

Johnson County Homeland Security & Emergency Management Agency

Dave C. Wilson, IA-CEM

Coordinator/Director



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**May 25<sup>th</sup>, 2023 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 as did another 3 alternates, Dave Wilson - EMA Director, **Tim Kemp** – Hills Mayor & Commission Chairperson, **Louise From** – University Heights Mayor & Commission Vice Chairperson, **Brad Kunkel** - Johnson County Sheriff & Commission member, **Brian Wayson** - North Liberty Councilperson & Commission member
2. Roll call via Conference Call of Commission members:  
Present via Conference Call were **Meghann Foster** - Coralville Mayor & Commission member, **Heather Johnson** – Oxford Mayor & Commission member, **Royceann Porter** – Johnson County Supervisor & Commission member, **Steve Stange** – Solon Mayor and Commission Member, **Eric Schnedler** – Tiffin Councilperson and Commission member/alternate
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 Brian Wayson, second by Louise From, all ayes and motion carried to accept consent agenda, minutes and financial reports as listed.
4. Comments or topics from the public *not related to the proposed FY23 budget amendment*:
5. Open the public hearing for the FY23 EMA budget amendment: (Time **5:32 PM**)
6. Comments from public on the proposed amendment: None
7. Close the FY23 EMA budget amendment public hearing: (Time: **5:33 PM**)
8. Action on the proposed FY23 budget amendment: **Motion By:** Brad Kunkel , **Second By:** Heather Johnson(**approved**).
9. Topics from the Commission: None
10. Director Report:

**Directors Report for May 2023**

- The current financial report is in your packet.
- The 3<sup>rd</sup> JECC payment has been processed leaving one remaining for the end of the FY. Those do not affect the EMA cash on hand as they are processed in and out at the same time.
- Most of my time has been spent this past month doing post tornado activity with the State of Iowa, SBA and United Way on unmet needs.
- We are dealing with some end of the year boat and other vehicle maintenance issues.
- As a result of the tornado we have expanded our staged shelter cart assets to place one 25-person shelter cart at the City of Coralville recreation center and another at the City of Hills community center and I ordered restock items used in shelter operations at Coralville for the shelter trailer.
- The SBA team was in until May 17<sup>th</sup> with an onsite presence at the Coralville Library, which has now closed, and other tornado related grant programs are also ending soon for those that did not already.
- Tonight, we are doing the **year-end budget amendment scheduled for \$265,000.00** to amend in for various grant revenues and expenses not anticipated this current FY. **The new budget amount after the amendment will be \$4,861,663.00**
- We continue to host several multi day classes in house for both Iowa City Fire, EMA and 911 staff.
- I have been involved with a lot of exercise planning for the upcoming Vigilant Guard Tabletop exercise in August.  
I attended the NWS Emergency Manager weather refresher class at Washington County.

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- Our ICS 300 is fully booked and our ICS 400 is nearly full.
  - The EMA legislative change failed to get to a floor vote and is dead until the next legislative session reconvenes in January.
  - We continue to work with the school districts on both the radio roll out, install of safety measures and integration of systems here at the 911 center.
  - Dive team had a car recovery in the Cedar river that they got out and we invoiced insurance for.
  - We still have to complete training in May and June for the remaining 5 new members of the team which will be Lake Wazee coming down June 23<sup>rd</sup> through the 25<sup>th</sup> to get all 5 new divers certified in ERDi level 1, full face mask, Dry Suits, Tender levels that weekend. This will put the team at 13 divers and 3 members in tender only support roles. (16 total on the team).
  - We had a severe weather event with winds over 75 mph and a lot of smaller hail recently that caused damage in the county but it was not declared a tornado nor will funds be available for it outside of insurance funds.
  - There was an issue with one of the smaller towns sirens that they did not go off that Sunday and it has been resolved we think. It will have further testing the first Wednesday of the month but the techs were out and feel that they resolved the issues.
  - Other than some conference calls and meetings with the design contractor, no progress has been made on the storage building project due to lack of land and bond funds.
  - We will have to bid out the HMGP plan renewal as the bid came back higher than expected from Two Rivers Emergency Planning on the FEMA required 5-year Multi-Jurisdictional Mitigation plan update due at the end of 2024.
  - The new Tahoe for the agency that was cancelled and backordered is in at Karl Chevy and on the action item list for tonight.
  - Still no update from Billion Chevy on the 1-ton truck but the order at Karl Chevy was again cancelled for it.
  - We supported Scott & Clinton Counties with equipment for the Mississippi River Flooding, most of those items are now back as of this week.
  - The recovery has progressed well and United Way has been leading the COAD in frequent meetings and partner agencies.
11. Deputy Director Report:
- HAZMAT –
    - Monthly trainings continue
    - No call outs since last meeting
    - HAZMAT members held HAZMAT Ops course for Swisher Fire and surrounding departments
    - EMA will decommission the Special Ops trailer. Most equipment on that trailer is not used and no longer needed by our program. The decon trailer will remain in service.
  - ARES –
    - Neil Johnson two-year term ended in April. State ARES coordinator selected Michael “Mike” Jesse (Johnson County RACES/ARES member) to lead this group. I will be meeting with him soon prior to next team meeting.
  - CERT –
    - Recruitment efforts ongoing
    - Regina CERT session was held on 2/24. Additional sessions were to be held but scheduling conflicts prohibited. 7 seniors graduate this year, will replace and conduct new training at start of next school year. Regina has every intention of keeping this program moving forward. (see attached letter from our student team lead to the US Naval Academy)

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- Healthcare Coalition (Service Area 5)
  - Rad TTX held on 3-16.
  - JCME Scissor/Mortuary Lift was delivered and EMA got that out to the 53 ft trailer and in service. (thanks to Clayton for the ordering and coordination)
- COVID19
  - One additional claim submitted for ongoing storage. All billed before 5/11/23 federal cut off date.
- Long Term Care facilities Quality Committee continues to meet monthly. Group held an Emergency Preparedness training in March and Tabletop Exercise lead by PH.
- Project Lifesaver
  - One client left area, one new client added in Oxford.
  - The new training dates for new Electronic Search Specialists course got delayed but will happen this summer. We have approximately 7 new folks wanting to be trained.
- ALICE Training
  - Sitting in on free monthly webinars with company president to keep current and up to date on topics.
- Updates on Grants and UEI numbers to be provided during the meeting.
  - HMEP 22 – CFS (Commodity Flow Study) – timeline changed and project was kicked off late January. This is a contracted study/report being conducted by Occupation Safety Solutions, LLC who has assisted us with these in the past. This work is nearing completion. Attempting to get the railroad information.
  - HSGP 22 – the second project, Air tow trailer, will be submitted soon. Trailer came in, getting marked with decals and waiting on final invoice.
  - EMPG 22 – Closed out
  - HMEP 23 – NOI and Application submitted for \$5,000 to support Tech. Award amount for Johnson County LEPC lowered, adjusted to \$2,917.97
  - HSGP 23 – NOI and Application submitted for \$133,345. Submitted items include, Foam Trailer and River Boom, Incident Response Trailer (Signs/Cones/Barricades)
  - EMPG 23 application submitted. State has not awarded at this time.
- Attended Rescue Task Force Training
- Completed Meet and Greet with new UW CEO, followed by several interactions and working relationship with spring severe weather and tornados. Her group is assisting in ESF 14 review as well.
- Completed Online Shelter, Evacuee and Migrant Accountability Training
- Planned and Participated in Healthcare Coalition Radiation TTX 3-16-2023
- Participated in National RadResponder Drill
- Attended G361 Flood Fight Operations course which we hosted.
- Assisted with Severe Weather Preparedness Week Activities including
  - Social Media
  - Storm Spotter Training (150 sold out in attendance)
- 3/31 and 4/1 Severe weather
- Attended MGT343(disaster Mgmt for water/wastewater) which we hosted
- Attended/Completed FEMA Alert and Warning Practice Webinar
- Celebrated 6-year employment anniversary on April 24, 2023
- Attend NWS EM workshop
- Assisted in Iowa City Schools walkthroughs for protective film assessments
- Participated in ICFD's accreditation survey interview for Domestic Preparedness
- Attend planning meetings for Emergency Youth Services Camp which we will participate in again this year. First time being held since 2019.
- The old Dive trailer was placed on Purple wave for auction
- EMA provide additional heater meals and water to the Shelter House in Iowa City and the Salvation Army.

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A.

12. Old Business: Adoption of policy for EMA Commission staff for both merit raises tied to evaluations and annual July 1 COLA or cost of living raises, to continue as is presently done (continue the present County policy for EMA Staff). Motion by Brian Wayson, second by Brad Kunkel, All Ayes approved. Action to accept State bid from Karl Chevrolet for 2023 ½ ton 4x4 Chevy Tahoe in the amount of \$42,966.00 (Grant funded) and no upfit, or graphics by that vendor. Motion to accept bid Eric Schnedler, Second by Brain Wayson, all ayes approved,
13. New Business: Upfit and Graphics will be bid out separate and should come in under the procurement policy threshold requiring formal commission action but we will get multiple bids for those 2 projects for the new Tahoe.
14. Other Business: ICAP claim for damage to lower unit of boat #1 from Iowa River Search in April is being processed. Meghann Foster and Dave shared they had an after-action discussion regarding the tornado response as it related to Kirkwood Elementary,
15. Next Meeting Date: September 28, 2023 at 5:30
16. Motion to Adjourn by: Louise From 2<sup>nd</sup> by: Brian Wayson All Ayes Meeting adjourned at: 5:56 pm.