



4529 Melrose Avenue

Iowa City, IA. 52246

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May 18, 2016

The Johnson County Emergency Management Commission met on Wednesday, the 27th of April 2016 at 7:00 p.m. in the Policy board room at the Joint Emergency Communications Center & Emergency Management Agency Offices, located at 4529 Melrose Avenue, Iowa City, IA. This meeting was subject to Iowa open meeting laws and rules, and was not moved into closed, or executive session. All agendas were posted at least 24 hrs. in advance of the meeting on the following websites: www.JECC-EMA.org, and on the Johnson County Web at: www.Johnson-County.com as well as at the Public Entrance to the JECC-EMA Building at 4529 Melrose Avenue in Iowa City, Iowa. Any of the items on this agenda may or may not have included formal action being taken at the time of the meeting. Commission members that needed to dial in called: **1-302-202-1090 Access Code 648-2495** and followed the prompts. There was a quorum onsite, and the conference call line was terminated at 7:18 PM.

April 27th 2016, 7:00 PM - Johnson County EMA Commission Meeting Agenda

1. **Open meeting and determine quorum of at least (at least 7) Commissioners (Elected Officials required due to budget amendment.):** Brian Wayson, the Commission Chair, called the meeting to order at 7:00 PM and present onsite were the following elected officials: Commission member Pulkrabek of Johnson County Sherriff's Office, Commission Chair Wayson from North Liberty, Commission member Harney from the Board of Supervisors, Commission member Thomas from Iowa City, Commission Vice Chair Kemp from Hills, Commission member Flake from Lone Tree, Commission member Heitman with University Heights, Commission member Jiras from Oxford, Commission member Berner from Tiffin, and Emergency Management staff Dave Wilson and Shawn Sharp. Commission member Stange and Commission member Taylor called in until 7:10 PM.
2. **Roll call by sign in sheet and introductions as needed:** All members introduced themselves
3. **Action on consensus items:**
 - A. **Motion to amend or accept the present agenda:** Motion by Harney and second by Kemp. All ayes and the motion carried.
 - B. **Motion to amend or accept the meeting minutes from the last meeting:** Motion by Heitman and second by Flake. All ayes and the motion carried.
 - C. **Monthly financial report:** Motion by Pulkrabek and second by Harney. All ayes and the motion carried.
4. **Comments or topics from the public:** No public members were present or on the phone. The budget amendment was published appropriately. No comments from the public were received.
5. **Open the public hearing on the FY16 Budget Amendment:** No public were present or on the phone. The budget amendment was published appropriately and proof of publication was provided. No comments from the public were received.
6. **Close the public hearing:** Closed at 7:04 PM.
7. **Action on the FY16 Budget Amendment:** Motion by Kemp and second by Flake to accept the amendment. All ayes and the motion carried. Commission member Taylor got off the phone after this vote and Commission member Stange stayed on until 7:18 PM.
8. **Haz Mat Team report:** Attached to this report.
9. **Local Emergency Planning Committee (LEPC) report:** Attached to this report.
10. **Deputy Coordinator report:** Attached to this report



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11. **Coordinator report:** Attached to this report.
12. **New Business:** May is when Director Wilson's annual review is done. Chair, Vice Chair and Commission member S. Flake will conduct it.
13. **Topics from Commission members:** No comments.
14. **Adjourn:** Motion by Kemp and second by Heitman. All ayes and meeting adjourned at 7:18 PM.



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Director/Coordinator Report:

April 25, 2016 - Directors Report

15. As Iowa EMA Association 2nd vice president (moving up in July to Vice President) this legislative session has occupied a fair amount of time since January on the topic of increasing the pass through of the wireless funding from 46% to 60% to the local 911 centers and trying to limit the amount of funds siphoned off from the wireless carryover fund for use in the Statewide 700 MHz radio system project which primarily benefits the State Patrol, from that funding stream. As of 4-25-16 two separate bills have been advanced. The first increases the pass through from 46% to 60% from the wireless surcharge to the local 911 centers and is awaiting the Governor to sign. The second is still in the Republican controlled side of the Capital after having passed the Democrat side of the Senate and allows for a second year of funding in the amount of \$4.4 million from the wireless carryover fund to make this year's installment payment to Motorola for the Statewide 700 MHz radio system. This is the system that the State Patrol will operate on and is being marketed as the statewide interoperable system. That bill had not been voted on by the House side and passed onto the Governor yet but we are informed that the Governor has agreed to sign both bills. It is our desire to see that the Governor signs the bill he line item vetoed last session first, before the second years funding bill, which is separate before it is passed onto the Governor for signature. This would be less risky than having what happened to us the last session happen again when both items were included in one bill and the increase to locals was line item vetoed from that bill by the Governor after the first year payment for the system was funded from it.
16. We are working on two weather related projects that are closely tied together, one is the NOAA certification for Lightning Safety at large venues which once we have that we will be the first in Iowa and one of the first in the Midwest to have obtained it, this ties closely into our recommendations to the Special Event Permits that are issued by towns for gatherings in excess of 1000 people. We have asked and received favorable responses from Tiffin, North Liberty, Iowa City and the County regarding language being added to the permits that would require the person taking out the permit to address several weather related considerations before being issued a permit. Draft documents are being worked up as templates to provide those taking out permits and we are working with the U of I on how we can partner with them for use of the Lightning tracker system they already use for the stadium and outside sporting events.
17. Clinton County is interested in joining Johnson County on the Debris Management Plan and at least one vendor has offered a 5% discount to each county that signs on to do a plan at the same time. We will see what other companies offer for bulk purchase discounts. Other counties are interested as well.
18. The E911 budget was adopted and one of the items added was funding for replacement batteries for agencies for handheld radios.
19. Iowa County continues to be interested in the possibility of joining the Johnson, Linn and Blackhawk radio system.



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20. We will begin working on the roll out of the new time materials and equipment software for FEMA disaster declaration reimbursements this May. I am still awaiting dates from participating department heads on when they can meet before we have the training. This allows us better collect reimbursement for all disasters and captures volunteer hours and donated resources better.
21. IDPH funded my attendance at the PERRC 2016 conference in Orlando Florida in March. It was worth the trip and actually two conferences we going on at the same time that allowed for good exchange of information on changes coming from FEMA and HHS on both Stafford act disaster reimbursement on the Public Assistance grants and on new GIS software and data sets that allow us to plan for and better capture medical special needs populations throughout the U.S. at the local level. This is important as we are presently revising the ESF-8 mass care, mass casualty and mass fatality planning areas of the countywide emergency operations plan.
22. We received an IDPH grant for the MRC from carryover funds they had that will go for the team coordinator Frank Fleming who is contracted to run the team. (\$3,750.00) it has to be spent by the end of the FY. This is one of the two grants that make up the budget amendment from tonight.
23. The Lone Tree boat that EMA owns is now at a new property Conservation owns off of Sand Road not far from the River Junction boat ramp.
24. We have meet with Sgt. Kunkle and Tiffin FD, as well as JCAS on doing an IAP and on response planning for the 2016 Hairball concert that is now moving to May. I discussed our concerns with the Tiffin City Administrator and the Mayor and they are agreeable to concerns we brought up and suggestions we had for the Special events applications for the town.
25. Continuing work on plan revisions and Salamander system updates and began work on the ER Assist software for FEMA claims processing for use Countywide. The ESF-10 hazmat review is scheduled for May and the balance of the plan updates will go in before June 30th. The Host County REP plan has no major changes this year just minor revisions.
26. We hosted two courses from CTOS (the Nevada test site) they were Population Monitoring at Community Reception Centers and WMD Radiological/Nuclear Responder Operations and were held over 4 days concluding in a full scale exercise at the fairgrounds. It was excellent training.
27. I attended the Resource Unit Leader Course in Des Moines over 4 days put on by DHS/FEMA and HSEMD. It was excellent training.
28. We conducted the last two of four classes for critical infrastructure planning in February and March and I now was awarded by TEEX at Texas A&M my certificate for Critical Infrastructure planning. We hope to have Shawn certified next year as well.



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29. There will be a table top exercise in August for the Missouri earthquake scenario that we will be involved with and meetings have begun on that.
30. The local Healthcare Coalition is wrapping up their grant activity and planning / exercise requirements for the year.
31. The following are upcoming courses at EMA: Med Dive, Public Safety Diver Survival, Dive Rescue 1 and Light Salvage and Recovery for the dive team all May 30th through June 8th locally. Dive team members will be involved in these courses. CERT train the trainer will be June 8th and 9th for new instructors as we look to resurrect the cadre of remaining CERT members in the county. All Hazards Situation Unit Leader the FEMA position specific training will be here May 2nd through 6th and the Wide Area Search in Disasters course is being held today and tomorrow here and the DAEC walkthrough exercise is tomorrow at 6 pm.
32. **Follow up on old business:** Still no change in the two outstanding Dive Team Claims. One of the two was actually paid in late March. The truck and trailer from the gentleman in Coralville paid his claim in full to the collection agency and they passed through \$315.25 of the claim. The out of state bill for the airboat recovery might well be a write-off.
33. **EMA Social Media:** our Social media site has nearly 2000 followers.
34. **LEPC Report:** The spring 2016 LEPC meeting was held on April 14th and Enterprise Pipeline presented on their facility. The meeting minutes are attached. The Bylaws were resigned by the present chair and vice chair and refiled with the Records office as they had last not been touched in over 3 years.
35. The IDTDNA exercise is still on track for May 21st in Coralville.
36. Bob Libby with the Iowa City Airport Commission has contacted me about doing an Iowa City Airport Exercise in 2017. We will be working on that after we complete the 2016 exercise.
37. The Commodity flow study is being written.
38. The Tier 2 reports are up from 87 to 115 reporters this year. Most are in the metro area with the U of I being a large reporter as well as local area industry. The smaller rural areas are primarily ag. related. That report is available for anyone interested in it per Iowa code.
39. The Orange DOT ERG Guidebooks are due in for distribution at the local DOT shop in May. I will notify all when they arrive for distribution.



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40. Financials:

- EMA fund balance as of today is \$136,322.75
- New revenues year to date are \$3,337,957.89
- JECC funding remaining to be passed through is \$256,150.00 and is paid to them in June after it is transferred to the EMA fund by the County.
- EMA share of the FY16 budget authority remaining is \$66,902.13 after the last installment is paid to JECC.



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Deputy Director Report

- Training
 - Attended ICS Train the Trainer Course, still waiting on certificate to be recognized by the State to teach. Will begin offering classes locally once that happens. Planning a weekend and a weekday offering of ICS 300 and 400 per year to keep agencies current with promotions etc.
 - Completed the FEMA Communications Unit Leader class, which gave me a better understanding of the technical aspects of communications during a disaster.
 - Completed the THIRA class which is the process we use for plan reviews and development.
 - Completed the HAZMAT Tech I course in Michigan with ICFD FF McFarland.
 - Will be participating in the Situation Unit Leader course and the Wide Area Search course at EMA.
- DAEC refresher Training on 4/25/16 at CFD for volunteer agencies was completed.
- DAEC Walk through on 4/28/16 at Fairgrounds at 1800.
- Attending and supporting ARES meetings monthly their "Field Day" is coming up in June, EMA will support their efforts. This is a nationwide event that simulates ARES ability to set up and staff radio stations for a 24 hour period.
- Hazmat Team
 - No recent calls.
 - Bill to State of Iowa DOT for Mercury calls X2 are still outstanding.
 - Last training for Volunteers on the team was Mercury training conducted in conjunction with UI EHS
 - Full Timers - had Command/Control and review of the DAEC event. Going over task lists and communication procedures.
- Dive Team
 - No recent deployments but training continues. Looking to add 4 more divers to the team due to turn over and have several trainings come up at the end of May into early June. One of the two outstanding bills that went to collections was paid recently.
- Bomb Squad
 - One recent deployment and equipment moves to new location at later in May that the U of I has arranged for.
- Been working on
 - ESF-8 and 10 reviews
 - HAZMAT Manual – final stages of formatting to submit to the board
 - Special Event IAPs
 - NL Blues and BBQ
 - Tiffin/Bella Sala & Hairball
 - Template for the special permit applications and guidance for municipalities to consider



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- Salamander IDs
 - JECC issued.
 - ARRL/ARES issued.
 - Lone Tree Fire close to printing, they are still entering information.
 - Hills – updating.
 - NL Fire and PD next.
- Researching new Tools – GIS IMPACT, Lightening trackers etc.
- North Liberty PD/FD/Streets is requesting a Table Top and perhaps more this summer/fall for an exercise.
- STR East trailer to Camp Dodge for Statewide Communications Exercise completed.



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LEPC Minutes of April 14, 2016

The Johnson County LEPC met on Thursday April 14, 2016 at the JECC/EMA building. LEPC Chair Dave Wilson called the meeting to order at 10:00 AM. Greetings were extended and self-introductions were made around the room. In addition a sign-in was passed around and is attached as a scanned pdf.

- Introductions - by all and sign in sheet attached.

- Old Business
 - The minutes from the previous LEPC meeting in October 2015 were reviewed and a motion to Approve as published was made by Ed Riehle and second by Jason Decker. All Ayes. Motion to approve previous minutes carried and minutes from the October 2015 meeting are adopted.

 - Integrated DNA Technologies exercise is still in the planning phase with six meetings completed. Still trying to determine the level of availability from Coralville Fire Department Volunteers for that am, but Coralville Police, the Bomb squad and the Hazmat team as well as EMA and an on duty JCAS crew are planned for participation in the event as well as the IDNAT staff. Anyone interested in participating as a role player or observer is welcome to contact Dave to participate. We have another planning meeting Friday the 15th of April 2016 here at 1:30

- HMEP grant updates/status reports.
 - HMEP Training for FFY16, the budget approved by the State is as follows: \$2,326.11 for planning which will be spent entirely on refreshing the three commodity flow studies that we have contracted with Steve Hergenreter to complete. The study will do highway, rail and pipeline. The contractor provided an update yesterday that it will be completed by the end of April 2016 and he was seen yesterday working the Hwy. 218 area near Melrose Avenue. He reports all pipeline and rail is done and is just wrapping up some of the State highway counts, and that the Interstates are done. He study is delayed slightly as not much ag chemical had been moving in February so they were trying to capture true numbers in March and April.

 - For Training the grant award is \$2,173.10 and will be used to send hazmat team members to the Hazmat Technician School in Lansing, MI. The grant funds will all be 100% expended by the end of the grant performance period which is late summer 2016. Deputy EMA Coordinator Shawn Sharp & ICFD FF McFarland are both in Lansing this week taking the 40 hour Tech Classes.
 - The FFY17 HMEP grant will be written by Shawn Sharp the new EMA Deputy Director and he will be working with the LEPC and Hazmat Team to identify projects in addition to the standard sustainment training of team members.



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- For the HMEP FFY16 Rail Car Training, Lisa informed Dave that we can expect that the grant of \$1,083.10 for a Railcar class was approved however it is not enough to cover the cost of that course so we have requested we be allowed to use those training funds to send team members to the Tech 1 and 2 classes instead. Still awaiting response from State on this request. The amount was several thousand short of what the cost of the rail course would cost. Still pending more info from State.
- Haz Mat Team report
 - B/C Platz is unable to attend today but wanted me to report that B/C Greg Tinnes will be assuming the Operations Lead for ICFD and taking over Hazmat Team Operational responsibilities as B/C Platz moves into other duties in anticipation of upcoming retirements at ICFD. There has been three calls for service since the last meeting. One was to Dodge Street for a semi with a drum carrying a chemical that had overturned inside the trailer. The other two calls were for Mercury that was dumped in the trash at the Tiffin rest area and one of those two calls was actually to respond for missed product that the contracted cleanup company had missed due to snow on the ground at the time of the spill. All invoices have been submitted and the trucking company for the Dodge Street and I-80 call has paid that claim. The State DOT payments from the two Tiffin rest area calls are still outstanding.
 - The Team has sent members to Nevada and to Colorado since the last meeting for various trainings and again presently has members in Lansing at a course.
 - The Team recently attended a Mercury class that the U of I held and ICFD FF Crane will be taking the Highway Specialist course in Pueblo Co. soon.
- The annual ESF-10 update for 2016 will be on Friday May 13th at 1:30 in this room here at JECC/EMA for those that are able to participate in that review.
- DOT ERG books for 2016 should be coming any day now. Once the Coralville DOT shop has them in I will be distributing them and send out an email.
- State Hygienic Lab has some upcoming training and that flyer is attached to these minutes for those that are interested in attending.
- Around the room updates were completed by members present.
- The Healthcare Coalition is getting exercise credit for the full scale exercise / actual event which was the mumps outbreak back around the holidays and is just working to close out grant checklist items. No concerns to share at this time. Tricia the Vice Chairperson was unable to attend so Jason Decker from Public Health provided her updates.



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- Dave briefed everyone on his lessons learned from the 2016 Vigilant Guard Exercise in January at Camp Dodge.
- Brian from Enterprise Pipeline provided a presentation on their pipeline operations and answered questions from those present. In addition they recently had training onsite for over 30 members of West Branch Fire Department and other local fire agencies at the pipeline facility. The presentation was very interesting and he offered to host an upcoming meeting at their facility for the LEPC in the future.
- Dave passed around the current bylaws and the draft bylaws. The present bylaws are 3 years old. Minor corrections are in the new bylaws including updated phone numbers. Motion by Jason and Second by Ed to adopt the draft bylaws with the new dates. All in favor and passed. The Chair and Vice Chairperson will sign them and get them filed with the County and State and send off a copy to the SERC.
- Mike Buser from Iowa City who is their Safety Officer has completed his application to the LEPC and Dave will turn in his application to the SERC if there are no objections. None offered. Mike will be a new member of the LEPC.
- Fall meeting: The Fall 2016 LEPC meeting is scheduled for October 6th 2016 at 10am here in the same room (this will be a Thursday meeting day).
- Motion to adjourn: Motion by Brian and Second by Rich. All approved and meeting adjourned at 10:55 am
- Sign in sheet & training flyer follows



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Johnson County LEPC Meeting
 4/14/2016 (10 AM)
 JECC / EMA in the Policy Board Room

NAME	AGENCY	PHONE NUMBER	EMAIL ADDRESS
Dave C Wilson	Johnson Co EMA / Chair LEPC	319-356-6761	Dave.wilson@jecc-ema.org DW
Edward Rieckle	Iowa City VA HealthCare Syst	319-430-6964	edward.riekle@va.gov OR
Jon Reyhans	P&G	319 331-4980	reyhans.jr@pg.com
Waylon Schultz	P&G	319-458-0222	schultz,wj@pg.com
Brian Mueller	Enterprise Products	319 391 4615	bmueller@eprod.com
Wanda Reiter Kintz	State Hygienic Lab	319-325-0766	wanda-reiterkintz@uiowa.edu
Jason Decker	JCP&T	319-688-5864	jdecker@co.johnsonia.iowa.us
Tom Smith	Enterprise	(319) 341-4610	tsmith@eprod.com
Jeff Dodd	Jo. Co. ARES/ARES	(319) 351-5867	john-dodd@uiowa.edu
Rich Bingham	AARL Iowa Section/EL	(319) 325-9289	wwbq@mchsi.com
Rick Bynum	UofI EHS	(319) 335-9379	rickd.bynum@uiowa.edu
Mike Buser	City of Iowa City	319-356-5427	mikebuser@iowa-city
Rick Blundt	IDT	319-470-3180	rblundt@idtdwa.com



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Packaging and Shipping: Division 6.2 Materials

May 24, 2016 — Coralville, IA

May 26, 2016 — Ankeny, IA



Sponsored by State Hygienic Laboratory at the University of Iowa and National Laboratory Training Network



Description

This intermediate-level, one-day program provides a comprehensive overview of regulations applicable to packaging and shipping laboratory specimens. Lectures, demonstrations, and group exercises will be used to provide instruction on complying with international, federal, and local transportation regulations. Participants will be tested on their knowledge of the regulations and receive documentation of attendance and testing. Participants meet Department of Transportation (DOT) training requirements upon satisfactory course completion and documentation of OSHA blood borne pathogen or other safety training and security training.

Audience

This program is designed for laboratorians who package, ship, and transport Division 6.2 hazardous materials such as patient specimens, cultures, and dry ice.

Objectives

At the conclusion of this program, the participant will be able to:

- Classify, mark, label, and document Division 6.2 hazardous materials (UN3373, UN2814, and UN2900) and dry ice properly for transport by land, air, and United States Postal Service.
- Outline DOT training requirements, including the responsibilities mandated for testing and documentation.
- Choose the most appropriate DOT exception to use when transporting Division 6.2 materials by motor vehicle.

Faculty

Patricia Payne, Ph.D., MT(ASCP), President, JBM Associates, Inc. consults with the Association of Public Health Laboratories (APHL) to develop and conduct training on regulations that affect the transport of Division 6.2 hazardous materials. Since 2002, Dr. Payne has been providing training and consultation to public health and clinical laboratories throughout the United States.

Locations

May 24, 2016

State Hygienic Laboratory at the University of Iowa in the Center for the Advancement of Laboratory Science
Coralville, IA

May 26, 2016

Iowa Laboratories Facility
Ankeny, IA

Agenda

8:00 a.m.	Registration and Pre-test
8:30 a.m.	Overview of National and International Regulations and Training Requirements
9:30 a.m.	Classification (Land, Air, Mail)
10:00 a.m.	Break
10:15 a.m.	Classification Continued
10:45 a.m.	Packaging, Labeling, Marking, and Documentation
11:45 a.m.	Emergency Response Information
12:15 p.m.	Lunch (provided)
1:00 p.m.	Exceptions for Motor Vehicle Transport
1:30 p.m.	Case Studies
3:00 p.m.	Break
3:15 p.m.	Review, Question and Answer Period
3:45 p.m.	Competency Exam and Evaluations
5:00 p.m.	Adjourn

Continuing Education

The Association of Public Health Laboratories (APHL) is approved as a provider of continuing education programs in the clinical laboratory sciences by the ASCLS P.A.C.E.® Program. Participants who successfully complete this program will be awarded 7.0 contact hours.

Registration

Register FREE at: www.aphl.org/courses/Pages/023-16.aspx
Registration closes: One week prior to course date.

- If you have difficulty with the online registration process, please email registrar@aphl.org or call 240.485.2727.
- Upon receipt of your registration, a confirmation letter including address and directions to each site will be sent by email.
- For more information, email seminar@aphl.org.

Special Needs

Individuals seeking special accommodations should submit their request in writing to seminar@aphl.org. Please allow sufficient time for NLTN to make arrangements, which is normally at least three weeks prior to start date of the course. For more information call 800-536-6586.

Funding for this training was made possible by the Centers for Disease Control and Prevention. The views expressed in written training materials or publications and by speakers and moderators do not necessarily reflect the official policies of the Department of Health and Human Services, nor does the mention of trade names, commercial practices, or organizations imply endorsement by the U.S. Government. This project is funded 100% by Federal funds.

Course # 588-023-16, 588-024-16

The National Laboratory Training Network is a training system sponsored by the Association of Public Health Laboratories (APHL) and the Centers for Disease Control and Prevention (CDC).
For a complete list of courses, visit www.laboratorytraining.org



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Form 653A Miscellaneous (revised 1999)

Iowa Department of Management

NOTICE OF PUBLIC HEARING -- AMENDMENT OF CURRENT BUDGET

The Johnson County EMA Commission of Johnson County Iowa will meet at: the Emergency Management Agency located at 4529 Melrose Avenue, Iowa City, IA. 52246, on April 27th 2016 at 7:00 PM. for the purpose of amending the current FY16 budget that ends 6-30-2016, by increasing expenditures in the following funds:

EMA Fund from \$3,546,502.00 to \$3,589,502.00.

Reasons for increases: \$43,000.00 in new grant funds this present budget year that need to be receipted and expended within the present budget year.

The increase in expenditures set out above will be met from increased receipts and/or cash balances not budgeted or considered in the current budget.

There will be no increase in taxes to be paid in the fiscal year ending June 30, 2016. Any residents or taxpayers will be heard for or against the proposed amendment at the time and place specified above. A detailed statement of: additional receipts (other than taxes), cash balances on hand at the close of the preceding fiscal year, and proposed disbursements, both past and anticipated, will be available at the hearing.

(Clerk, Secretary)

INSTRUCTIONS

The above form of notice may be reset to include one or more funds and must be lawfully published not less than 10 nor more than 20 days before the hearing. After the hearing the Board shall adopt the amendment as finally determined and their action shall be made a matter of record. For detailed information, see chapter 24, Code of Iowa.

RECORD OF HEARING AND DETERMINATION ON THE AMENDMENT TO BUDGET

The Johnson County EMA Commission of Johnson County, Iowa lawfully met on _____, 2016, at 7:00 PM. at the place and time set in the public notice for the purpose of amending the current Johnson County EMA Commission budget for the fiscal year ending June 30, 2016. The Commission reviewed the affidavit of publication and then directed it be placed on file with the County Auditor. Upon taking up the proposed amendment, it was considered and residents and taxpayers were heard for or against the amendment.

Thereafter, and after hearing all residents and all taxpayers to be heard, the Commission took up the amendment to the budget for final consideration and determined that said budgeted expenditures be amended as follows: EMA Fund from \$3,546,502.00 to \$3,589,502.00. Reasons for increases: \$43,000.00 in new grant funds this present budget year that need to be receipted and expended within the present budget year.

CERTIFICATION

The EMA Director/Coordinator was thereupon directed to adjust the records accordingly, and to certify a copy of the proceedings to the County Auditor and to the Department of Management, to be attached to the original budget for record.

I hereby certify the above to be a true and correct copy of the proceedings of the Johnson County EMA Commission relating to the consideration of an amendment of the original budget adopted on 1/28/2015 (and subsequently amended on 4/27/2016).

Dated this _____ day of April, 2016.

(Clerk, Secretary)

Dave C Wilson – Coordinator



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February 2016 Meeting Minutes

February 24, 2016

The Johnson County Emergency Management Commission met on Wednesday the 24th of February, 2016 at 7:00 PM in the Policy Board room at the Joint Emergency Communications Center & Emergency Management Agency Offices, located at 4529 Melrose Avenue, Iowa City, IA. This meeting was subject to Iowa open meeting laws and rules, and was not moved into closed, or executive session(s). The agenda was posted on Monday the 22nd of February, 2016 at the EMA office building as well as online on the following websites not less than 24 hours before the meeting. The two websites where it was published are: www.JECC-EMA.org, as well as on the Johnson County website at: www.Johnson-County.com. Additionally the agenda was published at the public entrance to the JECC-EMA Building at 4529 Melrose Avenue in Iowa City, Iowa. Any of the items on this agenda may or may not have included formal action being taken at the time of the meeting. Dial in instructions for Commission members needing to participate remotely for the meeting was: 1-302-202-1090 and enter conference code 648-2495 then following the prompts. Due to **NO quorum** being present in the room or on the phone the dial in option was not used for the duration of the meeting and it concluded at 7:03 with no action being taken.

February 24th 2016, 7:00 PM - Johnson County EMA Commission Meeting Minutes

1. **Open meeting and determine quorum of at least (7):** Brian Wayson, the Commission Chair, called the meeting to order at 7:00 PM and present onsite were the following elected officials: Commission member Pulkrabek of Johnson County Sherriff's Office, Commission Chair Wayson from North Liberty, Commission member Harney from the Board of Supervisors, Commission member alternate Ken Stanley with University Heights, Commission member alternate Luke Hruby with Tiffin and Emergency Management staff Dave Wilson. No Commission members were dialed in and there was no quorum so the meeting was closed by Chairman Wayson at 7:03 PM with no action taken.
2. **Roll call by check-in sheet and introductions as needed:** Commission members were present as above
3. **Action on consensus items:** None taken due to no quorum.
 - (A) **Motion to amend or accept the present agenda:**
 - (B) **Motion to amend or accept the meeting minutes from the last meeting:**
4. **Comments or topics from the public:** No public was present.
5. **Adjourn:** Motion by Wayson and second by Pulkrabek. All ayes and the motion carried. The next meeting is April 27th at 7:00 PM and will be the spring budget amendment which will require a quorum of 7 elected officials be present. Adjourn at 7:03 PM



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Director/Coordinator Report:

February 22, 2016 - Directors Report

41. There was a large multi-agency stakeholder meeting with the Army Corps of Engineers on 2/4/16 that lasted about 3 hours to being the process of updating the Coralville Lake Regulation Plan that we have been pressing them on since 2008. It was a good first meeting. There will be many more to follow.
42. The Region and State EMA's have so far not come to a census on when everyone wants to move to a consolidated outdoor warning system test (day and time) as was adopted in the statewide best practice guideline that I discussed last month. They can't decide if they want to make the move this year or not and it's unclear how many do not intend to move their test days at all so due to that I is my recommendation that we leave the outdoor test day on the same date and time for now. Pat Harney did remind me that when we opened the JECC in 2010 we moved the siren test day and time from 9 AM on Monday's to Wednesday's at 10 am to match the day NOAA did the NOAA weather radio tests. It was moved in part due to us abandoning the old indoor alerting system when we discontinued the Plectron brand alerting system schools and hospitals had. So in fact we have moved the test time and date once in the past back in 2010 when JECC opened. Presently NOAA radios test at 11 am on every Wednesday of the month and we do the outdoor test at 10 am the first Wednesday and the radios go off at 11 am. If other surrounding counties move their test day and time next year then we will look at changing it to match the best practice guide recommendation then.
43. The Commodity flow studies on rail, over the road trucks and pipelines are underway by the contractor but the vendor now lists May as a completion date. He wants to get more of the agricultural impact on the roadway that happens in the spring.
44. Clinton County is interested in joining Johnson County on the Debris Management Plan and at least one vendor has offered a 5% discount to each county that signs on to do a plan at the same time. We will see what other companies offer for bulk purchase discounts. Other counties are interested as well.
45. The E911 budget meeting was yesterday 2/23/16. As a reminder though the legislators agreed upon an increase in the local pass through of wireless surcharge to the local 911 fund the Governor's office line item vetoed it in the last hours of June so we will not see an increase at the local level from the wireless revenue and are still at 46% pass-through. ISSDA, IEMA, State APCO and others will be working again to get this passed this session. There has been another bill Senate File 2241 that looks to increase the wireless to 60% once again. It is yet to pass and has to get passed the Governor's office before we would see any increase in July 2016.



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46. Shawn, Floyd from U of I EM and I all attended the NWS/NOAA annual training in Davenport on 2/8/16 and the spring flood outlook is out which shows a higher than average risk of local flooding. The next flood forecast is due out March 3rd. That was sent out to the Commission last week. Streams are running higher than normal, much snow melt has occurred and the ground is heavily saturated. We need some drying to happen so the soil has some absorption capacity.
47. I attended regional awareness training on the capability of the two Lakota helicopters that are stationed in Waterloo and Davenport. The capabilities are impressive but so is the price to utilize them.
48. IDPH had an EBOLA and Emerging Infections disease meeting in Ankeny that I participated in.
49. We received a IDPH grant for the MRC from carryover funds they had that will go for the team coordinator Frank Flemming who is contracted to run the team. (\$3,750.00) it has to be spent by the end of the FY.
50. Attended a couple additional meetings in Des Moines and had a meeting with Lone Tree and Conservation about storing the Lone Tree boat that EMA owns at a new property Conservation owns off of Sand Road not far from the River Junction boat ramp.
51. Met with Andy Johnson and Mickey Miller on PIO duties now that Terrence is gone.
52. Continuing work on plan revisions and Salamander system updates and began work on the ER Assist software for FEMA claims processing for use Countywide
53. **Follow up on old business:** Still no change in the two outstanding Dive Team Claims. They will likely be write-offs.
54. **EMA Social Media:** At the request of Sgt. Kunkle with JCSO we posted some information on the Valentines day crash on I-80 at the Cedar/Johnson County line. Those posts had nearly 100,000 hits related to the traffic information on the incident
55. **LEPC Report:** The Iowa Pipeline Association was held here in Coralville and Shawn and I attended the training on the 11th as well as many local responders.
56. The new DOT ERG guide books should be coming our way in May. We will reach out to agencies to get the new books into their hands as soon as we have them from DOT.
57. The IDNAT exercise planning continues for the May 2016 exercise.
58. Financials:
 - o EMA fund balance as of today is \$115,547.99
 - o New revenues year to date are \$2,026,319.28
 - o With four months remaining in the present FY16 budget we have expended 56% of the budget for the year. JECC funding remaining to be passed through is \$1,504,881.00



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Deputy Director Report

- Training
 - Applied for Iowa CEM
 - All job required training is signed up for and will be completed by summer this year with the exception of the APDS series (still need two more classes)
 - Attending and supporting ARES meetings monthly and discussed communications plans for an EMP (electromagnetic pulse or solar flare event)
 - Have another church lined up to be a shelter in Tiffin, will hear back a final decision from their leadership this week
 - Shelter in Lone Tree at VFW, my contact missed our scheduled meeting, I am still trying to get ahold of him for another
 - Had our monthly local EM meeting with U of I and all Hospital EM's— local hospitals designing an exercise – they will send us the details for our involvement with it this spring
 - Hazmat Team
 - 10/13/15 incident billed was paid
 - DOT Mercury calls X2 have been invoiced and are pending payment
 - Call out on 2/15/16 I380 MP 9
 - Tanker roll over
 - 4000+ gallons of deicer into a small stream, semi too unstable to allow work to occur
 - Corporate engineer confirmed it was non-toxic
 - Bill pending
 - Last training was by 71st CST about their equipment and capabilities as well as an overview on our equipment and its capabilities to the volunteers.
 - Truck had some repairs done on the air tank and the air horn. We are moving the service from Iowa City to the County Fleet program
 - Dive Team
 - No deployments
 - Put on standby for approximately 20 minutes last Sunday
 - Training this past weekend
 - Ice Training class at end of January trained an additional 10 local responders in surface ice rescue this year
 - Bomb Squad
 - No Deployments
 - Found out they are responding as individuals sometimes to calls, asked them to stop and make official call outs so our numbers are more accurate
 - Team also has had neither cellular capability nor print capability in the truck or office so they now have a MiFi and a multi-function laser printer on the truck.
- Mike Smith with JCSO is the newest Bomb Tech and is back from Hazardous Device School and Mark Hewlett is doing an excellent job as the team coordinator getting everything calibrated and up to date.