



Johnson County Homeland Security & Emergency Management Agency
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Coordinator/Director

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March 31st, 2011

The Johnson County Emergency Management Commission met in **special** session on **Wednesday, the 30th of March, 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 Website and at the Public Entrance to the JECC Building.

In attendance were: Rod Sullivan- Board of Supervisors
Terrence Neuzil- Board of Supervisors Alternate
Orey Schwitzer- Coralville Alternate
Mike Wright- Iowa City Councilman
Don Saxton- Oxford Mayor (Commission Chair)
Steve Dolezal- Sheriff's Office Alternate
Scott Grabe- Swisher Mayor
Greg Morris- Solon Representative
Luke Hruby- Tiffin Representative
Louise From- University Heights Mayor
Dave Wilson- EMA Coordinator
B.J. Dvorak- EMA Plans Officer

Guests were: Roger Jensen- ICFD
Ken Brown- Johnson County Hazmat Team Leader & ICFD

March 30th, 2011 Johnson County EMA Commission Meeting Minutes

1. Call to order by chairperson at 7:00 p.m.
2. Amend, correct or approve previous meeting minutes or this agenda.
 - Motion to accept previous meeting minutes as drafted, by Greg, Second by Mike, All Ayes- Approved.
3. Comments from the Public.
 - No Comments from the Public in attendance.
4. Topics from the Commission.
 - No Topics from the Commission.
5. Communications Center Updates.
 - Still working on getting CAD software contract signed.
 - JECC union contract has been approved by the policy board.
 - Law enforcement migrated over to the new system.
6. Haz Mat Team Report and Updates.
 - March training was on Mercury monitoring.
 - April's training will be at the DAEC Walkthrough.
 - We will be conducting a training exercise with the 71st Civil Support Team at the JECC in August.

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7. Planner Report.
 - Heyl Trucking bill has not yet been paid by them. We are working with JC Attorney's Office on this.
 - Attended IMCC table top exercise with outside first responder agencies involving a chlorine spill incident.
 - Rail & Pipeline commodity flow study is now completed using funds from the HMEP Planning Grant.
 - LEPC met on March 22nd in the JIC Conference room. Next meeting will be in October.
 - The DAEC 2010 Annual letter of certification has been accepted.
 - DAEC walk through will be held on Thursday, April 21st. Please RSVP by Friday, April 15th if attending.
 - Weather spotter class was held on March 24th at the Coralville Public Library. 122 people were in attendance.
 - There are currently 28,858 numbers registered for Code Red in Johnson County.
 - FFY 12 HMEP Grant Pre-Application has been submitted to the State. We are asking to have 4 hazmat refresher classes and 1 Operations class. For planning, we have applied to have a hazard analysis completed.
8. Coordinator Report.
 - 8 hazmat radio interfaces has been purchased for the hazmat team.
 - Civil Air Patrol has approached the JECC about installing a repeater on the Fry town tower. It would provide JECC with some additional free radios. Civil Air Patrol would absorb all the costs. They will be talking with Gary about this to move forward.
 - Amateur radio repeater was installed on Friday and is operational.
 - We had lots of training classes in February. 2 ICS position specific courses and 2 ICS 400 courses were held at the JECC.
 - There will be an NDMS patient evacuation exercise in May involving the New Madrid Seismic Zone. The EOC will be in use for the exercise.
 - IMCC will have a functional and full scale exercise coming up this summer.
9. EMPG grant & federal governments continuing budget resolution impact on the grant.
 - The EMPG federal grant is being substantially impacted this year by a continuing resolution. We have everything completed for this but will have to wait between July 1 and September 30th to receive our funds.
10. Select 2 additional EMA commission members to work with the commission chair on the annual EMA Coordinators evaluation due prior to his June anniversary date.
 - Louise and Rod will work with Don on the annual EMA Coordinators evaluation.
 - EMA Commission will vote on authorization at next month's meeting.
11. Monthly Financial Report.
 - The R52 Hurst spreader was purchased on Hills Bank CC due to it being under GSA pricing.
 - Cash on hand as of 3-28-11 is \$223,864.00
 - Motion to accept the report. Motion by Greg, Second by Mike, All Ayes-Approved.
12. Adjourn.
 - Motion to Adjourn. Motion, by Greg Second by Rod, All Ayes-Approved.