

Johnson County Homeland Security & Emergency Management Agency

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Coordinator/Director



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**April 28, 2022 at 5:30 PM - Johnson County EMA Commission Meeting Minutes**

1. Opened the meeting and determined the quorum was met of 7 elected Commissioner members, (8) Elected Commission members (7 at start of meeting). 1 non-elected alternate from Oxford attended the meeting plus the two EMA staff and an 8<sup>th</sup> elected Commission member, John Thomas of Iowa City - joined at 5:35 PM.
2. Roll call via Zoom of Commission members  
Present via Zoom were, Vice Chair Louise From – Mayor of University Heights who Chaired this month’s meeting, Cathy Knebel – Mayor Pro Tem of Hills for Tim Kemp the EMA Chairperson who is unable to attend, Mickey Coonfare – Mayor of Shueyville, John Thomas – City Council for Iowa City, Brad Kunkel – Sheriff, Meghann Foster, Mayor of Coralville, Brian Wayson – Councilperson of North Liberty, Jim Hennes, Alternate for City of Oxford, Eric Schnedler – Councilperson/Alternate for Tiffin, Director Dave Wilson, Deputy EMA Director Travis Beckman.  
Meeting opened at 5:31 pm.
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. Action on the current financial report  
Motion by Brad Kunkel, Second by Brian Wayson, all ayes and motion carried.
4. Comments or topics from the public *not related to the proposed FY22 budget amendment*: None Present nor on Zoom.
5. Open the public hearing for the FY22 EMA budget amendment: (Time 5:34 PM & Motion by Brian Wayson, with a Second by Brad Kunkel, all ayes)
6. Comments from public on the proposed amendment: None received and none present, on Zoom or have emailed any comments to the agency related to the amendment or other topics.
7. Close the FY22 EMA budget amendment public hearing: (Time 5:36 PM) after Dave reviewed the need for the amendment.
8. Action on the proposed FY22 budget amendment: Motion By: Mickey Coonfare, Second By: Meghann Foster, all ayes for approval as published to amend the present FY22 budget to \$5,354,120.00 and motion carried unanimously.
9. Topics from the Commission: Mayor Coonfare of Shueyville discussed a call she took related the a question on a CO capture pipeline and its proposed route. It was explained that it is not presently planned or proposed to come through Johnson County and that any route changes would require meetings and public input and we have heard of no such plans to alter the proposed route which does not involve Johnson County property.
10. Director and Deputy Directors Reports we provided and highlights reviewed.

**Directors Report for March & April 2022**

- **Financials:** Cash on hand per the financial report in your packet as of 4/25/2022 for EMA is **\$368,261.85**
- Final payouts from Covid, Derecho a small part of EMPG ARPA and all of EMPG FFY22 (\$39K) is still owed as of 4/25/22 most of which is closeout payments from Iowa HSEMD for both Covid & Derecho.
- Total anticipated grant revenues awaiting payment are roughly an additional **\$60K of which \$42,254.27 is large project closeout owed from IA HSEMD for initial covid claims yet to be paid.**
- New revenue totals since January are: **\$626,623.16**
- The proposed May amendment of \$500K covers the unanticipated FY pandemic response costs, other grants and their reimbursements/expenses as well as unbudgeted repairs and costs incurred for the FY.
- The final JECC/JECSA installments are yet to be passed through as well on the revenue side for this FY and will be done after the budget amendment.
- Claims since our last meeting were: **\$29,836.20**

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- With the state closing down their regional warehouses I went to both Mason City & Hiawatha and took possession of vaccination materials and ppe that was being returned to the State's main warehouse.
- All of our self-test kits have been issued out but as a reminder, both free home test kits and free N95 masks are now available to citizens via the federal government.
- We are still awaiting repair parts on the HVAC unit for the 53 ft semi-trailer shared with the medical examiners' office.
- The dive team had one vehicle recovery call and did ice dive training since the last meeting.
- The dive team trailer is being loaned short term to CFD from now through June and then will be sold on purple wave auction.
- I have spent a lot of time working on plan updates for ESF 2, ESF-6 and the ESF 8/Pandemic plans.
- Travis returned from his 6 weeks off from a work comp procedure and is updating ESF 10, 11 and the Base Plan. Annual plan updates will be completed by 7/1/2022.
- I have accepted one of the two contracted After-Action Reviews (AAR's) (the one for the Derecho) and the contractor continues to make refinements requested to the Pandemic AAR.
- The Bomb team obtained a smaller Pack Bot robot for the cost of just shipping and 2 new batteries and a charger through the 10-33 program which will be insured only for liability as it is loaned not owned equipment assigned to the team via NLPD.
- We hosted a 32-hour managing lost person search course this month and this week are hosting a shelter management course.
- Travis and I each attended the first face to face weather service update for EMA staff that they have held since the pandemic.
- We hosted a NOAA storm spotter course at the Coralville Library which was well attended and was the first face to face one since the pandemic.
- I was out for a week with a work-related rib injury but am back now.
- Run Crandic went off with no issues over the weekend.
- The agency is being awarded the Iowa Public Health Association Partner of the Year award at their conference in Ames on May 3<sup>rd</sup> for our response to the Pandemic. Travis and I will be attending that.
- Lots of meetings have resumed face to face in the past 2 months so we have both been traveling more than zooming for the first time in 2 years.
- We will be submitting one last attempt to Fed X for collection of costs from a spill related to a hazmat team bill that is owed and overdue and if no response the county attorney will send a letter and it will go to collections for resolution.
- The dive call car recovery will be non-collectable as the car was uninsured and reported stolen. The team recovered a ditch car from the Hills access boat ramp since the last meeting that was in a pursuit and ditched in the water during the case. The subject was uninjured and the vehicle was recovered by the team that day.

**Deputy Director Report for April**

- HAZMAT -
  - No calls for service in 2022.
  - Rad equipment has been calibrated for the year.
  - LEPC meeting scheduled for May 25. Will be onsite at Enterprise.
  - HAZMAT Symposium Planning meeting held Tuesday as HSEMD is not letting the state task force mirror the Homeland Security Conference. STFB willing to help host.
  - HAZMAT 1 just had to have all 6 tires replaced. The unit had the original tires, 20 years old. Cost was nearly \$4,000.00 for replacements.

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- ARES –
    - Bi-monthly meetings continue.
    - ARES supported Run CRANDIC for the first this year.
  - CERT –
    - Obtained 3 new members recently, but still struggling some with getting previous members re-engaged post COVID.
    - Saturday training taking place on this Saturday April 30. Drash Tent set up and trailer work/set u/configuration along with ARES is on the schedule.
  - Healthcare Coalition (Service Area 5)
    - Grant coordinator position is open once again.
    - Inventory Annex, response and preparedness plans under review.
    - Burn Surge Drill to be held in May for the healthcare region.
  - COVID19
    - A restock claim is will be filed to support ongoing PPE restock needed at EMA as PPE distribution continues as needed. The disaster period remains for FEMA for DR-4483 will be closing 6-30-2022.
    - Sam Jarvis nominated and JCEMA will be awarded IPHA's Partner of the Year Award.
  - ARPA- EMA – 1<sup>st</sup> payment for the Dive truck refurb has been received. 2<sup>nd</sup> payout for the COVID and Derecho AARs to follow.
  - ESF Updates – Working on review, updates of the following. Seeking input from ESF Leads as well on Base Plan, 10, 11
  - Virtually attended State CERT committee meeting.
  - Attended LTCF Quality Committee meeting.
  - Completed refresher training for CPR/First Aid
  - Attended the NWS EM workshop.
  - Attended the Managing Lost Person Incident course which was hosted at our building.
  - Attended the Sheltering course which was hosted at our building.
  - Work Comp Injury – Shoulder was successful – I was on computer work only from 3/11 – 4/22. Restrictions still in place but have been eased. PT ongoing. Next checkup is June 2.
11. Old Business: USACE regulation plan official now no longer will need to request and approve the changes Johnson County has typically requested as they are now called out in the plan. Tiffin storage building planning is awaiting a meeting upon Chairperson Kemp's return. ECICOG is still finishing the 3 rural buyouts under a grant HMGP that is being handled by Johnson County Planning and Zoning and the COG. We accepted the Derecho after action review, COVID after action review nearly completed.
  12. New Business: City of Swisher mci trailer storage agreement renewal, MOU to be corrected to clarify that EMA is not insuring the JMFD antique truck, approved otherwise for Dave to sign after the changes are made for clarification. Outdoor siren addition near Hwy. 382 roundabout west of Solon/timing was given consensus approval as well by the commission for Dave to proceed as the delivery and install time is looking to be 16 weeks so Dave will have the contractor proceed with order. The unit is all solar and no monthly electric bills which is the same as most of our units.
  13. Next Meeting Date: May 26<sup>th</sup> 2022 at 5:30
  14. Adjourn – Motion by John Thomas, second by Meghann Foster @ 5:57 PM to adjourn and motion carried.

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