



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

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

September 26th 2013

The Johnson County Emergency Management Commission met in regular session on Wednesday, the 25th of September, 2013 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: JECC-EMA.org, and on the Johnson County Web at: Johnson-County.Com as well as at the Public Entrance to the JECC-EMA Building on Melrose Avenue in Iowa City.

September 25th 2013 7:00 PM - Johnson County EMA Commission Meeting Minutes

In attendance were: Janelle Rettig- Board of Supervisors

Michelle Payne- Iowa City Councilwoman
Don Saxton-Oxford Mayor (Commission Chair)
Lonny Pulkrabek- Johnson County Sheriff
Bryan Bredman- Shueyville Mayor (Via Phone)
Greg Morris- Solon Representative (arrived 7:07)
Luke Hruby- Tiffin Representative
Louise From- University Heights Mayor (Vice Chair) (Via Phone)
Dave Wilson-EMA Coordinator
B.J. Dvorak-EMA Plans Officer

Guests were:

Roger Jensen- ICFD
Brian Platz- ICFD and Johnson County Hazmat Team
Christine Sheetz- United Way of Johnson County

1. Open meeting and determine quorum (may send non elected alternates)
2. Roll call
3. Action on consensus items: A. Motion to amend or accept the present agenda
 - Motion to accept the revised agenda as drafted, Motion by Payne, Second by Hruby, All Ayes-Approved.
 - B. Motion to amend or accept the meeting minutes from the last meeting
 - Motion to accept the meeting minutes from the May meeting as drafted, Motion by Pulkrabek, Second by Payne, All Ayes-Approved.
4. Comments or topics from the public
 - No comments from the public in attendance.
5. Comments or topics from the commission
 - No topics from the commission.
6. Haz Mat team report
 - Responded to Oaknoll Retirement Center on September 20th for a muriatic acid spill. The chemical was mitigated.
 - There are currently 26 members on the hazmat team about half are ICFD.
 - The monthly trainings have been focused on scenarios so that team members are working with the equipment.
 - Some of the team members will be attending the annual Hazmat Symposium in Ames on October 24th & 25th.

Johnson County Homeland Security & Emergency Management Agency

Dave C. Wilson, IA-CEM

Coordinator/Director



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- The team now has the capability to send real time data through a wireless network with our RAE Systems monitors. This is a new feature that will be very beneficial on hazmat incidents.
7. Local Emergency Planning Commission (LEPC) report / Possible Tier II & EHS Fee Ordinance
 - The LEPC met on September 24th, 2013 at 10 AM. Dave Wilson was nominated for LEPC Chair replacing Dave Stannard and Tricia Kitzmann with Johnson County Public Health was nominated for Vice-Chair replacing B.J. Dvorak.
 - The next meeting will be on March 18th, 2014 at 10 AM at the JECC.
 - Wilson spoke about the proposed Tier II/EHS fee ordinance for the county. This would likely help to reduce the amount of TIER II/EHS chemicals that each of the 86 facilities in Johnson County are storing and it would also eliminate the .50 per capita from the tax payers. Both the Board of Supervisors and the EMA Commission are in favor of this. It was discussed at the LEPC meeting yesterday as well.
 - A motion was made to continue moving forward with recommendations. Motion by Hruby, Second by Morris, All Ayes-Approved.
 8. Hazard Mitigation Grant Planning (HMGP) report (ECI COG Planner invited)
 - The project is 60 % complete and moving along well. A progress report was included in the commission packet.
 9. Planner report: Hazardous Materials Emergency Planning (HMEP) grant, other updates
 - The Mass Care, Resource Support, Public Health and Hazmat plan updates for the FFY have been submitted to the State for approval. Also, the Mitigation Plan Part B and Recovery Plan Part C were also submitted for approval.
 - We will be updating Search and Rescue, Ag, Energy and Hazmat plans for the upcoming FFY.
 - We are receiving \$2,275.79 in training funds from the FFY 14 Hazardous Materials Emergency Preparedness Grant to send 4 people to the Hazmat Tech school in Lansing, MI. There was a 6.26% decrease in the award amount due to sequestration and other budget priorities.
 10. JECC, E911 & Statewide Communications report(s) (STR Trailer) E911 Surcharge law change
 - Tom Jones will be working with the consultant from Elert and Associates to bring back a request for proposal to be submitted for the ongoing maintenance contract for the network so potentially the Policy Board could vote on it in time for the next fiscal year.
 - The state-wide levy leveled out to a dollar a year for wireless and wire line that took effect July 1st, 2013.
 - One of three state-wide communications trailers will be housed at the JECC and will be here for the October Commission meeting.
 11. Coordinator report: Status of April FEMA Declaration, Status of May/June FEMA Declaration, FFY13 Emergency Management Performance Grant (EMPG), EMPG Grant Cap, status reports: DHS funded courses: *February 25 & 26 Medical Management of Weapons of Mass Destruction Events, March 24th & 25th Medical Preparedness & Response to Bombing Incidents, April 8th – 10th Wide Area Search, May 6 & 7 Threat & Risk Assessment, June 3 & 4 Enhanced Threat & Risk Assessment.*
 - The April FEMA Declaration is signed and has been closed out. We have received the federal share from it already. Total amount submitted and approved was \$7,404.21 we will get everything except for 15% local match which was matched in volunteer hours. We are still owed \$1,851.05 from the State.
 - For the May/June FEMA Declaration we had expended \$138,522.93 which we want broken up into 5 small projects by the State and FEMA not 1 Large project as proposed by FEMA. We can probably expect to receive that funding around the April/May timeframe.
 - The FFY13 Emergency Management Performance Grant was closed out and paid to us. A directive was sent out from headquarters stating that all performance grants need to be finished by the end of the FFY we have always complied with this.
 - There are five DHS funded courses that will be hosted here in 2014 starting in February and ending in May.

Dave C Wilson – Coordinator



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12. United Way of Johnson County Subcontract Claim to get FEMA reimbursement
 - Motion to make United Way of Johnson County a subcontractor to receive FEMA reimbursements. Motion by Pulkrabek, Second by Rettig, All Ayes-Approved. Claim should be just under \$8,000.00
13. Other or new business:
 - EMA is working with the County to put rock behind the JECC building to store our public safety equipment trailers. Dave is also working with other public safety agencies about housing the Dive Team boat and trailer.
14. Consensus item: monthly financial report
 - The fiscal year to date revenue is \$186,674.06.
 - 5% of the budget is expended for the current fiscal year.
 - Our cash disaster fund balance is low right now due to awaiting reimbursement from FEMA and the State for the two end of FY13 disasters. Cash balance is presently \$50,883.76 Normally we have about \$150,000.00 on hand.
 - The bill from Big 10 Towing was to move a shipping container to North Liberty Public Works.
 - Motion to accept monthly financial report. Motion, by Morris, Second by Payne, All Ayes-Approved.
15. Adjourn; Motion by Morris, second by Hruby. All Ayes-Approved.