/27 radio spot for Severe Weather Preparedness Week promotion.
- Served as a controller/evaluator for NDMS Exercise in DSM 3/9.
- Healthcare Coalition – Stop The Bleed Training Kits purchased. Promotion of training.
- Hazmat Team
  - Call on Hwy 218, MM 90.6 3/14
  - Call @ Clear Creek Amana Tiffin 4/23
  - Training, April Completed DAEC Walkthrough, March @ P & G, Feb, Guest Instructor State Hygienic Lab
  - Equipment replaced, 1 Level A suit that failed testing, Calibrations Gasses
  - LEPC meeting is on April 25, 2018

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- Dive Team
    - 3 Calls for 5 days plus a special event and training.
      - Cedar River Vehicle Recovery 3/12 & 3/24, Handgun Recovery 3/11, La Porte City Missing Teen 4/12 & 4/13.
    - Polar Plunge Support Coralville had to decline Linn County event as only 1 member available need 2.
    - Team fully staffed now with 14 on the roster (ICPD, CPD & U of I DPS x2 members)
    - Team has a new under water metal detector that they have to get trained on and we have a new Side Scan Sonar training DVD available for the team training and for loan out to other agencies that have those on the EMA boats
  - Bomb Squad
    - Grenade Call – Found in Garage 2/1
    - Suspicious Package Call 3/23
    - Did Citizens Police Academy demo and monthly trainings
  - HMEP Grant
    - Training – 1staff member to Tech 1 in March. Will be attending Tech 2 in the fall.
    - Planning – Phase 1 of ESF 10 Work.
  - Training –
    - Taught Alice Course was completed on 4/9 at FW Kent
    - De-Escalation Training for County employees still in the works
    - Hosted Storm Spotter Training – Sold Out with over 130 attendees.
    - Hosted ALERRT AAIR train the trainer and 1 two day course
    - **Completed**
      - Jan 28 – Feb 3 Rep RERO Course – Anniston
      - NWS EM workshop 2/6
      - EMPD Session #1 - 2/8
      - Salamander Training – 2/21
      - Pipeline Training on 3/1
      - WEB EOC and ALERT IOWA Training 3/8
      - DAEC Walkthrough Training 4/11
      - Federal Grant Training – 4/19
    - **Upcoming EMA hosted training here locally:**
      - CRASE (T3) Hosting May 2
      - All Hazards PIO May 21-25
      - ICS 400 (as a refresher) Jun -12 –Jun 13
      - Sport Risk Mgmt. Jun 26 – 27
      - Going to Anniston for the REP ARIO Course Jul 29 –Aug 4 in Anniston
9. Director Report
- Dave has been very busy this legislative session as the President of IEMA and we had a successful legislative session with 5 bills (HF-2254, HF-2285, HF-2302, HF-2258 and SF-2364) the association worked on all successful this session. I was asked to the SF-2364 bill signing by the Governor a few weeks ago which was an honor. The other bills were related to EMS funding, 911 code changes and cleanup, Emergency vehicle operations & permits, Flood mitigation reimbursement and items in support of the Fire and EMS lobbies.
  - Dave was also asked to speak at the Governors Monday press conference for the severe weather week proclamation and signing in March.
  - I am working to formalize an agreement with IATF-1 Cedar Rapids Division to provide the use of our Dive Team and members as part of their capability in exchange for additional grant funding for the team in the

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amount of \$25,000.00 for additional equipment and \$50,000.00 for a Hover Craft for use by the team and agencies in responding to calls for people needing rescued from mud/silt, shallow waters and ice responses which is a gap in our local capability and for our team. These grant funds along with some additional grant funds will all require us to amend the current FY18 budget at the May Commission meeting. We will need 7 elected members to attend. I hope to have the exact dollar amount calculated next week and get it published.

- I was selected by the National Weather Service Storm Prediction Center in Norman Oklahoma to attend a research project they are doing in collaboration with the University. My expenses for the trip which is the week of May, the only cost we are out is my time out of the office for that week. They are covering all transport costs and the hotel and ground transportation.
- We worked with the Iowa City Animal Services and Liz Ford to secure a grant from ASPCA for training and equipment for responders in Animal Slack Water Rescue. The equipment is already purchased and in their hands and the media release went out, the training is being scheduled. It will be open to members of their animal response team and to local responders (up to 40 people) including the dive team, JCSO and local FDs. The grant was for just shy of \$3,500.00 and the training is included free as part of the grant award.
- We are working with HSEMD at the U of I operator performance lab on another possible grant. It would be worth about \$100,000.00 but it is too early to disclose details of this project at this time.
- I have been working on a couple other grants and hope to get the new County grants person to take them on. They are from the private sector. We received an ICAP grant for \$1,000.00 as well.
- Exercises held were the DAEC Nuclear Power Plant exercise and the Stable Mercury National Guard Communications exercise as well as some ALERRT train the trainer course exercises across the road with the Iowa City Armory.
- There is a course we are bringing to the area from C3 Pathways that focuses on more of the management of the whole response to an active shooter event that details will be coming out on shortly. Looking to do it the first week of August.
- We are hosting a Flood response course from Dive Rescue International as well June 1<sup>st</sup> through 3<sup>rd</sup>.
- JCSO will be using the EMA Tahoe to bring a new patrol boat back from Florida in May. They are swapping vehicles with us for a few days.
- We have been helping with some plans and logistics for upcoming events such as Run Crandic this weekend, Blue and BBQ and RAGBRAI.
- The Water Buffalo trailer is completed and we have added lights to one of the tent hvac trailers for operations
- Travis was able to get some stop the bleed kits and training kits from the Healthcare Coalition grant funds and we are providing them where there are gaps. JCSO was issued an additional 20 kits and we have identified other buildings where we will place kits. Training kits will go to EMS and other local agencies that do the stop the bleed course.
- The Hazmat and local LE as well as bomb team participated with the 71<sup>st</sup> CST in the JHAT coverage of the U of I freestyle wrestling world cup at Carver Hawkeye Arena and it went off without a hitch
- Still working on SOP/SOG for countywide drone operations and on a draft COA / FAA waiver for use countywide with any agency that has a drone such as Coralville Fire or others and there is a new entry level drone available for \$1,500.00 that has two cameras and one is FLIR now on the market.
- Attended various IEMA, ISAC and other meeting including the County Fire, JECC and 911 budget and Bylaws meetings and got all the signatures completed for the new 911 bylaws. Awaiting our filed copy from Jessica.
- Attended the Mahaska County meeting on their radio system recently. Washington County is reviewing the RFP responses on their radio system and Iowa County should be live in a few months.
- The bylaws for JECSA are being updated to add NLFD to the user advisory committee and doing other cleanup on the bylaws.
- Hosted a U of I field trip with a class out here again this year for over 30 students

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- Meet with a visiting Professor from an Israeli University on how we do special needs population planning and notifications.
- Worked with Solon on a new outdoor siren install.
- Awaiting word back on an MOU with the COAD and Go Fund Me.
- Transferred the old EOC 2007 Panasonic Smart Board purchased with grant funds in 2007 to Cedar County EMA for their new EOC. We no longer use it and the state advised to just transfer it to them since it was grant funded.
- R52 training was last week and one cutter had a cutter blade broken on the last training evolution of the day so we are awaiting repair and the invoice for that. The second cutter is still operational.
- Budget status is a separate handout, EMA cash balance on hand balance is \$257,837.58 and JECSA has been given its third quarter payment and only a small final installment remains that gets paid out in June.

10. Old Business

- Drone – Commission wants Dave to bring 3 quotes back to the commission for approval at an upcoming meeting. Policy and procedure will need to be in place before any action is taken. Commission members present support EMA acquiring Drone capabilities but no formal action is being taken until prices and sops are ready to present for action to the Commission likely after the change of the fiscal year.
- The old maintenance shop near Solon was discussed. Rod Sullivan suggested Dave write a letter to the Board of Supervisors allowing EMA to utilize the Solon Shed for housing of boats and other EMA equipment. Dave Wilson will compose this letter and submit it to the Board once completed.

11. New Business

- No new business.

12. Adjourn

- Greg Morris introduced a motion to adjourn. Second by Louise From. All Ayes. Adjournment at 7:48 PM.