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June 24th, 2013

The Johnson County Emergency Management Commission met in regular session on Wednesday, the 22nd of May, 2013 at 7:00 p.m. in the Policy Board conference room at the Joint Emergency Communications Center & Emergency Management Agency Offices, located at 4529 Melrose Avenue, Iowa City, IA. This meeting is subject to Iowa open meeting laws and rules unless moved into closed or executive session. All agendas are posted at least 24 hrs in advance of all meetings on the following websites: JECC-EMA.org, and on the Johnson County Web at: Johnson-County.Com as well as at the Public Entrance to the JECC-EMA Building on Melrose Avenue in Iowa City.

May 22nd 2013 7:00 PM - Johnson County EMA Commission Meeting Minutes

In attendance were: Janelle Rettig- Board of Supervisors
Roger Jensen- Iowa City Alternate
Tom Salm- North Liberty Mayor
Don Saxton- Oxford Mayor (Commission Chair)
Lonny Pulkrabek- Johnson County Sheriff (Via Phone)
Tim Mason- Swisher Mayor (Via Phone)
Louise From- University Heights Mayor
Dave Wilson- EMA Coordinator

1. Open meeting and determine quorum (may send non elected alternates)
2. Roll call
3. Action on consensus items: A. Motion to amend or accept the present agenda
 - Motion to accept the revised agenda as drafted, Motion by Jensen, Second by Rettig, All Ayes-Approved.
 - B. Motion to amend or accept the meeting minutes from the last meeting
 - Motion to accept the meeting minutes from the April meeting as drafted, Motion by Jensen, Second by Rettig, All Ayes-Approved.
4. Comments or topics from the public
 - No public in attendance.
5. Comments or topics from the commission
 - No comments or topics from the commission.
6. Haz Mat team report
 - On May 6th responded to Mayflower for a white powder incident. Postal Inspector out of Cedar Rapids was called and it ended up being some type of processed food.
 - April Training was DAEC Walk Through at the JC Fairgrounds. There were 35 people in attendance.
 - May training was on bonding/grounding. Steve Hergenreter from Ft. Dodge FD came and put on a 3 hour class earlier in the day for members of the team.
 - 2 Area Rae monitors were sent to Clarey's to be updated.
7. Local Emergency Planning Commission (LEPC) report
 - B.J. was asked to present at the June 6th Iowa LEPC Planning Committee Workshop in Mason City. Due to the flooding event he had to cancel.
8. Hazard Mitigation Grant Planning (HMGP) report (ECI COG Planner invited)
 - Alicia reported that she is meeting with the smaller communities and that has been going well.
9. Planner report: Hazardous Materials Emergency Planning (HMEP) grant, other updates
 - DAEC Walk Through on April 25th went very well.
 - Haven't heard any more on the status of the HMEP FFY 14 Grant.

Johnson County Homeland Security & Emergency Management Agency

Dave C. Wilson, IA-CEM

Coordinator/Director



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10. JECC, E911 & Statewide Communications report(s)
 - The E911 bill in July passed. That levels it to a \$1.00 for wireless and a \$1.00 for wire line. It has not been signed by the Governor yet but is anticipated he will pass it.
11. Coordinator report: FEMA Preliminary Damage Assessment, Grants status reports: Medical Reserve Corps, Citizen Corps & others, WENS & DASDEC update, DHS funded explosives courses over the summer, IEMA lobbyist.
 - The FEMA Preliminary Damage Assessment has been completed. We are well over the minimum threshold for the County and the State was confident that they would meet their threshold as well to get a Stafford Act Declaration out of the April Flooding.
 - We are spending down the FFY grants to have them done by June 30th.
 - The Wireless Emergency Notification System (WENS) is being rolled out. Iowa County will be buying onto the system for \$5,000.00 along with North Liberty, West Branch and there is also interest from Cedar County as a whole to sign on.
 - The DASDEC is an IPAWS compliant EAS message device that allows us to send mass messages, this was received and installed by Nick and is being configured.
12. Other or new business:
 - There is no new business.
13. Consensus item: monthly financial report
 - Revenues year to date is: \$3,440,778.93
 - DASDEC is the emergency alert system
 - Progressive Innovations was the Quik Levy Sleeve used for the flood. 85% of that will be reimbursed back to us under the Stafford Act.
 - With 40 days left in the budget we are at 91% expended and looking good as long as we do not have another disaster.
 - There is 1 less JECC payment to make which leaves EMA at \$78,000.00 spend authority left out of this budget.
 - Cash on hand is: \$134,145.99 as of the 20th.
14. Move to Executive session for annual performance review for EMA Director/Coordinator & appoint person to take notes.
 - Motion to go into Executive session. Motion by Rettig, Second by Mason, All Ayes-Approved.
15. Motion out of Executive session by same. Close Executive session & return to open session.
16. Motion to approve Coordinators Annual performance review and merit raise, by Salm with second by From. All Ayes except for Rettig and Pulkrabek who cast the two Nay votes due to the amount of the percentage (3% for Merit) All others Aye. Motion Approved and Passed for 3% merit raise for EMA Coordinator.
17. Other - None
18. Adjourn; Motion by From, second by Salm. All Ayes.