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September 27th, 2012

The Johnson County Emergency Management Commission met in regular session on Wednesday, the 26th of September, 2012 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. Agenda is posted at least 24 hrs in advance of all meetings both on the JECC-EMA Website, the Johnson County Websites and at the Public Entrance to the JECC Building.

September 26th 2012 Johnson County EMA Commission Meeting Minutes

In attendance were: Rod Sullivan- Board of Supervisors
Tim Kemp- Hills Mayor
Michelle Payne- Iowa City Councilwoman
Don Saxton- Oxford Mayor (Commission Chair)
Lonny Pulkrabek- Johnson County Sheriff
Luke Hruby- Tiffin Representative
Louise From- University Heights Mayor
Dave Wilson- EMA Coordinator
B.J. Dvorak- EMA Plans Officer

Guests were: Roger Jensen- ICFD
Tina McDermott- ICFD and JC Hazmat Team

1. Motion to amend or accept the agenda
 - Motion to accept the agenda as drafted, by Michelle, Second by Luke, All Ayes-Approved.
2. Motion to amend or accept the meeting minutes from the June 2012 meeting
 - Motion to accept previous meeting minutes from June as drafted, by Rod, Second by Michelle, All Ayes-Approved.
3. Comments or topics from the public
 - No comments or topics from the public in attendance.
4. Comments or topics from the commission
 - No comments or topics from the commission.
5. Haz Mat report
 - On May 30th responded to I-80/247 MM for a chemical spill.
 - On July 6th responded to 1209 South Noelridge Drive in Tiffin for a chemical leak. All responsible parties have paid their bills in full.
 - Held a Hazmat IQ class at the JECC on August 23rd. There were 9 people in attendance.
 - Updated some of the equipment on Hazmat 1 to include: a temp gun, Stream light Vulcan flashlight, chlorine A/B gasket kits, chemical test strips, pipe repair kit, folding cargo cart, soft stretcher, Spill X pails and a hydrant kit for the decon trailer.
 - The Lumex mercury monitor is currently out of service. B.J. is working with Kathy Lee from Iowa DNR to try and get the monitor repaired.
 - Cody Jacobsen has resigned from the Hazmat Team.
 - Members from EMA, ICFD, JC Hazmat and Coralville FD attended a Magellan Pipeline table top exercise on September 13th at the Coralville Marriott. An HSEEP report was submitted to the State to receive exercise credit.

Johnson County Homeland Security & Emergency Management Agency

Dave C. Wilson, IA-CEM

Coordinator/Director



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- Dave is meeting with the cities to discuss raising the hazmat levy from .25 to .50 per capita.
 - Eboard nominations will take place at the November hazmat meeting as Tina McDermott and Dan Reade's positions are up.
6. LEPC report
- The next LEPC meeting will be on October 2nd at 10 AM at the JECC. The presenters will be Gregory Wolff and Donna Townsend from DHS talking about Chemical Facility Anti-Terrorism Standards.
 - During the FFY 12 HMEP grant period, Johnson County had received funding to have 1 operations class and 1 refresher class. There was very little interest in having a class so the funds have been returned.
 - For FFY 13 we have been approved to host a CAMEO class funded through HMEP. Once the state has the final paperwork in hand we will be working to get the dates scheduled.
7. Planner report
- EMA and local emergency response agencies assisted IMCC with a full-scale exercise on September 25th. We will be submitting an HSEEP report to the State to receive exercise credit.
 - ESF's 10-15 have been updated and approved by the State.
 - We are working on updating ESF-6 now.
 - A.J. Coffelt is a college student who is interning with us now. He will be completing 150 hours for his college class.
 - There has also been interest from a student at City High who may be doing a public service mentoring project with us as well.
 - Completed a table top exercise with Magellan Pipeline also in September
8. JECC report
- There is a new 8TAC91 repeater that has been installed on the Oakdale Tower.
 - Dispatch is fully staffed now. There are 3 new full-time and 2 new part-time people hired that are in training.
 - The IT Manager position is expected to be formally eliminated at this week's policy board meeting. The gross savings will be \$52,663.00.
 - There will be a LEED Gold presentation following the policy board meeting on Friday.
9. EMA Coordinator report
- This has been a very exercise heavy year and wanted to thank everyone for their participation.
 - The Dive Team is coming together nicely. There are 5 public safety divers along with 3 civilian volunteers on the team who are very credentialed. There will be a 3-day public safety dive class in Johnson County starting on October 27th that they will be attending.
 - The 6 new outdoor warning sirens are installed and Dave will have a final close out meeting with the State on October 4th.
 - Dave will be on the selection committee to review RFP's for the DPS radios as part of the Statewide Interoperability Review Board.
 - EMA is distributing school preparedness guides to the schools that were funded by State Homeland Security and Emergency Management.
 - The County and the Counties RACES/ARES amateur group is now also a Skywarn designated body by NOAA which helps with our Storm Ready Countywide designation.
 - We hosted a Tactical Interoperability Communications Planning workshop here last week and gave everyone our plan to use as a template.



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10. Discussion on EMPG & All Regions homeland security grants
 - Since the State will not lift the EMPG cap on the top 10 counties we are capped at \$39,000 for our award. The counties have been working with the State to try and get the cap removed. The State Legislators need to understand that the top 10 counties have the most risk and vulnerabilities and also the most resources to provide. It seems unfair and arbitrary to cap the 10 most populated counties. We are working with HSEMD on this through the Iowa EMA Association and encourage the elected officials to do what they can to help get this resolved and lifted.
 - HSEMD is looking at a statewide emergency notification system which would cost Johnson County around \$5,000-\$6,000 a year as opposed to paying \$28,000 per year for Code Red. This would save Johnson County around \$22,000 per year and allow for that capability in all 99 counties in Iowa.
11. Discussion and possible action on proposed new draft bylaws for the EMA commission
 - When Senate File 413 changed it states that the yearly budget meetings (we have two) must be attended by elected officials. Those are in January & February each year. The bylaws back from 2001 were lacking a lot of detail so they were sent to Janet Lyness to review and update. Janet's new version of bylaws was distributed to everyone. The new bylaws have to be adopted by December 2012. The commission will vote on the bylaws at the October meeting.
12. Other new or old business
 - No new or old business.
13. Financial report
 - Cash on hand is \$123,119.92 as of today.
 - 7% of the budget has been expended. JECC has not taken their first quarter payment though and doesn't until the 2nd or 3rd week of October.
 - The biggest expense was the sirens; the State advanced the State & Federal share already so that Rev and Exp are closed out.
 - The tax bill that is out for the first time as a part of SF 413 breaks out emergency management as a separate line.
 - Motion to accept financial report. Motion by Lonny Second by Rod, All Ayes-Approved.
14. Adjourn
 - Motion to Adjourn. Motion, by Michelle Second by Rod, All Ayes-Approved.