



4529 Melrose Avenue
Iowa City, IA. 52246
PH: (319) 356-6700
Fax: 319-338-0028

E-mail: dave.wilson@jecc-ema.org

MEETING MINUTES
May 23, 2016

The Johnson County Emergency Management Commission met on Wednesday, the 25th of May 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. All agendas were posted at least 24 hrs. in advance of all meetings 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 include formal action being taken at the time of the meeting. For commission members needing to dial in call: **1-302-202-1090 Access Code 648-2495** and follow prompts. If no Commission members have dialed in by 7:10 or if there is a quorum onsite, then the conference call line will be terminated for the remainder of the meeting. This line is for Commission members only.

May 25th 2016, 7:00 PM - Johnson County EMA Commission Meeting Agenda

1. **Open meeting and determine quorum of at least 7 Commissioners. No quorum was reached no action was taken.** 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 Sheriff's Office, Commission Chair Wayson from North Liberty, Commission member Flake from Lone Tree, Commission member Heitman with University Heights, and Emergency Management staff Dave Wilson and Shawn Sharp. Commission member Taylor called in.
2. **Roll call by sign in sheet and introductions as needed**
3. Action on consensus items: **No quorum was reached no action was taken.**
 - 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
4. **Comments or topics from the public** – No public Present
5. Topics from Commission members: NA
6. Haz Mat Team report
7. Local Emergency Planning Committee (LEPC) report & IDTDNA exercise brief from 5-21-16
8. Deputy Coordinator report
9. Coordinator report
10. **New Business** – Director Wilson stated if no one had concerns he planned to purchase 3 BWW cards for the exercise evaluators from Linn County who helped at the exercise; there were none.
11. Adjourn @ 7:16PM



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Director/Coordinator Report:

May 2016 - Directors Report

12. HF 2439 Passed both Chambers and was signed into law by the Governor on April 29th which amongst other things increases the wireless pass through to local PSAPs to 60% up from 46% a 14% revenue increase to locals. Our increase is projected to be about \$101,266.77 more than in the present CY. This increase begins in July 2016 and is paid in quarterly installments from the State. (Present CY 2015 \$378,116.35)
13. Working to finalize the NOAA certification for Lightning Safety at large venues.
14. Special events plans templates have been sent onto the County and municipalities that requested them for applicants and the special event permit template and proposed language additions were also sent out. If any other jurisdictions are interested please let us know and we can send you the documents.
15. The Bella Sala event went off without a hitch.
16. I am working with Clinton County on selecting a vendor to write the Countywide Debris Management Plan. Clinton County is doing the same so we are trying to get economy of scale and see if we can settle on one vendor for doing both counties. The goal is to have chosen a vendor by July 1st and have the completed local plan by January 1st 2017.
17. The training on the new “time materials and equipment” software for FEMA disaster declaration reimbursements is set for June 15th from 9:00 am until Noon and 1:30 pm until 4:30 pm. This software allows us better collect reimbursement for all disasters and captures volunteer hours and donated resources better.
18. The DNR Side Scan Sonar training was attended by 17 people and we got very positive comments back on it.
19. The Lone Tree boat and two Sheriff’s office boats will be getting motors traded out at the start of the FY17 budget and are getting new 50HP 4 stroke motors. These are the last 3 needing upgrades and are budgeted for in the budget under equipment
20. The DAEC Host County REP plan exercise went well at the end of April and got no negative comments. We did identify one plan change to an SOP that we will be making regarding flow of contaminated persons and had some Letters of Agreement that had to be re-signed due to a variety of clerical things and that is done.
21. We hosted two courses recently in house, one was from TEEEX and was on community search and rescue the other was the ICS Position Specific Situation Unit Leader Course..
22. We are going to be participants in a table top exercise in August for the State of Missouri New Madrid Fault Earthquake scenario.

Johnson County Homeland Security & Emergency Management Agency

Dave C. Wilson, IA-CEM

Coordinator/Director



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23. The local Healthcare Coalition is wrapping up their grant activity and planning / exercise requirements for the year and is purchasing 6 of the quad band radios for migration onto the JECC P25 system off of the old VHF system.
24. 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.
25. A 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.
26. **Follow up on old business:** We are down to only one outstanding Dive team claim, the out of state bill for the airboat recovery.
27. **LEPC Report:** The Commodity Flow Study was completed and sent out. It really did not have anything shocking in it that we did not already know. Over 115 tier 2 sites with over 300 Tier 2 reportable chemicals. The invoice was submitted for payment and the HMEP DOT grant paid for nearly 100% of the study. It looked at Rail, Highways and pipelines.
28. The IDT exercise on May 21st in Coralville went very well. We were very pleased with both the number of participants and the performance by all the responders and participants. The formal after action review is being written and the hot wash and the after action meeting have both been concluded. The report will be done and available in written format within 30 days..
29. We will begin planning now on the request we got from Bob Libby with the Iowa City Airport Commission for an exercise at the Iowa City Airport in 2017.
30. The Orange DOT ERG Guidebooks are in and distributed as of May 21st and we have no spares. 360 were issued to response agencies and key agencies locally.
31. Financials:
 - o EMA fund balance as of today is \$120,967.00
 - o New revenues year to date are \$3,345,318.54
 - o 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.
 - o EMA share of the FY16 budget authority post amendment remaining is \$85,578.38 after the last installment is paid to JECC.



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Deputy Director Report

- Training
 - Since the last meeting
 - EMA hosted a wide area search course
 - EMA hosted Situation Unit Leader Course.
 - Both were attended by a mixture of disciplines from across the state and well received
 - DAEC Walk through on 4/28/16 at Fairgrounds went well. All stations were set up, explained and reviewed through the procedures manuals. DAEC and IAHSMD staff were on site as well.
 - Hazmat Team
 - Three calls since the last meeting
 - Two diesel spills
 - One on 380 NB at the 7
 - One at Tipton rest area
 - Both spills billed
 - Chlorine leak on 5/23/16 at Coralville Water Plant. HAZMAT made entry in level A Suits, capped tank and vented area.
 - Bill to State of Iowa DOT for Mercury calls X2 are still outstanding.
 - I spoke to her last week. She was waiting for a bill from the cleanup company and hasn't received it yet. She said she would investigate from her end. I will call back in a week or two.
 - Training last month was the DAEC walkthrough exercise.
 - Dive Team
 - No recent deployments but training continues.
 - Bomb Squad
 - No recent deployments but training continues.
 - HMEP Grant
 - Got billed for the TECH I school for 2 people attending and for the Commodity Flow study.
 - Will be turning all of that in to the State for grant reimbursements from Planning and Training grants.