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June 13th, 2014

The Johnson County Emergency Management Commission met in regular session on Wednesday, the 28th of May, 2014 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. All agendas are 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.

May 28, 2014 7:00 PM - Johnson County EMA Commission Meeting Minutes

In attendance were: Janelle Rettig- Board of Supervisors (E)
Orey Switzer- Coralville Fire Department (R)
Tim Kemp- Hills Mayor (Vice Chair) (E)
Michelle Payne- Iowa City Councilwoman (E)
Diane Venenga- North Liberty Police Chief (R)
Steve Dolezal- Johnson County Sheriff's Office (R)
Greg Morris- Solon Representative (R)
Louise From- University Heights Mayor (Commission Chair) (E)
Dave Wilson- EMA Coordinator (S)
B.J. Dvorak- EMA Plans Officer (S)

1. Open meeting and determine quorum of seven (shown above as four Elected & four Reps)
2. Roll call by sign in sheet- on file
3. Action on consensus items: A. Motion to amend or accept the present agenda
 - Motion to accept the present agenda, Motion by Morris, Second by Payne, All Ayes-Approved.
 - B. Motion to amend or accept the meeting minutes from the last meeting
 - Motion to amend or accept the meeting minutes from the last meeting, Motion by Morris, Second by Payne, All Ayes-Approved.
4. Comments or topics from the public
 - No public in attendance.
5. Comments or topics from the commission (NACO Ready & Resilient)
 - The NACO Ready & Resilient event was cancelled due to inclement weather.
 - Greg Morris wanted to thank Dave Wilson for getting the radio issue fixed at Lakeview School in Solon.
6. Haz Mat Team and Local Emergency Planning Committee (LEPC) reports by Dvorak.
 - The May training was on plugging & patching.
 - The team purchased some Drager chips, a pump and a drum kit.
 - So far one member of the hazmat team has attended the grant funded hazmat technician class in Lansing, MI. There is still funding left for three others to attend the school.
 - Erin Jordan conducted a news story on DOT 111 rail shipments that are carrying crude oil. Johnson County was the only one in the area to have had a grant funded rail study conducted back in 2010. We will be having another one conducted in the next grant cycle.

Johnson County Homeland Security & Emergency Management Agency
Dave C. Wilson, IA-CEM
Coordinator/Director



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7. Planner report: Dvorak
 - Received approval letters for the DAEC full scale exercise, UIHC full scale exercise, NDMS functional exercise, cybersecurity table top exercise and mass casualty incident table top exercise.
8. JECC, E911 & Statewide Communications report(s) Wilson
 - Tom Jones is wrapping up some end of the year maintenance issues at JECC
 - Inspiron Logistics/WENS was selected for the statewide emergency notification system. This is the first time the state has had one and will save the JECC around \$26,000 per year.
 - Tom Jones submitted his claims to Lori Phillips so E-911 could fund the bi directional amps for Lakeview School and some other radios and that should all be done over the summer.
9. Coordinator report: Wilson
 - FEMA has paid us \$65,090.60 from the June Flood. They still owe us about \$30,000 yet.
 - EMA is also still owed \$39,000.00 in FY14 EMPG funding, doubtful we will have it before 6-30-14.
 - The equipment funding from the water project that EMA is working on with the coalition has to be spent by June 30th and that order was placed by Public Health, Johnson and Cedar EMA will go get it from NC.
 - The MCI Plan was rewrote with Johnson County Ambulance Service and was exercised in Linn County. MABAS cards were added for JCAS in JECC.
 - EMA is writing a radiological grant through the CDC for monitoring equipment and also a reallocation grant from the state to purchase some additional satellite phones to replace the old ones.
 - HSEMD approached Wilson about EMA being the fiscal agent for their multi-state agriculture partnership. It was decided by the Commission that Johnson County EMA will pass on this and have another county get involved as we have already taken our turn doing this. Motion by Kemp, Second by Payne, All Ayes-Approved.
10. Other or new business:
 - No new business.
11. Consensus item: monthly financial report
 - Cash on hand is \$105,267.33.
 - Remaining budget as of May 28th is 5% of the total budget with less than 30 calendar days left in the cycle.
 - There is \$211,668.10 in the actual amount to expend. Most of that goes to JECSA with \$36,000.00 left for EMA until the end of the FY.
 - Total revenue for the year is \$3,819,650.78.
 - Motion to accept monthly financial report. Motion by Morris, Second by Kemp, All Ayes-Approved.
12. Closed session for annual performance review of EMA Coordinator position
 - Motion to go into Executive session. Motion by Rettig, Second by Payne, All Ayes-Approved.
13. Reopen closed session from annual performance review by Rettig.
14. Formal actions from performance review for the EMA Coordinator; the review groups raise for merit and cost of living was approved.
15. Adjourn
 - Motion by Kemp, Second by Morris, All Ayes-Approved.