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**May 23<sup>rd</sup> 2018 at 7:00 PM - Johnson County EMA Commission Meeting Minutes**

1. Open meeting and determine quorum of at least **7 Elected Commissioner Members**
  - Present in the room were, Chairperson Tim Kemp – Mayor of Hills, Vice Chairperson Louise From, Mayor of University Heights, Rod Sullivan – Johnson County Supervisor, Terry Donahue – Mayor of North Liberty, John Thomas – District C Council Member from Iowa City, Laurie Goodrich – Council Member from Coralville, EMA Director Dave Wilson, Deputy EMA Director Travis Beckman and on the phone were, Ryan Ronan – Council Member from Lone Tree, Rebekah Neuendorf, Council Member and Mayor Pro Tem of Swisher, Mickey Coonfare, Mayor of Shueyville and Steve Stange – Mayor of Solon.
2. Roll call by sign in sheet and introductions of any new Commission members
  - Meeting called to order by Chairperson Tim Kemp at 0700.
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 the consensus items by Terry Donahue, Second by Louise From, All ayes
4. Comments or topics from the public not related to the proposed FY18 budget amendment
  - No members of the public were in attendance
5. Open the public hearing for the FY18 budget amendment
  - 7:01 PM Tim Kemp Opened
6. Comments from public on the proposed FY18 budget amendment
  - None present and no written comments or phone calls received on the topic
7. Close the FY18 budget public hearing amendment
  - Closed at 7:01 PM
8. Action on the FY18 budget amendment
  - Motion to accept the FY18 budget amendment by Terry Donahue, Second by John Thomas, All Ayes at 7:02 PM
9. Topics from Commission:
  - None
10. Haz Mat Team report
  - Air packs purchase timeline shared, 3 in June 2018, 3 in July 2018 and 2 in July 2019.

**Johnson County Homeland Security & Emergency Management Agency**

**Dave C. Wilson, IA-CEM**

**Coordinator/Director**



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11. Local Emergency Planning Committee (LEPC) report
  - Exercise Planning Kick Off meeting schedule for Tuesday May 29. Full scale community exercise. We have applied for federal grant dollars to assist with development.
  
12. Deputy Director Report
  - PLAN UPDATES
    - Emergency Support Function 1 (transportation) Plan Update is nearing completion and formatting and content review is currently underway.
    - Hazard Mitigation Grant Program Update work progressing along 2 additional face to face meetings to be held: 2:00 PM UI/Iowa City – Face to Face with Two Rivers and 7:00 PM Coralville/North Liberty/Johnson County – Face to Face with Two Rivers - June 21 Tentative Date
    - Emergency Support Function 10 (Hazardous Materials) report as of 5/17/18
      - 74 Johnson County EHS (extremely hazardous substances) facilities entered in to CAMEO modeling software and have entered their respective EHS chemicals in inventory into the program and ran screenings on all of them. Many of them with sulfuric acid as their EHS in batteries have vulnerable zones <.1 miles. Twelve of them have vulnerable zones >10 miles and four have zones between those distances. We are in the process of adding the special populations (schools, daycares and health cares) for facilities with vulnerable zones CAMEO can calculate (>.1 miles to <10 miles).
  - Healthcare Coalition – Stop The Bleed Training Kits purchased. Promotion of training.
    - 4 of the training kits are in and distributed to training sites in the county
    - Working with ICPD on obtaining personal kits for tactical team
  - REP Program
    - Served as a controller for the FEMA evaluated DAEC Nuclear Plant Exercise in Linn County
    - Working with HSEMD to complete calibration of Rad equipment
  - Hazmat Team
    - April Training - Propane
    - LEPC (local emergency planning committee) meeting was held on April 25, 2018
      - 2019 Exercise Planning kickoff scheduled for May 29, 2018
  - Dive Team
    - Greencastle call – May 6 Team responded for vehicle in river
    - Returned on Sunday May 20 to recover, current was too fast to dive
  - Bomb Squad
    - No calls since last meeting
  - MRC (Medical Reserve Corps)
    - Met with Jacob Riley on May 16
      - Oversight and Recruitment to JCPH
  - HMEP Grant (Hazardous Materials Emergency Preparedness)
    - Training – 1staff member to Tech 1 in March. Will be attending Tech 2 in the Fall.
    - Planning – Phase 1 of ESF 10 Work.
    - FY19 has been submitted to Feds – 3000 for Planning and 1200 for Training
  - Weather Radio Event with KCRG and ICFD at Waterfront Hy-Vee. Met nearly 250 citizens. May 5.
  - Safe Kids Day May 5.
  - Operation Stable Mercury Exercise
    - Training Opportunities
    - Equipment Needs

**Dave C Wilson – Coordinator**



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- Training –
  - **Completed**
    - Propane Training May 10
    - CERT Program Manager 4/28 -4/29
  - **Upcoming EMA hosted training here locally:**
    - ICS 400 (as a refresher) Jun -12 –Jun 13
    - Sport Risk Mgmt. Jun 26 – 27
    - REP ARIO Course Jul 29 –Aug 4 in Anniston
    -

13. Director Report

Discussed state wide 911 dollars and legislation, local stop the bleed efforts and MCI (Mass Casualty Incident) trailers

- ✓ Approaching the end of my year as Iowa EMA Association President in which my term ends June 30<sup>th</sup> 2018 as such I attended the Associations U of O Conference in Okoboji a couple weeks ago and provided updates on the 5 EMA legislative initiatives that passed and were signed into law by Governor Reynolds as well as the status of the Weather Ready Ambassador and Storm Ready County initiatives.
- ✓ We had 1 storm watch event that produced a large funnel cloud that did not touch down but was impressive to see that was down by Hills on the night of the 2<sup>nd</sup> of May.
- ✓ Attended a week long research project funded by the National Weather Service and NOAA/University of Oklahoma in Norman that was essentially using a new software being developed by them to “war game” responses to a variety of severe weather events.
- ✓ Supporting several logistical issues for the summer with Ragbrai, Blues and BBQ, 4<sup>th</sup> Fest in Coralville, Summer of the Arts in Iowa City and other events.
- ✓ We rented out one of our water monster tanks to the Indian Reservations Emergency Management Program a couple weeks ago.
- ✓ Still 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 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.
- ✓ We had to cancel two programs. The position specific Public Information Officer Course was cancelled due to not meeting the minimum numbers required we had 9 needed 12 and are working to reschedule for fall.
- ✓ The Flood Water Course the Instructor became unavailable to teach the class the dates it was scheduled for so we are working to reschedule it for later this summer as well.
- ✓ The Active shooter train the training for the public course was held.
- ✓ We participated in the Stable Mercury National Guard Communications Exercise and some updates to the STR East trailer and the two go kits for amateur radio are being completed as a result of that exercise.
- ✓ The DAEC exercise was conducted.
- ✓ We have 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 scheduled for this summer.
- ✓ The project and grant with the U of I Operator Performance Lab and Iowa HSEMD on unmanned aerial vehicles was not selected to be funded from the federal government so there will be no project at this time between HSEMD, U of I OPL and EMA on the beyond line of sight program.
- ✓ The 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 is scheduled. Looking to do it the first week of August.
- ✓ JCSO has the EMA Tahoe in Florida this week to bring a new patrol boat back from there.



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- ✓ The Crandic Run event went well and I was in to assist with that event a couple weeks ago. It is schedule to start next year in Iowa City and end in Cedar Rapids.
  - ✓ Continuing to work 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 hope to have those and options available for the Commission to make a decision on at the next meeting.
  - ✓ Attended various other meetings.
  - ✓ Awaiting our signed copy of the 911 new service plan bylaws from Jessica at 911.
  - ✓ The bylaws for EMA are being updated as is the procurement policy since they had not been touched in a few years. Those will be available at the next commission meeting for action this fall.
  - ✓ Still awaiting word back on an MOU with the COAD and Go Fund Me.
  - ✓ The cutter replacement blade just came in on Monday for R52 and should be installed and repaired this week so we will be awaiting the invoice for that.
  - ✓ The financial report is a separate handout this month due to technical issues.
14. Old Business: letter to Fair Board regarding generators, letter to Board of Supervisors reference Solon Secondary Roads garage
- Director Wilson sent letter reference generators to fair board.
  - Director Wilson sent letter to the Board of Supervisors regarding Solon Shed for EMA Storage. Letter expresses our desire as a Commission to utilize the building for storage should the Board of Supervisors decide to sell the property.
  - Drone – Dave relayed to the Commission that the consultant the State used has seen major price decreases since November of this past year. Timing wise it would be best to hold off on a major drone purchase choice until the September meeting as additional price decreases in hardware is expected. Commission agreed. No action will be taken until the September 2018 meeting and we will continue to utilize the Coralville Fire unit until then.
15. New Business: Annual performance review of EMA Coordinator/Agency Director
- Motion by Rod Sullivan to accept Director’s performance review, Second by Terry Donahue, All Ayes and the raise will go into effect on his anniversary date.
16. Possible closed session if requested by EMA Coordinator/Agency Director
- Closed session was not needed nor requested
17. Motion to adjourn at 7:31 PM by John Thomas, Second by Rod Sullivan, All Ayes