



4529 Melrose Avenue

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**September 28, 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 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,
2. Roll call via Conference Call of Commission members:  
Present via Conference Call were **Brian Wayson** - North Liberty Councilperson & Commission member  
Orey Schwitzer - Coralville Fire Chief & Commission alternate, **Heather Johnson** – Oxford Mayor & Commission member, **Eric Schnedler** – Tiffin Councilperson and Commission member/alternate, **Matt Zadow** - Lone Tree Council & Commission Member
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
  - ✓ Motion by Brad Kunkel, second by Heather Johnson, all ayes and motion carried to accept consent agenda, minutes as listed.
4. Comments or topics from the public: None
5. Topics from the Commission: None
6. Director Report:

**Directors Report for September 2023**

- Memorial Day weekend (5/28) saw a building collapse in Scott County and the deployment of our 26 Ft. Refrigeration Truck for a week to that incident. UIHC Med 1 was dispatched as well but later cancelled for the amputation of a trapped victim. This was handled instead by a local Unity Point Orthopedic Surgeon and MedForce. I provided some virtual support to Scott County EMA for Salamander system use and other technical advice/consulting during the event. Around 7 PM the 28<sup>th</sup> Tom Trump and Travis took the truck over and arrived prior to the State US&R taskforce just before 10 pm at the request of SCEMA.
- Due to existing commitments locally, we were unable to assist SCEMA onsite through the rest of the response. The final recovery was completed on 6/5/23 by IATF-1 in the overnight hours. In total 3 male fatalities were recovered on June 3<sup>rd</sup>, 4<sup>th</sup> & 5<sup>th</sup> by IATF-1. Local rescuers who recovered trapped survivors on the 28<sup>th</sup> & 29<sup>th</sup> of May and pets on the 28<sup>th</sup> – 29<sup>th</sup> and 30<sup>th</sup>.
- On June 6<sup>th</sup> I had some medical leave for a second neck surgery for two additional herniated discs, ten years after my previous surgery.
- Agency equipment was deployed for Mississippi River flooding to Clinton, Scott & Des Moines Counties for most of May and into mid-June. Most of it was pumps and bagging equipment machines. Recently those Counties were notified they will be eligible for Stafford Act Public Assistance Grant funding, therefore invoices for used items will be sent to them for their claims to FEMA.

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

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- June and July were heavy on logistical support locally as well as in-house classes and plan updates.
- EMA equipment was utilized in Swisher, Solon, Oxford, Coralville, Iowa City, Hills, Lone Tree, Tiffin, and in the rural parts of the County as well as on Campus. Actually, every town except University Heights and Shueyville utilized EMA Commission equipment this summer for special events between May and September. Often for more than one event. Iowa County, Scott County, Clinton, and Des Moines Counties.
- Also used our equipment for responses and exercises/events and we have a Generator we house for HSEMD headed to Iowa County in two weeks for a rural water exercise in Amana.
- Josh at Iowa County has been working with response agencies on C6Zero reimbursements. Have your fire agencies check with Iowa County EMA if they have not been reimbursed from December 2022 claims.
- RAGBRAI was obviously a huge event and we are supporting the 7 Iowa Home Football games this year post covid again.
- Solon was provided a grant funded message board just prior to Beef Days and now houses a light set as well as a new message board.
- We retro fitted a light set with an IP based camera and another light tower had to go in for repairs.
- A kneeling trailer was grant funded and arrived at Iowa City Public Works and is stationed with them.
- We used two sets of HSEMD owned Meridian Archer 1200 car barriers from Jones & Washington Counties for RAGBRAI in Coralville and will be the fiscal agent for a \$200K grant this FY that will fund additional light towers and vehicle barriers. This is being done in exchange for our agency/commission being the home to one of each of those assets. This will bring to 9 the number of generator light towers we have.
- Boat 2, damage in the search for Mr. Martinez in March was finally repaired in late August 2023 and insurance paid most of the damage and wrote a check to Mid River Marina for \$4,076.30 and our deductible in addition to that amount was another \$1,000.00 – (\$5,076.30) total cost. That was an expensive response in the way of boat damage to the three boats we house with JCSO. Each had destroyed prop guards, props (multiple) a bent lower unit on one engine, sand in the all motors, and misc. other parts repaired/replaced. One boat was down all summer awaiting parts (boat 2).
- Recently we were advised that Sturgis boat ramp in Iowa City which is south of the roller dam will be down for a complete renovation for nearly a year, making river calls even more challenging below the dam. The near record low water on the Iowa river has also made things challenging over the summer with a couple of water recoveries on the river in Iowa City where responders had to use suits and banana boats for recoveries.
- The Sheriff recently notified both Coralville and Iowa City, that water calls in those cities' jurisdictions are now being transitioned to them and their respective law and fire agencies. JCSO & JCEMA will assist as needed / requested. One of the two boats at CFD is an EMA boat. ICFD owns its own boat. I would expect we will see a substantial reduction in boat damage claims to our agency. That stretch of river below the Burlington street dam has always caused the most boat damage claims to EMA boats over the years.

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- We had an additional double fatal drowning this summer on Lake MacBride and it went pretty well. No boats were damaged. Both bodies were recovered with the use of the Mega 360 Side Scan sonar and the dive team the afternoon/early evening of the incident. We upgraded the second boat at JCSO to panoptic and mega 360 and added a side scan like the EMA boat at NLFDD has to the boat at Solon FD. This will basically enhance side scan sonar capability significantly amongst the Dive boat, Solon, North Liberty and Boats 1 & 2 that we keep at JCSO. All these are EMA owned boats. This will put more capability on station on large bodies of water faster to accomplish search area marking of targets much more efficiently.
- We are doing a table top the first week of October on rural drowning calls with Solon and North Liberty FDs, and some other key agencies for Lake MacBride and the Coralville Lake calls.
- We are dealing with some end of the season boat and vehicle maintenance issues including a bird nesting incident with the 26ft. truck.
- I will be asking approval to sell the Tiffin boat and replace it with an inflatable banana boat for TFD & OFD response. Those two agencies would be best served by Mustang suits which they have and this type of boat and selling the Tiffin boat would allow us to purchase three banana boats at \$2k each. One to replace the old NLFDD unit, one for TFD and one for OFD. This would be an offsetting sale (likely still with revenue). Our last boat sold for \$5,100.00 in 2021.
- The majority of the summer was exceedingly busy for the agency. For a non-flood/non-disaster summer, plan updates, training hosted in house, and special events kept things much busier than normal. Summer really flew by out here. We completed all HSEMD required updates and submissions to HSEMD by 8/1/23 and those were for ESFs #10, 11, 12 & 14 plans. If you do not have access to the online plans link send Travis an email for that. We only print hard copies for the EOC binders due to costs and frequency of updates.
- Additionally, we touched and revised several other plans over what was required by HSEMD.
- About a week ago we took delivery of a contractor completed and grant funded, “commodity flow study” this study looks at hazmat products transported through the county by all transportation methods. The plan is updated about every 5-7 years and is part of both ESF-10, ESF-1 and our FEMA Mitigation plans. If you want a copy of that plan which was emailed out, and you did not get it, please email Travis for a copy. It is confidential and subject to the critical infrastructure plans exemption of the Iowa open records laws.
- Tonight, I will ask the Commission to approve the low bid from Two Rivers Emergency Planning for our 5-year update of the Countywide FEMA Multi-Jurisdictional Hazard Mitigation Plan. The bid of \$27K is substantially lower than the three others that HSEMD provided us on the master service contracts. We will be able to fund most of it (all but about 15%) using federal grant funds (HMGP Planning Grant). This and several other grant awards will need to be amended into the present FY24 budget at some point this fiscal year, likely in the last quarter of the current fiscal year. The performance period will start 11-1-23 and end 12-20-24 with submission needed following local adoptions in November and December of 2024 so FEMA can review and approve that adopted completed project. Two Rivers did our last plan as well. Other higher bids are: \$58,750 JEO Consulting, \$44,460 Witt/O’Brien Consulting, and \$44,370 WSP Consulting.
- We continue to host several multi day classes in house for both Iowa City Fire, EMA and 911 staff and did a few incident debriefings over the summer and this week.

**Dave C Wilson – Coordinator / Agency Director**

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- We responded to the 131-puppy mill incident during the heatwave with IC Animal Services, Coralville and others and used a refer truck on that for both responder rehab and animal transport as well as items off the Region 6 animal shelter trailer and cache that is house with the Iowa City Animal Services agency.
- During the last day of that course which was a heatwave, we were notified by the grid provider MISO that a rolling blackout on the MISO grid was likely that day.
- Fortunately, it was avoided by buying additional power from other grids and voluntary and power reduction shedding programs but it was the first time we had seen that in 17 years. A energy response course was underway that day and several in the course also had never seen this for our region and it was a serious event I think most did not understand the gravity of when it we sent out the heads up on it.
- Travis and I both were completed and were awarded our TEEEX Certificates in the Infrastructure Disaster Management Certificate Program they run.
- At the July IEMA legislative meeting in Dallas County, I became the first of only two Iowa Emergency Managers to obtain my Iowa Advanced Emergency Managers Certification. Josh from Jasper County and myself are now the charter plank holders of this level which was an honor. The new level was created in 2022 by Iowa HSEMD and the State EMA Association. It has a number of educational, extracurricular, strategic planning, and experience requirements. Both Josh and I applied and met the criteria and were awarded that level.
- We are still awaiting parts for the upfit of the 2023 Tahoe and Keltech was the low bidder over Greybill Communications. Karl Chevrolet was a no bid as they are backed up and two other vendors did not meet the specs to bid. Most of that is being EMPG grant funded and we are awaiting reimbursements from HSEMD. Consensus to proceed with Keltech as the low bid for upfit.
- Travis attended the Vigilant Guard Tabletop exercise in August for me so I could take a week vacation.
- Our ICS 400 is full and is held locally in October here in the EOC.
- The EMA legislative change failed to get to a floor vote and is dead until the next legislative session reconvenes in January and was re-written to “the last know agreed upon language that we were able to all live with. It is in the packet tonight as we expect it to be proposed in January. If it proceeds without a bad amendment being added it is our hope it would pass and take the strain off local budgets removing the JECC and EMA budget taxes from general basic and general supplemental and into the Commission funding stream. This would create space for departments in the County budgeting.
- 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. A second reunification drill was held the first month of the return to school as well as a radio drill and another radio drill is being held this Friday.
- CRFD had the dive team come attempt recovery of two vehicles and a house boat. All were silted in too much to be recovered.
- The Dive team 28E update is being sent through Cedar Rapids Council and is expected back soon. A copy is in your packets for participant municipalities to approve at an upcoming meeting so we can get these updates signed.

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- The last car in the water call that the dive team responded too was paid for by the insurance company and the team has 12 members now and all are fully trained in all but ice diving. We have about 6 needing to travel to Wisconsin this winter to get ice diver certified as we presently do not have enough to do a safe ice dive, consensus was to send members to Wisconsin for Ice Dive training by Commission.
- We had a severe weather event during RAGBRAI and at the second Iowa home game that both caused evacuations. At RAGBRAI it was cancellation of the band Bush and tent and light structure damage and sirens went off. Same night as Swisher fun days. No fatalities and only minor injuries from that event in Coralville. At the first Home Hawkeye game we deployed the Drash 2XB tent and 3.5-ton HVAC for cooling operations. The game had lots of med calls but all stated it would have been worse without the tent. They want to use it again as needed in upcoming years. The second home game saw the team evacuated from the field for 30 minutes while a lightning trigger went off within the 8-mile ring of Kinnick. All went fine.
- We had to skip the September outdoor siren test due to threatening skies but all sirens worked and were repaired for the previous tests and worked fine in July. We also took over electric bills for a total of 3 of the rural sirens that require electric. The one at the Coralville Lake by the ranger station the USACE will continue to pay for and we have had no response from Cosgrove Institute on taking over that bill but the offer still stands for them.
- 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. Commission needs to determine a course: Options are: creating consensus on County owned land next to JECC and build. Purchase land and build or either do a long-term lease or a build to suit lease for space. I included a proposal for a build to suit in the packet tonight to spur discussion.
- Anything requiring bonding presently would require board of supervisors buy in as would the property adjacent to JECC as the Commission does not have bonding powers.
- Leasing is an operational cost though not the best for tax payers.
- Awaiting the legislative session and any changes to code allow for set aside funds for purchase and build or lease to own options but that is pending legislative action this session in Des Moines.
- Still no update from Billion Chevy on the 1-ton truck but the order at Karl Chevy was again cancelled for it. Current ETA from Billion is end of October 2023.
- The recovery has progressed well and United Way has been leading the COAD in frequent meetings and partner agencies.
- We did a September preparedness event at the Coralville Library with United Way, Community, JCAS, JCPH as well as HACAP and others.
- The Bomb team had a few calls but nothing significant.
- The Drone team was sporadically busy over the summer. The M210 is going end of life and proposed to be replaced by the M300 from Montgomery County for \$16K as they moved to a M30T and are downsizing to 1 drone due to lack of operators. Consensus was to move forward with that acquisition and replacement for the drone we keep at CFD and move the M210 to either auction or JMFD if they will maintain it.
- Travis and I have had some trainings and meetings in Polk and Story County this past month and this week as well.

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## 7. Deputy Director Report for September 2023

- HAZMAT –
  - Monthly trainings continue
  - 2 Call outs since last meeting
  - Working on solutions to reduce ops level calls to Cedar County. Equipment and training initiative in the works and sharing aged equipment from hazmat trailer we are looking to decommission.
  - Completed radiological devices annual calibration at ISU hazmat & bomb gear needs annual calibrations.
  - CST Training at Kinnick in July, CST exercise and Rad sampling Training in August. (Travis & Dave as well as Bomb & Hazmat attended). IDPH Rad Division charging an annual fee for X Ray units all bomb teams have. Not wanting to waive it and denied our request Dave wrote for exemption. New Chief Patricia R.
- ARES –
  - Monthly meetings continue under new EC and team lead Mike Jesse.
  - Possible DMR repeater gap and ongoing hands on training are top of priority list.
- CERT –
  - Recruitment efforts ongoing
  - Trailer inventory/training likely to occur in October.
  - Regina CERT met 9/26.
- LEPC –
  - Spring meeting held on 6/21/2023
  - ICFD Chief Scott Lyon voted in as LEPC Chair and myself as Vice Chair
- Healthcare Coalition (Service Area 5)
  - In person meeting held at our location only 1 of a few face-to-face meetings since COVID.
  - Updated collation website <https://5.prepareiowa.org/> rolled out. IDPH BEMS uncooperative in email list – DW.
- COVID19
  - Waiting for Feds to approve last remaining claim. It is going through a review. Once that is closed, we can complete our CAT Z 5% admin claim to close out COVID 19 grant.
- Long Term Care facilities Quality Committee – Took summer months off. Meetings are resuming in October.
- Project Lifesaver
  - Serving 5 Clients at this time.
  - Search Training this fall with our team.
- ALICE Training – NLPD offering a new instructor class
  - Continue to sit in on free monthly webinars with company president to keep current and up to date on topics.

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- Public Education/Outreach
  - Participated in Emergency Youth Services Camp in July. Instructed youth on Wide Area Search and Rescue.
  - Worked Kid's Day at the fair
- Updates on Grants and UEI numbers to be provided during the meeting.
  - HMEP 22 – CFS (Commodity Flow Study) was completed and shared. Claim being submitted as soon as proof of payment is received. Grant Funded. Need to amend into present budget the rev & expense.
  - HSGP 22 – Air tow trailer was received and billed out. All HSGP 22 dollars have been received.
  - EMPG 23 – Tahoe and Message Board claims have been submitted. Awaiting payout. Tahoe Upfit will be last to be filed for the is grant once that is completed. Upfit 22K and a new cabinet for it. Nothing moved over from the 2015 as some items in the 2015 are from the 2007 Suburban already and quite old.
  - HMEP 23 – NOI and Application submitted for \$5,000 to support Tech training. Award amount for Johnson County LEPC lowered, adjusted to \$2,917.97 needs amended into budget for rev & expense.
  - HSGP 23 – NOI and Application submitted for \$113,000. Approved items to be funded are the, Foam Trailer and River Boom the Incident Response Trailer was asked to be removed by the state.
  - Another \$200K project is in Dave's report and both need amended in for revenue and expense
  - HMGP – Mitigation grant in Dave's report. Will be around \$27K with a 15% local cash match required and will need to amend in the rev & expense over this year but final will happen in the FY25 budget and can be accounted for in the new budget.
- Worked RAGBRAI planning, logistics and event management with Dave.
- Participated in the UI Football annual TTX – focus on a fire emergency inside the stadium.
- Participated in multi-day state wide IANG Vigilant Guard Exercise in Johnston.
- Our agency hosted ICS 300 in August and ICS 400 in October here and full.
- Participated in a Pipeline and Storage TTX at ONEOK and our pipeline annual training and exercise is coming in October to Iowa City. Dave & I are attending as are 1-2 dispatch supervisors.
- Travis and Dave attended our agency hosted MGT - 345 from TEEEX – completing the series and receiving we both completed our Disaster Infrastructure Certificate from TEEEX.
- Travis and Dave participated in ICCSD reunification exercise at the fairgrounds
- Attend UW campaign kickoff as a show of support for one of our important partners in the community.
- Assisted Oaknoll with an Active Shooter Preparedness Walkthrough as they look for key improvement opportunities and creation of a policy
- Travis and Dave attended the annual Don Hampton Conference and award ceremony. We had nominated one of our volunteers for the individual award however they were not chosen this year. Patti Fields has moved on from that organization.
- Travis and Dave attended the IADOT IM conference in Ames this week on Tuesday and attend several trainings throughout the day.

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- We will be taking on an AmeriCorps member at Quarter/.25 time beginning October 1. This is being funded via a grant under the College of Public Health specific to the Disaster PrepWise program I have shared/talked about over the year. Part of that time will need to be designated to PrepWise Outreach form them while working under our agency, however, they will also be able to assist with other EMA tasks and projects, much like an intern.
  - Logistical assists and normal clerical duties completed over the summer.
8. Old Business: EOC upgrade AV project – delayed parts are in and expect work to be completed in October, storage building options – Dave Wilson and Tim Kemp to get ideas and options together to present to BOS as they have the bonding authority, vehicle(s) upfit and graphics on 2023 Tahoe – still delayed for upfit but graphics done with low bid of Hollywood Graphics in Iowa City and is complete. The 1-ton truck is delayed with no VIN number assigned. Discuss the outstanding grants/revenues for those (EMPG) for them, mitigation plan action tonight:
9. New Business: 28E update for dive team adding new member entities – county attorney approved, damage to message board #6, approved to handle with Premier Auto and Progressive Insurance post football season.
10. Insurance company to pay that claim to vendor direct. No impact to ema budget as the at fault motorcycle rider has his insurance company covering the cost. Request to auction of EMA boat #8 assigned to TFD and plan to replace with inflatable rapid deployment boats using those funds from auction of that boat. Action on HMGP grant for updating the FEMA multi-jurisdictional hazard mitigation plan due end of 2024. Recommend awarding to contractor for low bid of \$27,000.00 to Two Rivers consulting. Acceptance of completed commodity flow study (federal HMEP grant funded). Direction/Consent Other Business: ICAP claim for damage to lower unit of boat #1 from Iowa River Search in April is being processed. Dave shared that he and Mayor Foster participated in a United Way an after-action discussion regarding the tornado response as it related to Kirkwood Elementary and a few other topics. The event went well but some folks did not understand the processes or their roles/lack of roles, in direct support to the event. Hopefully the new orientation packet Dave created will help to assist with this in the future.
11. Action items are below:
- Approval to auction boat and buy two banana boats-
    - A. Motion by Louise From, Second by Brian Wayson, All Ayes
  - Accept Low Bid from Two Rivers to complete Hazard Mitigation Plan
    - A. Motion by Brain Wayson, Second by Matt Zadow, All Ayes
  - Accept the completed commodity flow study
    - A. Motion by Brad Kunkel, Louise From, All Ayes
  - Approve Chair to sign two CAAFS for HSGP grants worth over \$300K
    - A. Motion by Louise From, Second by Brain Wayson, All Ayes
12. Next Meeting Date: October 26, 2023 at 5:30
13. Motion to Adjourn by Louise From: 2<sup>nd</sup> by Brad Kunkel: All Ayes Meeting adjourned at: 6:11pm.

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