



**July 9, 2025 at 5:30 PM - Johnson County EMA Commission Meeting Minutes**

1. **Open the meeting, and determine a quorum of at least 7 commissioner members or alternates:**
  - a. Opened the meeting and determined the quorum was met of at least 7 of 13 elected Commissioner members, **Chairperson**, Tim Kemp – Hills Mayor, Dave Wilson – EMA Director/Coordinator, Travis Beckman – EMA Deputy Director/Deputy Coordinator, Lisa Green Douglas, Board of Supervisors, Chris Akers– University Heights Alternate, Orey Schwitzer – Coralville Alternate, , Luke onsite.
2. **Roll call via Conference Call of Commission members:** Virtual attendees -
3. Scott Lyon– Iowa City Alternate, Randy Lamm– Johnson County Sheriff Alternate, Jim Hennes – (Fire Chief) Oxford Alternate, Matt Zadow – Lone Tree Council, Meghan Foster – Coralville Mayor, Melissa Roberts, Project Manager – Johnson County, Tim Kasperick – Tiffin Mayor, Brian Wayson – North Liberty Council
4. **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 Lisa Green-Douglass , Second by Brian Wayson, Motion Carried
5. **Comments or topics from the public:** None
6. **Comments or topics from the Commission:** None
7. **Old Business:** A) Reminder to submit your signed conflict of interest forms to EMA asap. B) Motion to adopt the Countywide FEMA Hazard Mitigation as submitted to both Iowa HSEMD and FEMA Region 7 and authorize the signature of said plan by the Commission Chairperson. Motion by Lisa Green-Douglas, Second by Brain Wayson, Motion Carried
8. **New Business:** Present bid packet and timeline as provided, discussion and approval of the meeting schedule for the EMA storage building as attached.
9. Further questions and answers from the Commission/Alternates for the Architect for the project.
10. Discussion and approval of the proposed notice soliciting bids for the proposed EMA storage building and its publication as required by code. **Commission to authorize publication of the notice of public hearing for July 17<sup>th</sup> at 5:30 pm by the EMA Director and Auditor's Office.** Motion to table by Lisa Green-Douglas, Second by Tim Kasperik, Motion Carried
11. **Next Meeting Date:** Meeting the 17<sup>th</sup> of July at 5:30 PM in both the in person and online virtual format for EMA Storage building bid action. **This is the public hearing and to approve the resolution on proposed plan and requesting bids. July 18<sup>th</sup> Release for bidding and send notice to bidders.**
12. July 23<sup>rd</sup> at 1:30 PM onsite meeting with bidders – EMA Chairperson or Vice Chairperson to attend with Director. August 7<sup>th</sup> at 5:30 PM award bid by Resolution.
13. **Meeting adjournment,** Motion by Lisa Green Douglas, Second by Brian Wayson, Motion Carried, Carried and adjourned at 6:03.