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October 24, 2024 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, Tim Kemp Chairperson & Hills Mayor, Louise From (**Vice Chair**) & University Heights Mayor, Dave Wilson – EMA Agency Director/Coordinator, Travis Beckman – Deputy EMA Agency Director/Coordinator, Julie Persons – Swisher Mayor on site in person
2. Roll call via conference call of Commission members:
Present via conference call were: Bruce Teague – Iowa City Mayor, Orey Schwitzer– Coralville Alternate (Fire Chief), Jim Hennes – Oxford Alternate (Fire Chief), Randy Lamm – Johnson County Sheriff Alternate (Chief Deputy) Brian Wayson - North Liberty Councilperson, Matt Zadow – Lone Tree Councilperson.
Chairperson Kemp opened the meeting and determine a quorum of at least 7 commissioner members at 5:31 PM
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
 - C. Action on the current financial report

Motion by Julie Person, Second by Louise From, All Approved, motion carried.
4. Comments or topics from the public: **Dave took a call from a concerned citizen over possible Civil War post-election.**
5. Topics from the Commission: **None**
6. Director Report:
 - The new siren that has been on order since our May meeting, is in its final install state and will be tested the first Wednesday of November at 10 am. This unit is on Gable Avenue just south of the String Town Grocery.
 - We issued out two additional AEDs to JC Conservation. They also have “stop the bleed” kits and “soft stretchers” in them. One will go to Kent Park, in order to service areas not presently covered by prior AEDs we provided them. The other will go to the Sutliff Bridge area (the shop up there already has one but it is not a public one). These will be in an all-weather AED cabinet. We have one to provide them and JCAS is likely providing the other all-weather cabinet. Both of our AEDs we assigned out can-do pediatric patients as well as adults. Charlie Bray and Brad F. are handling those installs and will get them on Fiona’s AED map layer. Several of the ones that were assigned out in previous years were not put into any GIS layer by the various initiatives that lead those projects so we are playing catch up (countywide) on that layer being created.
 - We assisted with equipment for upcoming homecoming events, football and elections. There are only 2 remaining home games left which we physically cover. I have homecoming game and events this weekend and Travis has the Wisconsin game. We cover black Friday vs. Nebraska as a virtual coverage as we are not reimbursed our agency time and it falls on a holiday.
 - We had some meetings related to hazmat that Travis is covering in more detail in his report.
 - We will have to rent 2-3 large vehicle storage units this winter in the Tiffin interchange area to store the 26’ box truck, Hazmat 1 & the Communications Trailer. Scott County does not have space for it this fall and had to pass on a set of Archer Barriers for that same reason. We have a lead on two for sure that we can rent.
 - We have 2 additional Archer Barrier kits in town (one that ICPW went to grab from HSEMD) that will end up being in Waterloo (Black Hawk County is arranging to come get it after the elections on the 12th and the other is from Washington County and will go back to them around the same time. They are here for use during the Homecoming and other upcoming events.
 - We supplied the Elections staff with some equipment and will cover election night here at the EOC until 10 pm as we have logistics equipment out (Message Boards and Light Sets) at polling sites.
 - Friday we will deliver the Lone Tree shelter cart to them for the Wellness Center agreement we have with them.
 - The Morse siren repair was completed and tested and is back operational. Cost of the repairs was just under \$4K and not something we could tie back to an insurance claim event.

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- For old business: HMGP is wrapping up and expected to be in for local reviews in November and then to the State and FEMA Region 7 for comments/edits. Once back from FEMA it will need to be adopted by School Districts, the University, and all communities, the County, the Commission, and signed with a signed copy back to HSEMD. It will be good for 5 years from 2025-2030. Our present one expired in June 2024. Coralville is doing an NOI (Notice of Interest) for a grant and when the full application is in we will need to have our mitigation plan current (February 2025 estimated). Only when the full application is submitted and awarded must the Plan be current so the 7-month lapse should not be an issue per HSEMD.
- As Travis mentioned we participated as evaluators in a full-scale drill in Iowa County for a school shooting event as well as hosted the first of two repeat Rescue Taskforce courses at Hills Elementary. That site has been getting a lot of use by special teams as a training site and we thank the District, the City, and the neighboring businesses, all for putting up with the unusual activity in the area since August and continuing through late November.
- The Com Trailer has 36 new portable batteries funded by the State that are now in since we last met.
- Sadly, North Liberty was unable to arrange a workable agreement with Hy Vee to house a Megawatt size semi-trailer generator at NLPW so we are working on other options with Hy Vee to bring on to the area to stage.
- The County is rolling out a new software called "workday" that we will be somewhat involved in and I have been to a handful of meetings on.
- I did a security assessment with Major Lamm from JCSO at the County HHS & Administration buildings recently. The safety committee also did a demo of the Rave Panic button tool for use by them and a recommendation is forth coming to the County to move forward with that.
- We had tabletop exercises and annual pipeline refresher training for each of us these past few weeks, these are always evening events and required travel to Independence and Tipton. Turnout was good. We can claim exercise credit and continuing education on them.
- Final edits to the AAR from the Tiffin drill should be done early next week then that will be published.
- I had a guest lecture request at the U of I this week. Erin Jordan is now teaching a class at the U of I and asked me to come speak on crisis communications. I will also be doing my annual special events planning lecture there in the spring and they are planning once again to bring students here for a course on physical security and design mitigation strategies that Rick Fosse teaches.
- I worked with CCASD on getting them two additional grant funded radios for new sites they have. These are going to both be Motorola radios for various reasons and will work on the system just fine.
- The Weather Stem Camera for the relocated Lone Tree School site has been an issue since the move in May and is finally being resolved. We had a group meeting on it Friday and they are awaiting a couple of parts from Weather Stem that are due in any day now to fix the streaming issue for the live feed. The present view off that camera is not live and shows the water tower.
- The recent rescue taskforce training last Friday and Saturday had 21 participants. Another one from LSU is upcoming and the LE only course from LSU had to be cancelled due to low enrollment.
- 5 dive team members attended a light salvage class recently in Wisconsin and were certified. This brings to 9 the number of members (out of the team of 12) that have that level of training now. We were down on that skill set. They lifted a submerged small plan and floated it. We have one anticipated opening coming in January and a CFD paid member is taking his open water already and will be ready to fill that opening when it happens.
- The bomb team had a recent call out.
- The warranty repair for the Lone Tree inflatable boat is wrapping up and Travis will go get it and bring it back Friday.
- I am working with Eric and the Iowa DNR to teach the formal class to more VFD members that now looks like it will happen in the spring.
- This winter we plan to train 5-6 more diver in ice dive to be certified. This has been problematic finding ice suitable for the training locally in recent years and we are down to less than 6 certified ice divers out of the 12-person team.
- We are starting the 2025 updates and Bonnie Ruben and Two Rivers will be helping with those edits.
- Doug Boldt, the Tiffin City Administrator, and I are in final edits of the property agreement that is in the packet tonight. Tiffin legal is working on the property agreement and as of print time now it is still not finished with the attorneys. As soon as the agreement is ready for signatures (hopefully for the next meeting) we will have that as an action item to authorize the Chairperson to sign. Sadly, it is still being bounced back and forth but is close.
- After that I will be working with the County special projects manager on the RFP for the design build proposal and we hope to have that back for action no later than the end of January 2025 with a goal of starting construction summer of 2025.
- I have another active shooter table top exercise with NLPD, NLPD, and others, scheduled at the request of Chief Venenga the week of Thanksgiving at their agency.
- All special teams are doing monthly training and had calls since we last met.

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- The UTV for Lone Tree had graphics done recently and is with JCAS supporting football operations until November. The med bed is on order for it (backordered) so JMFD has allowed us to use one they had until ours is in. Once football concludes the med bed will go back to JMFD and the UTV to LTVFD.
 - The Lone Tree generator transfer switch part of the project is still coming in high and that is still being worked on.
 - I received no response from the County Fair board on the inside cellular BDA and weather station we proposed to install down there in exchange for an additional month of storage on our existing agreement.
 - The two FirstNet BDAs at Lone Tree and the two at Hill Crest Academy are all tested and functioning
 - Still looking for a shelter agreement for the Swisher/Shueyville area.
 - Starting heavier work on the EMA storage project and next steps with builders etc. for civil work. The next stages on that project continue as it was approved for bonding this FY25 by the County Board for not to exceed \$1.2 million.
7. Deputy Director Report:
- HAZMAT –
 - Training and E-Board meeting 10/10/24.
 - Approved three new (non-ICFD) members to the team.
 - River boom training has yet to happen. Will occur in Spring. Awaiting time for ICFD to pull the old to the dump so we can load the new. Looking for a ppt course in the mean time.
 - Looking for temporary space to house HM1 from 12/1/24 through possibly June 1 as Station 1 is remodeled.
 - 71st CST to host training it CRFD. JC HAZMAT and Bombe Team members invited to attend.
 - 1 Call out since last meeting.
 - ARES –
 - I missed their last meeting as I was at an exercise. I have asked them to prepare formal agendas for their meetings.
 - CERT –
 - No movement since last meeting except one new member from NL.
 - LEPC –
 - Pipeline TTX series is being officered. I attended in Independence, and Dave attended Tipton with LTVFD, CFD, WBFD & JCOM.
 - COAD –
 - Next meeting scheduled in November and to be held at JECC/EMA.
 - Healthcare Coalition (Service Area 5)
 - Continue to assist with the executive team duties and attend monthly meeting for that and sub-committees/workgroups.
 - Project Lifesaver
 - Serving 4 Clients at this time.
 - New eLearning is being rolled out to get this next group certified for PLI ESS.
 - Updates on Grants
 - Quarterly reports were submitted.
 - HMEP 22 –Project complete and in closeout.
 - EMPG 23 –. Project complete and in closeout.
 - HSGP 23 – River Boom purchased, obtained, billed and submitted for reimbursement. Attempting to line up county wide training. The new foam trailer remains on this grant as our next purchase.
 - HMGP – Phase 1 of Part 2 is complete and being billed. If you receive additional emails from Michael Morlan with TREM, please ensure someone from your municipality is responding in a timely manner, and completing all necessary tasks so that we can include you all in the plan without issues or concern of non-involvement. Please participate as requested. The State has a large amount of buyout funding available from a couple different grants.

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- TREM is completed an After-Action Report for the August 2nd Exercise. Final in-house edits being made.
 - Began 4th week of EMR Class this week
 - Participated in ALICE monthly webinar Series
 - Completed CPR Recert (thanks JCAS)
 - Participated in National Briefing on Baxter Medical Supplies post hurricane.
 - Dave and I assisted Iowa County EMA with a full-scale active shooter exercise at Iowa Valley Elementary.
 - We hosted and both attended ALERRT Integrated Responses Training at our office/Hills Elementary School.
8. Old Business: Update on HMGP grant status, Hazmat Team, Bomb Team, Dive Team, ALERRT Training and River boom training and trailer. Siren repair at Morse and install of new outdoor siren near String Town grocery store.
 9. New Business: Action on proposed purchase of state contract bid for a 2025 fleet year, 1-ton Chevy truck for agency and action to order a FY26 replacement Tahoe for the 2015 with over 175K on it.
 - 1 Ton Service Truck motion made by Julie Persons, second by Louise From, passed
 - Tahoe motion made by Louise From, second by Bruce Teague, passed
 10. Other Business: Winter storage (rental) for the Communications Trailer and 26' box truck being done at Mega Storage in Tiffin.
 11. Next Meeting Date: December 5, 2024 at 5:30 pm.
 12. **Meeting adjourned by Chairperson at: 5:57 pm**