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April 29th, 2011

The Johnson County Emergency Management Commission met in regular session on Wednesday, the 27th of April, 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.

In attendance were: Rod Sullivan- Board of Supervisors
Terrence Neuzil- Board of Supervisors Alternate
Mike Wright- Iowa City Councilman
Don Saxton- Oxford Mayor (Commission Chair)
Lonny Pulkrabek- Johnson County Sheriff
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
Gary Albrecht- JECC Director

April 27th, 2011 Johnson County EMA Commission Meeting Minutes

1. Call to order by chairperson at 7:02 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 Luke, All Ayes- Approved.
3. Comments from the Public.
 - No Comments from the Public in attendance.
4. Topics from the Commission.
 - Terrence will be the alternate Board of Supervisors Representative for tonight until Rod arrives.
 - Rod arrived at 7:12.
5. Communications Center Updates. (Gary Albrecht - JECC Director invited)
 - JECC union contract has been approved by the policy board.
 - CAD software contract has been signed as of last week's policy board meeting.
 - One of the dispatchers has resigned his position is being advertised/filled, another is off ill for a prolonged period of time, a restructured supervisory position is being advertised that changes on 7-1-11.
 - On Thursday, Friday and Saturday's from 3PM till 3AM, ICPD will be using Law Channel 3 by themselves due to it being very busy at those times.
6. Haz Mat Team Report.
 - 2 calls this month. #1 - Responded to a diesel leak on I-380 at the 9 mile marker on 4-1-11.
 - #2 - Responded to a chlorine incident at the Sleep Inn in North Liberty on 4-13-11.
 - April training was at the DAEC Walkthrough.
 - May training will be touring the UHL.

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



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7. Planner Report.
 - Heyl Trucking hazmat incident bill has been paid already from incident #1. Incident #2 bill has been sent.
 - DAEC Walk through on April 21st had 66 people in attendance.
 - FFY 12 HMEP Application has been submitted to the State.
 - Updating of ESF 10 Plan is underway.
8. Coordinator Report.
 - Annual required 20% plan updates are underway for Base plan, ESF 1, ESF 2 and ESF 3 as well as ESF 10.
 - On May 19th the EOC will be participating in an NDMS New Madrid Seismic Zone exercise involving patient evacuation.
 - On May 10th the EOC will be participating in a DAEC Simulation Cell exercise.
 - Dave attended the Iowa Statewide Interoperable Communications System Board meeting in Des Moines to give grant recipient presentation today.
9. County adopted COLA rate for upcoming FY and merit schedule.
 - Motion to set total raise (Merit & COLA) cap at 3% for this year due to economy was made by Mike Wright, Second by Greg, All Ayes-Approved. It is anticipated that next year we can hopefully return to the standard formulas for raises IF the economy improves.
 - Rod, Louise and Don completed EMA Coordinators Annual review and will present the draft to full EMA Commission at next month's meeting.
10. Monthly Financial Report.
 - Cash on hand as of 4-27-11 is \$253,783.00.
 - The Auditor's Office sent Moody's Investors Service a check from the EMA budget for \$75.00 by mistake. It should have been paid to Ryan West for teaching a hazmat class refresher class. The vendor codes were close numbers and got miss-keyed by the Auditor's staff. Moody's will be sending the County a refund check for the \$75.00.
 - Motion to accept the report. Motion by Greg, Second by Luke, All Ayes-Approved.
11. Adjourn.
 - Motion to Adjourn. Motion, by Greg Second by Luke, All Ayes-Approved.