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October 31st, 2012

The Johnson County Emergency Management Commission met in regular session on Wednesday, the 24<sup>th</sup> of October, 2012 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.

### October 24<sup>th</sup> 2012 Johnson County EMA Commission Meeting Minutes

In attendance were: Tim Kemp- Hills Mayor  
Roger Jensen- Iowa City Alternate  
Don Saxton- Oxford Mayor (Commission Chair)  
Lonny Pulkrabek- Johnson County Sheriff (by phone)  
Tim Mason- Swisher Mayor  
Luke Hruby- Tiffin Representative (by phone)  
Louise From- University Heights Mayor  
Dave Wilson- EMA Coordinator

Guests were: Brian Platz- ICFD and Johnson County Hazmat

1. Motion to amend or accept the present agenda.
  - Motion to accept the agenda as drafted, motion to accept by Tim Kemp, Second by Louise, All Ayes-Approved.
2. Motion to amend or accept the meeting minutes from the September meeting.
  - Motion to accept previous meeting minutes from September as drafted, by Tim Mason, Second by Louise, All Ayes-Approved.
3. Comments or topics from the public.
  - No comments or topics from the public in attendance.
4. Comments or topics from the commission.
  - No comments or topics from the commission.
5. Haz Mat &LEPC report(s).
  - Dave is halfway done with briefing the city councils on raising the hazmat levy from .25 to .50. He said they have been going well.
  - Lt. Tina McDermott received the Hazmat Technician of the Year award at this year's Hazmat Symposium.
  - E-board nominations will take place at the November hazmat meeting as Tina McDermott and Dan Reade's positions are up.
  - Lt. Tina McDermott will be leaving Station 2 on January 1<sup>st</sup> and moving to Station 1.
  - Yearly recertification testing will be taking place in December.
  - Some language will be added to the hazmat team bylaws regarding responsibilities of pagers once it is voted on by the team.
  - October training was on Hazmat IQ.
6. Planner report.
  - B.J. is attending the All-Hazards Logistics Section Chief class in Des Moines this week.
  - Working on updating the ESF 6 plan.
  - The LEPC met on October 2<sup>nd</sup> at the JECC. The next meeting will be on March 5<sup>th</sup>, 2013.

**Johnson County Homeland Security & Emergency Management Agency**

**Dave C. Wilson, IA-CEM**

**Coordinator/Director**



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- We have been approved to host an HMEP grant funded CAMEO class that will be held on March 13<sup>th</sup>-15<sup>th</sup>. A course flyer on how to register will be emailed out in the next week.
- 7. JECC report.
  - The JECC is getting ready to go into the budget workshop time of year, they are now fully staffed with 5 in training.
- 8. EMA Coordinator report.
  - The catastrophic dam failure exercise with the Army Corps of Engineers took place on October 4<sup>th</sup> in the EOC.
  - We have been working on plan reviews for ESF-6, 7, 8 and 9.
  - The Dive Team is taking their Public Safety Diver course over the weekend and equipment is in.
  - Chris Judge will be interning with EMA starting in December. He will be also joining the dive team as a volunteer, Chris is a former Navy SEAL and is working on his masters degree in Emergency Management.
  - The new bomb team truck is in from the Dept. of Public Safety and has been transferred to the Johnson County Mutual Metro Bomb Team. It is insured and maintained through EMA.
  - Have spent a considerable amount of time this month meeting with the councils on the EMA Commission bylaws and the change to the hazmat levy plus working on FY14 draft budget packet.
- 9. Discussion on changes to the EMPG grant from personnel to equipment.
  - The EMPG grant in the metro areas is going from being dollar for dollar match for time/personnel to more of what it was intended for which is for EMA improvement projects for capacity is building, as a grant. The current performance period started 10/1/2012 and ends 9/30/2013 for the Federal FY. The 10 largest counties are still capped at \$39,000. We are still lobbying to try and get cap removed. We are using this funding for projects to support the dive team for equipment and also to purchase a trailer mounted backup generator to use if a critical building would go down. Dave would propose we continue to use it for those two things. It does require a dollar for dollar match but that has never been a problem in the past years and we are just changing what the grant and the match is being used for. All agreed.
- 10. Discussion and action on proposed new draft bylaws for the EMA commission.
  - The new bylaws were reviewed by the Johnson County attorney Janet Lyness and the Iowa City attorney Eleanor Dilkes. They made some changes and these were sent out. There have been no other comments or changes. Motion to approve the new bylaws pending the grammatical changes that were made by Tim Kempf tonight. Motion by Tim Mason, Second by Roger Jensen, All Ayes-Approved.
- 11. Initial FY14 Budget discussion
  - Essentially the budget is once again pretty flat except for COLA and Merit increases. The total increase will be \$2,948.11 over last year's budget for the EMPG. An estimated change to wages/benefits was plugged in at 4%. Of which 2 % is for merit raise and 2% is for cost of living raise. Those numbers should be more firm around January once JC HR and the Auditor's office gets us benefits costs.
  - The Hazmat Team budget will be an increase but most of that will go towards the truck replacement fund. \$8,600.00 will go towards operations budget increase for the team.
- 12. Other business
  - No other business from the Commission.
- 13. Financial report
  - Revenue from the year to date is \$354,755.10.
  - Usfirst LLC was for porta potty rental for the IMCC exercise.
  - Cash balance on hand is \$158,814.55.
  - Motion to accept financial report. Motion by Tim Mason Second by Tim Kemp, All Ayes-Approved.
- 14. Adjourn
  - Motion to adjourn. Motion, by Roger Second by Louise, All Ayes-Approved.

**Dave C Wilson – Coordinator**