



Johnson County Emergency Management Agency

Dave C. Wilson
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April 29, 2010

The Johnson County Emergency Management Commission met in regular session on Wednesday, the 28th of April, 2010 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 EMA Website and at the JECC Building entrance.

In attendance were: Terrence Neuzil- Board of Supervisors
Orey Switzer- Coralville Alternate
Roger Jensen- Iowa City Alternate
Mindy Scott- Lone Tree Representative
Donald Saxton- Oxford Mayor (Commission Chair)
Steve Dolezal- Sheriff's Office Alternate
Scott Grabe- Swisher Mayor
Greg Morris- Solon Representative
Luke Hruby- Tiffin Representative
Pat Yeggy- University Heights Councilperson
Dave Wilson- EMA Coordinator
B.J. Dvorak- EMA Plans Officer

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

April 2010 Johnson County EMA Commission Meeting Minutes

1. Call to order by chairperson at 7:00 p.m.
2. Amend or approve February meeting minutes.
 - Move to approve. Motion, by Greg Second by Luke, All Ayes-Approved.
3. Amend or approve March meeting minutes.
 - Move to approve. Motion, by Greg Second by Roger, All Ayes- Approved.
4. Comments from the Public.
 - No Comments from the Public in attendance.
5. Topics from the Commission.
 - No Topics from the Commission members.
6. Communications Center Updates.
 - The Executive Director of the JECC has resigned. Tom Jones is currently the interim Director per the 28E agreement. There will be action to replace the position as soon as possible.

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- The Sheriff's Office and ICPD will be utilized to help keep everything moving on track.
 - There have still been some issues with a neighboring property owner near the Industrial Park Tower Site but it seems to be resolving itself now.
7. Haz Mat Team Report or Updates.
 - We had a railcar incident response class on April 17th with 25 people in attendance including half of the Haz Mat Team.
 - For the May meeting the team will be attending the DAEC walk through on May 27th at the Johnson County Fairgrounds.
 8. R52 replacement project report and local finance option (close discussion on this) (solidify next timeline)
 - We're going to postpone purchase of the new R52 truck until the next fiscal year due to tight economic times and out of respect for a request from the Board of Supervisors to do so. We will not be seeking a short term loan to cover it and will instead postpone purchase for 1 FY with Delivery expected in September of 2011.
 9. R52 old chassis plan and action by the Commission.
 - Move to approve retaining the old R52 chassis for use as a trailer vehicle with primary use by the bomb squad and in exchange for EMA getting to sell the present Bomb Squad Truck at that time to offset any loss in trade in. Motion, by Greg and Second by Luke, All Ayes-Approved. Maintenance responsible agency to be determined later.
 10. Tornado siren narrow banding project report.
 - Project is complete. All the transceivers have been replaced and phase 1 tested twice in April. All worked as designed.
 - Phase 2 zone testing will occur once the building is occupied in July.
 11. Planner Report & Commodity flow study/contract. (LEPC HMEP Planning Grant Funded)
 - The Hazmat Commodity Flow Study is complete and was emailed out to everyone.
 - The FY11 HMEP Grant has been submitted to the State for both Planning and Training funds.
 - We still have \$1655.49 left from our FY10 HMEP grant that has to be used for Hazmat training classes by September 30th.
 - We received an approval letter from the State regarding the Hazmat Annex P plan being converted to the new ESF format.
 - 109 people attended the Weather Spotter class put on by the National Weather Service back on March 29th at the IC Public Library.
 - Submitted next year's HMEP Grant request for Training funds and for another Commodity Flow study but this one would be for Rail Cars.
 12. Coordinator Report and Pre Flood Contingency Planning.
 - Held ICS 300 and G191 courses this month in the EOC.
 - An ICS 400 course is scheduled for May 8th and 9th at the EOC.
 - The Preliminary Damage Assessment course that was scheduled for Tuesday, April 27th was postponed due to lack of numbers signed up. We will try to reschedule the class in the fall.
 - The new EOC Operations Plan has been rewritten and converted as well as the call out list.

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- The Siren activation policy is being updated for the July 1 opening of the JECC and new configuration of siren activation using the zones.
 - EMA purchased planning software from Clark Reynolds Company to assist with the ESF conversion. This software was purchased by the Agency but is now reimbursable through the Region 6 grant so EMA will be reimbursed for it and all other 13 Counties purchasing and using the same planning software and format for consistency within the Region.
 - National Weather Service conducted an updated weather risk assessment for Johnson County. I try and have them do this annually in April. They went back 20 years and the report will be posted to the EMA website.
 - Dave renewed his Certified Emergency Management Coordinator certification and also submitted for the Advanced Professional Series certification and completed his Re-credentialing for the Federal IMT as an all Hazards IMT Operations Section Chief last week in Washington DC. Re-Credentialing for this is done every 3 years and only cost the agency his salaried time to attend it. All other costs were borne by the Federal Government. Dave is presently the only EMA Coordinator in Iowa with this credentialing, training and experience level.
 - The NAWAS secure phone will be moved from the Sheriff's Office to the JECC on June 28th and disconnected at JCSO on July 2nd. This cost is covered by FEMA but took 8 months to facilitate getting moved.
 - North Liberty is requesting to buy into the County Code Red System to use talk minutes for snow emergencies, road closures etc. We will be discussing this with the E911 Board and Lori Phillips. We are in the preliminary stages of discussions with them now.
 - EMA was awarded the Outstanding Achievement Award from the Johnson County United Way.
 - We are working with Misha Goodman from Animal Control on the Region 6 horse trailer/equipment that is currently being housed at the JECC. This project is from a Region 6 grant which covered about \$50,000 worth of materials to include the trailer and supplies. There is also a smaller trailer and similar equipment purchased under the same grant that will be housed in Black Hawk County.
 - EMPG grant reimbursement was submitted to the State on April 28th in the full amount of \$39,000. We will expect payment by July 1 2010 from them.
 - Matt Wagner has completed his internship with EMA. He worked out very well and assisted with quite a few projects to include ACAMS Critical Infrastructure Data Entry and Photos of Risk Facilities near the Iowa River.
13. Completion of Medical Special Needs Sheltering Plan
- Plan is completed. We are currently reviewing the plan and it will be adopted at next month's commission meeting.
14. Financial Report.
- Most are JECC bills as noted in the handout.
 - Ace Electric had a service call out to the East Overlook generator for an alarm.
 - A W Welt Ambrisco bill was for JECC insurance.
 - Motion to accept report. Motion, by Greg Second by Mindy, All Ayes-Approved.
15. Motion to Adjourn.
- Motion to adjourn. Motion, by Roger Second by Luke, All Ayes-Approved.

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