

Johnson County Homeland Security & Emergency Management Agency

Dave C. Wilson, IA-CEM

Coordinator/Director



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January 18, 2024 at 5:30 PM - Johnson County EMA Commission Meeting Minutes

1. Opened the meeting and determined the quorum was met of at least 7 of 13 elected Commissioner members, 9 Elected Commission Members participated: Chairperson, Tim Kemp - Hills Mayor, Councilperson, Brian Wayson - North Liberty Councilperson, Dave Wilson – EMA Director/Coordinator, Travis Beckman – EMA Deputy Director/Deputy Coordinator.
2. Roll call via Conference Call of Commission members:
Present via Conference Call were: Bruce Teague – Iowa City Mayor, Meghann Foster – Coralville Mayor, Julie Persons - Swisher Mayor, Scott Lyon – Iowa City Alternate, Heather Johnson – Oxford Mayor, Brad Kunkel – Johnson County Sheriff, Tim Kasparek – Tiffin Mayor, Louise From (Vice Chair) – University Heights Mayor
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 Julie Persons, second by Brian Wayson, all ayes and motion carried.
4. Comments or topics from the public *not related to the proposed FY25 budget*: None
5. Open the public hearing for the FY25 EMA budget: (Time 5:32 PM & Motion by: Bruce Teague, Second by: Julie Persons, all ayes
6. Comments from public on the proposed FY25 EMA budget: None, no written/no verbal
7. Close the public hearing on the FY25 EMA budget: Time 5:33 PM and Motion by Louise From, Second by Tim Kasparek, all ayes.
8. Action on the proposed FY25 budget: Motion By: Louise From, Second by Brian Wayson, to approve the proposed budget amount of \$5,103,275.00, all ayes and motion carried.
9. Topics from the Commission: None
10. Director Report:

Directors Report for January 2024

- Welcome to the newly elected and/or appointed EMA Commission members! If you were not already sent an orientation packet please reach out to me to get one and schedule a tour and Q&A session. We issued plaques to those whom are no longer on the board as of 1/1/24 and posted some pictures of that on social media.
- December was busy with FY25 budget development and educating Travis on some of that process, hazard mitigation grants administrative meetings, and three planning kick off meetings related to the FEMA mitigation plan were highlights of the month. Additional grants related work, and securing 28E signatures for the revised dive team 28E, as well as meetings on securing land and firming up the bonding timelines for the County FY25 capital budget all took place as well. A verbal commitment needed to move forward with the intent to build the 15,000 square foot storage building on donated land of not to exceed one acre of a 4.9-acre parcel owned by the City of Tiffin was secured at a board of supervisors informal meeting with action to formally approve this expected during their capital budget approval process. Add in the holidays and a couple of trips to Jasper County for the upfit of the new Tahoe, as well as two trips to Polk County to bring back a generator/light tower and a 6” pump all added to a compressed and busy month between our previous meeting and this one.
- Holiday light at the lakes wrapped up as did the use of some message boards and light sets by the USACE for that event and some small equipment we loaned out.
- We now have two of the three items from federal grants we are acting as the fiscal agent for that are in our possession. The 6’ pump valued at \$58,411.00 is now insured by us and stationed with the Iowa City Waste Water Division and the new 9th light tower valued at \$27,698.00 is back and insured and will soon leave the storage building at the

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Johnson County Fairgrounds and head to Solon to trade out a unit there which will go to Iowa City Public Works. This brings our large pumps to 1 of the 8" size at Coralville Public Works and 1 of the 6" at Iowa City Public Works. We are swapping light sets between Solon, EMA and Iowa City as one of the light sets now has an IP camera mounted to it and was used for the POTUS 45 rally in Coralville. The Solon one is being sent to Iowa City, The new one to Solon and one of the original two units at ICPW will come to EMA to stay. As a reminder we will need to do a FY24 budget amendment as we are acting as a fiscal agent for the federal grants for the purchases made by HSEMD for equipment we received as well as other counties.

- The Meridian Archer 1200 vehicle portable barrier system and trailer has arrived in Polk County and we need to run up to HSEMD and bring it back as soon as road conditions improve and our schedule allows. It will likely live either at Iowa City Public Works or at Coralville Public Works. Both of whom have a large amount of summer events.
- The one message board that was hit by a motorcycle in August has been repaired and is back in North Liberty.
- The POTUS 45 rally in Coralville at the Hyatt went off with no issues.
- The upfit was recently completed by Keltek and got a work out during the past weeks snow storms, blizzard and extreme cold weather. We can cover the CAT level 2 response and storms response during the "other" portion of the meeting agenda.
- The VA still has the Decon trailer for training and it will be back here later than expected and stored outside upon its return as we have no indoor winter storage for that trailer due to the size of it.
- We needed to purchase a two-stage snow blower for the recent blizzard as JECSA did not have one and the vendor could not keep up with snow removal – thanks to ICFD and Brandon Smith for bringing out their truck to help keep the drifts back, there was also an emergency hire of the contractor who does Chatam Oaks in order to just keep up with the 19.5" snowfall that occurred last week.
- Caucus night went off with no issues other than the cold and roads keeping turn out lower than expected.
- We will be donating a few pallets of leftover and recently expired MRE's and Heater Meals EX to go to Ukraine via a drive held by WHO soon. These were left over from replacement of the ones used during the Derecho response in 2020 and expired recently but are actually fine to eat however in the US the practice is to donate them to other countries for use.
- Work continues on the mitigation plan for the FEMA plan update.
- The boat should be listed any day now on purple wave for auction.
- One boat is left to bring back from service at a vendor in Muscatine in the next two weeks as time allows.
- Replacement shelter items used during the blizzard have been ordered for the Oxford Fire Station and City Hall.
- The Dive team had its normal pool training session and 4 members still need to complete ice diver certification over the winter in Wisconsin when a course opens.
- The bomb team needed a new replacement computer for the truck and had funds in their line so that was purchased and replaced and the old one will go for auction now that it was wiped by I.T.
- No recent bomb team or dive team calls just normal monthly trainings.
- JECSA administration and I presented our budgets at the informational session on 1/16/24 and that went well.
- I was in the Polk County area the day of the school shooting in Dallas county and offered to have Travis and I assist but they already had support onsite from Polk and other counties that day so we were not involved in the response or recovery of the incident.
- The sUAS program has been quite recently due to harsh weather conditions.
- The banana boats are in for Oxford and Tiffin as well as the exposure suits and they are trying to line up training with NLFD or CFD soon.
- The board of supervisors signed the revised dive team 28E signed. Coralville and North Liberty were both signed on 1/16/24 and I will get that to the County Recorder and filed with certified copies for each member entity here in the next week.
- The City of Solon agreed to house one of the ema Tahoe's over the winter so it doesn't sit out which works well.



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- Thanks to Brad F. at County Conservation who is also one of the EMA Commission PIO's and helped with the public information function during the recent winter storms.
- Still working with the attorney's office on the EMA storage and next steps with builders etc. for civil work and next stages on planning the storage garage.
- We activated for the storm the C.A.T. sop fully for the first time since developed after the 2011 ground hog day blizzard and that event was a 16" snow with this one totaling out at 19.5 inches for the county (not including drifts).
- Thanks to the non-traditional partners such as the snow mobile clubs that are in the plan that we used this past week.

11. Deputy Director Report

Deputy Director Report for January 2024

- HAZMAT –
 - Monthly trainings continue
 - 1 Call out since last meeting for Iowa City response for diesel leak.
 - EMA filtered several calls from Cedar County as they worked through a Mercaptan spill/release in Durant. Our contacts at Oneok were able to provide information and a mitigation company to Cedar County.
 - HAZMAT new Executive Board structure went into effect in January.
- ARES –
 - Postponed January meeting due to weather.
- CERT –
 - Recruitment efforts ongoing
 - Trailer inventory/training occurred in October but it was primarily all ARES folks.
 - I presented a memorial plaque to Principal Plummer and the team in remembrance of member Aidan O'Neill who we died this past July. We retired his cert call number & badge ID.
 - Regina CERT – program remains strong. Thanks to Bruce McAvoy (UI Fire) and Andy Seberger (JCAS) for their help as guest instructors so far.
- LEPC –
 - Meeting was held on December 19.
- COAD –
 - Resumed after a prolonged break (with the exception of emergency response/meetings by these partners during 3-31 tornadoes)
 - Great turnout with ongoing recruitment of new member agencies.
 - Group being led by UW with EMA assisting as needed.
- Healthcare Coalition (Service Area 5)
 - Communication platforms work continues.
- COVID19
 - Final close out of the CAT-Z (admin costs) claim is for \$36K. In review for obligation. EMA will still be required to compile documentation on time given to the grant submittal so our return amount may be under 36k.
- Project Lifesaver
 - Serving 5 Clients at this time.
 - Ongoing education with a couple clients and their caretakers due to concerns with them following the rules of the agreement.
- Updates on Grants
 - HMEP 22 – CFS (Commodity Flow Study) cost submitted. Waiting on Approval. ESF 10 work by Two Rivers Emergency Management will be submitted as soon as the other is approved.
 - HSGP 22 – All HSGP 22 dollars have been received.
 - EMPG 23 –. Upfit claim and supporting documentation has all been submitted and our now waiting on review/reimbursement from the State.

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- HMEP 23 – Waiting on team to determine new scope as in-house tech training was scrapped after award was issued.
 - HMEP 24 – NOI was submitted noting ongoing Tech training. Will need to update this when applications is submitted.
 - HSGP 23 – Awarded for \$113,000, Foam Trailer and River Boom. Quotes have been obtained. Dave and I will make visits to departments who own the equipment to spec items.
 - HMGP – Stakeholder and Public Input Kick Off Meetings X2 have been held. Public one and survey rolled out and online meeting rescheduled for the public to 12/11/23.
 - HSGP \$200K project in partnership with HSEMD for archer barriers and light tower generator sets. Light tower generator has been picked up.
 - Rescheduled Mitigation Kick off Meeting for Public and Part6ners was held on December 11
 - Attended FEMA R7 virtual meeting for Disaster Housing Focus and a second on Disability Awareness Overview.
 - Attended County Safety Committee Meeting x 2.
 - Our location is hosting MATS again this year as well as the Community Police Academy once again.
 - Worked the January winter storms this past week.
12. Old Business: The Dive Team’s update 28E agreement with the participating municipalities has been signed. North Liberty PD is not assigning another member to the team due to other department commitment with staffing. North Liberty Fire Department is contemplating adding a member but that is undecided as of now so North Liberty did not sign on to the current 28E.
13. Next Meeting Date: February 29th of 2024 at 5:30
14. Adjourn. Motion to adjourn by Brian Wayson, second by Julie Persons, all ayes and motion carried.