



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

E-mail: [dave.wilson@jecc-ema.org](mailto:dave.wilson@jecc-ema.org)

October 5th, 2011

The Johnson County Emergency Management Commission met in regular session on Wednesday, the 28<sup>th</sup> of September, 2011 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. Agenda is posted at least 24 hrs in advance of all meetings both on the JECC-EMA Website, the Johnson County Websites and at the Public Entrance to the JECC Building.

### September 28<sup>th</sup>, 2011 Johnson County EMA Commission Meeting Minutes

In attendance were: Dave Stannard- Coralville Fire Chief- Coralville Rep.  
Mike Wright- Iowa City Councilman  
Don Saxton- Oxford Mayor (Commission Chair)  
Lonny Pulkrabek- Johnson County Sheriff  
Scott Grabe- Swisher Mayor  
Luke Hruby- Tiffin Representative  
Louise From- University Heights Mayor  
Dave Wilson- EMA Coordinator  
B.J. Dvorak- EMA Plans Officer

1. Call to order by chairperson at 7:00 p.m.
2. Toured the new R-52 truck.
3. Amend, correct or approve previous meeting minutes or this agenda.
  - Motion to accept previous meeting minutes as drafted, by Scott, Second by Mike, All Ayes-Approved.
4. Comments from the Public.
  - No comments from the public in attendance.
5. Topics from the Commission.
  - No topics from the commission.
6. Communications Center Updates.
  - There was a lightning strike in the area that got into the ground water back in July that created a trifecta. 2 of the microwave dishes at the JECC and Frytown tower locations did not have ground wires or stiffeners on them. There was also a mux rack that fried 6 cards and was not grounded but should have been grounded. Harris paid for most of the repairs related to this incident. The JECC had to pay for the DC power supplies. All items were corrected by Harris at their cost so this won't happen again.
  - Dave and Lonny met with Black Hawk County to discuss how we have our communication center is structured and funded.
  - Dave was asked by the Iowa State Interoperability Board to sit on the Technical Review Committee for the Statewide 700 MHz System to examine the RFIs from vendors.
7. Haz Mat Team Report – Discussion on “I am responding” tool.
  - ICFD Battalion Chief Brian Platz is the new JC Hazmat Team leader. He replaced Ken Brown who is now retired.
  - A new executive board was elected at the September hazmat meeting.
  - Rules and regulations will be getting updated and budget expenses are being prioritized.
  - Will be looking at forecasting long term budget items in the near future.

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



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- We are looking into purchasing “I am responding” software for the team.
  - Responded to a railcar incident at the Iowa Interstate Rail yard in Iowa City on September 22<sup>nd</sup>. No leaks were found.
8. Planner Report.
- Received approval letters from State for DAEC functional EOC exercise and NDMS EOC full scale exercise.
  - Received approval letter from State for completing updates on Base plan, ESF 1, ESF 2 and ESF 3.
  - The University of Iowa has paid their hazmat incident bill.
  - Ryan West taught a grant funded hazmat refresher class for University Heights PD.
  - JC LEPC & ONEOK received awards from EPA Region 7 for outstanding efforts in emergency planning.
  - We will be hosting a functional EOC exercise with IMCC on September 27<sup>th</sup>.
  - Next LEPC meeting will be on October 17<sup>th</sup> at 10:00 at JECC.
9. Coordinator Report. HMGP Planning and Projects grants, Conference, Exercise, EMPG, MRC unit, RACES unit, DAEC, LOA’s. R52.
- We applied for HMGP grant to receive funding for 6 outdoor warning sirens and also back-up power generation for the JC Seats/Sec. Roads building, courthouse, county administration building and Health & Human Services building. The grant is based on a 75% federal share, 10% state and 15% local share match.
  - Our planning grant will be a multi-jurisdictional mitigation plan which will be the first ever. We will start having meetings on it in October. Hilary Copeland from ECICOG will be writing the plan.
  - There will be an International Association of Emergency Managers conference in Las Vegas this year. Motion was made for Dave to attend the conference. Motion by Scott, Second by Louise, All Ayes-Approved.
  - We have met and exceeded our exercise requirements for this year for EMPG compliance.
  - The first half of our EMPG funds in the amount of \$19,500.00 will be here soon, per the state. It was due in June. The second half of \$19,500.00 will come later this month also.
  - The MRC Unit is up and running. Art Abrams has replace Chad Bird as the MRC Coordinator. We have been working on recruiting and also applied for another \$5,000.00 grant like we got from last year.
  - The RACES Unit is up and going. There have been some internal conflicts but for the most part they have been resolved through a meeting with a State ARES liaison, the ARES group and its local leader.
  - We will be having a FEMA evaluated DAEC exercise on May 3<sup>rd</sup>, 2012. The FEMA evaluated exercises take place every 6 years.
  - We updated some DAEC letters of agreement with Lone Tree FD, JC Hazmat Team, JECC and the JC Fairboard.
  - The VA Decon trailer will be stored here at JECC by EMA for use in incidents as needed through an MOU with VA Hospital.
10. Longevity.
- A motion was made to continue longevity for this year and then go away from it and to then only use the merit system the way it is intended to be used by the County HR department. Motion by Scott, Second by Dave Stannard, All Ayes- Approved.
11. Monthly Financial Report.
- The final installment has been made to Alexis Fire Equipment for the second half payment on R-52.
  - Motion to accept the report. Motion by Mike, Second by Luke, All Ayes-Approved.
12. Adjourn.
- Motion to Adjourn. Motion, by Scott Second by Mike, All Ayes-Approved.