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May 26th, 2011

The Johnson County Emergency Management Commission met in regular session on Wednesday, the 25th of May, 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
Dave Stannard- Coralville Fire Chief-Coralville Rep.
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

May 25th, 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 Luke, All Ayes- Approved.
3. Comments from the Public.
 - No public in attendance.
4. Topics from the Commission.
 - No topics from the Commission.
5. Communications Center Updates.
 - During Sunday's tornados dispatch handled things very well. Sirens were sounded in appropriate areas and resounded as events changed during the warned period and as new warnings came out and were extended.
 - One siren failed but has been repaired and one was struck during the storm and has since been repaired already. All are again operational.
6. Haz Mat Team Report.
 - On May 19th, Hazmat responded to 103 E. College St. for a white powdery substance found in a letter. Ended up being a crushed lifesaver candy. No criminal intent was found. No bill will be sent.
 - June training will be touring the Duane Arnold Energy Center in Palo. May was at UHL.
 - Hazmat will be conducting decon training for Monsanto and Iowa County Fire Departments on June 4th and also participating in a training exercise with them on June 11th.
 - The EMA Commission in favor of pursuing a possible hazmat contract with Iowa County and or Monsanto for coverage. ICFD & JCSO are also in favor.
7. Planner Report.
 - Base plan, ESF 1, ESF 2 and ESF 10 updates have been submitted to State for approval.

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



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- HSEEP after action reports will be submitted to the State for exercise credit from the DAEC and NDMS EOC exercises that were in May.
8. Coordinator Report.
- The two tornado sirens that the county purchased with grant funds in 2009 were supposed to be shipped with maintenance free batteries. It was discovered during service that these were not shipped that way and we are working with vendor to get a refund for the difference since we had the service tech change those batteries out to maintenance free when this was discovered this month.
 - Had an EMAC request earlier this month for law enforcement strike teams from Iowa to assist in Alabama. Teams were already filled so we did not have to send anyone.
 - We are EMPG complaint on our training, planning and exercises for this year. Due to a continuing resolution at the federal level Johnson County will not be getting our \$39,000 award money until the October-December timeframe.
 - The VA Hospital in Iowa City now has a decon trailer and we are working with them to see how we could access that in the event of a hazmat or meth decon incident.
 - We will be purchasing a new tornado siren after the first of the year. Fesler's had the lowest bid. This will be installed down by the Iowa Mennonite School. Also, Oxford will be replacing their old tornado siren with local option sales tax funding at the same time which enlarges their footprint.
 - Had a site visit from the Department of Homeland Security – Critical Infrastructure, Key Resources and Chemical Sector group out of Washington D.C. They were here touring multiple sites in the area and they were very impressed with the building, the EOC, EMA and the Communications system.
9. HMGP Grant award
- Received our award letter for the Hazard Mitigation Grant Program on Monday. Award amount is \$50,000 and will be used for a multi jurisdiction hazard mitigation plan for Johnson County. We will likely have to amend the budget to account for the new revenue and expense in next year's budget but this is a positive.
10. Monthly Financial Report.
- Cash on hand as of May 23rd is \$238,214.00.
 - Out standings that we're still awaiting are \$39,000 from EMPG grant and \$2408.60 from a Hazmat Incident.
 - The last JECC tax payment for FY11 is going through on Thursday.
 - Motion to accept the report. Motion by Greg, Second by Mike, All Ayes- Approved.
11. Moved to Executive Session for the purpose of annual EMA Coordinator job evaluation at 7:20 pm.
- Motion to go into executive session. Motion by Greg, Second by Dave Stannard, All Ayes- Approved.
12. Moved to come out of Executive Session and reconvene the public meeting @ 7:31 pm.
- Motion by Dave Stannard, Second by Greg, All Ayes-Approved.
13. Re-open public meeting @ 7:31 pm.
- EMA Coordinators evaluation completed and a 3.0% raise is authorized for his anniversary date on 6-25-11.
14. Motion to adjourn the meeting, Motion, by Dave Stannard, Second by Greg, All Ayes-Approved.