



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

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December 2<sup>nd</sup>, 2010

The Johnson County Emergency Management Commission met in regular session on **Wednesday, the 1<sup>st</sup> of December, 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 JECC-EMA Website, the Johnson County Website and at the Public Entrance to the JECC Building.

In attendance were: Terrence Neuzil- Board of Supervisors  
Dave Stannard- Coralville Fire Chief  
Mike Wright- Iowa City Councilman  
Mindy Scott- Lone Tree Representative  
Donald Saxton- Oxford Mayor (Commission Chair)  
Lonny Pulkrabek- Johnson County Sheriff  
Scott Grabe- Swisher Mayor  
Greg Morris- Solon Representative  
Luke Hruby- Tiffin Representative  
Dave Wilson- EMA Coordinator  
B.J. Dvorak- EMA Plans Officer

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

**December 1<sup>st</sup> 2010 Johnson County EMA Commission Meeting Minutes**

1. Call to order by chairperson at 7:00 p.m.
2. Amend or approve previous meeting minutes or this agenda.
  - September Minutes: Motion, by Greg Second by Dave Stannard, All Ayes-Approved.
  - October Minutes: Motion, by Greg Second by Luke, All Ayes- Approved.
3. Comments from the Public.
  - No comments from the public in attendance.
4. Budget discussion for upcoming FY12 for EMA.
  - Draft EMA budget was send out electronically. Final budget will be out in January.
  - Should be last installment of \$55,000 to replace R-52 truck. Budget appears higher due to Expenditure line of \$180,000 for R-52 replacement.
  - COLA is expected to be at 3% per Vanessa in the Human Resources Office and merit raise was estimated at 2.5% for budgetary purposes. Salary and wages were based off of numbers from HR & Auditor's Offices.
  - \$5,000 MRC grant will be included in budget.
  - Still waiting to hear on \$50,000 grant for Countywide Hazard Mitigation Planning.
  - Code Red does not currently show in budget but will be coming back to EMA from JECC and was renegotiated down from \$31,500 to \$28,000 and is fixed for two years at the same amount of minutes we have had since inception in June of 2008.
  - Terrence proposed that we add \$10,000 to the capitol equipment budgeting for rural tornado sirens & NOAA weather monitors. Motion, by Dave Stannard and Second by Terrence, All Ayes- Approved.

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5. Topics from the Commission. Resolution / 28E.
  - In response to the Board of Supervisors letter they sent out about the EMA Coordinator being on the JECC/JECSA policy board a response letter was crafted which should address their concerns regarding an elected person being the representative on the meetings that discuss the annual budget levy. The letter was sent out to everyone electronically and just needs a motion of support before delivery to the Board.
  - A motion was made from EMA Commission supporting the 28E letter. Motion, by Dave Stannard Second by Greg.
6. Communications Center Updates.
  - Budget for upcoming year is currently being completed.
  - Radio system coverage seems to exceed our expectations throughout the County.
7. Haz Mat Team Report or Updates. (Tiffin Call)
  - Hazmat Team annual written/practical test will be held on December 9<sup>th</sup> at ICFD Station 2.
  - 2 Q-RAE 4 gas monitors were purchased for Hazmat 1truck.
8. Planner Report. LEPC Mtg, Code Red Test, Rad. Mtg. in KC MO. Other.
  - LEPC met on November 23<sup>rd</sup> at the JECC. Had 20 people in attendance. Dave Stannard was re elected to be this year's Chair. B.J. Dvorak was nominated to be this year's Vice Chair. Next meeting will be on March 22<sup>nd</sup> at 10:00 AM at the JECC.
  - 2011 HMEP grant award letter is out. Johnson County will be getting \$1,098.20 for training and \$2,917.05 for planning.
  - Matt Woody from EHS Resource Group has proposed to complete a rail and pipeline study as an addition to last year's commodity flow study that was completed.
  - EMA launched a Countywide Code Red call on October 13<sup>th</sup> to evaluate our local telephone infrastructure and the system performance. We had a 63% connect rate and 241 new subscribers. Code Red reimbursed the used minutes back to us.
9. Coordinator Report: MRC Unit, RACES Unit, ICS 300, Position Specific Training, R6 HSEM FFY10 Grant.
  - EMA will be receiving a \$5,000 MRC grant.
  - A RACES Unit has been created with 15 people on board to assist with radio communications and this replaces the old Amateur Radio Club from here in Iowa City for use in disasters.
  - The Amateur Radio Club repeater has been removed from the top of the dorms near UIHC.
  - ICS Position Specific training for Logs Chief will be held at the EOC from March 1<sup>st</sup> -4<sup>th</sup>.
  - ICS Position Specific training for Planning Chief will be held at the EOC from March 15<sup>th</sup> -18<sup>th</sup>.
  - ICS Position Specific training for Incident Commander will be held in Waterloo from March 21<sup>st</sup> -25<sup>th</sup>.
  - ICS Position Specific training for Operations will be held in Linn County from March 7<sup>th</sup> -11<sup>th</sup>.
  - Sale of the old boat assigned to Solon FD brought \$1,850.00 after fees from Sharpless Auction.
10. Financial Report. (Old boat, trailer, gps and two motors being auctioned off tonight).
  - Expenditure side had a few JECC bills.
  - Revenue side is \$1,196,116.04 fiscal year to date.
  - EMA cash on hand is \$318,032.00
  - Motion to accept the report. Motion, by Greg Second by Terrence, All Ayes- Approved.

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11. Other.
  - Terrence advised that the Board of Supervisors have created an indirect policy that will only allow them to serve 2 years on different boards and commissions before rotating out. New appointments will be made on January 2<sup>nd</sup> as to whom his replacement will be. He will continue to serve as the PIO for EMA.
12. Adjourn.
  - Motion to Adjourn. Motion, by Dave Stannard Second by Greg, All Ayes- Approved.