

CEDAR COUNTY EMA COMMISSION

October 14, 2010 MINUTES

APPROVED: January 14, 2011 _

Chair Bell called the meeting to order at 7:18 p.m. at the Cedar County Courthouse.

Those present were EMA Commission members and/or appointees and alternates to include Board of Supervisors: Jon Bell; Bennett: Orville Randolph; Clarence: Randy Burken; Durant: Shawn Jepson; Lowden: absent; Mechanicsville: Boyd Stine; Sheriff Warren Wethington; Stanwood: Mike Dauber; Tipton: Heath Holub and West Branch: Dick Stoolman. Others in attendance were: Tim Malott, Director; Bev Penningroth, Clerk and Sue Hall, Press.

Moved by Stoolman seconded by Wethington to approve the meeting agenda.

Ayes: All

Moved by Wethington seconded by Burken to approve the minutes of July 8, 2010.

Ayes: All

Receipts and expenditures were reviewed. The budget will be amended to receive money from the State for the Multi-Jurisdictional Hazard Mitigation Plan.

Moved by Randolph seconded by Jepson to approve the receipts and expenditures, as presented.

Ayes: All

Old business was discussed.

Director Malott reported that all of the cities and the County are NIMS compliant except the City of Lowden. It was noted the Burn Ordinance has been adopted. Brief discussion was held concerning the ordinance. The ordinance requires notification to the Sheriff's Office. Malott gave an Emergency Support Functions update. ESF4, 5 & 10 are completed. In 2011 he planned to have completed ESF2, 8 & 13, but instead he would like to do ESF1, 2 & 3. Malott reviewed the ESF requirements, and he felt a committee is needed for ESF. It was noted the Multi-Jurisdiction Hazard Mitigation Five-Year Plan is complete. It has been adopted by the Board of Supervisors, and it is awaiting approval by the communities. FEMA has the plan. There are projects waiting on the plan's approval, such as a Tipton storm room. Malott told the Commission a budget amendment will need to be done to track grant dollars. He reviewed the Emergency Management Performance Grant requirements concerning planning, training and exercises. Malott needs to complete 18 courses. There is an internet compliance report on all of the courses. Year one is our training year which will coincide with the exercise the following year. We have to show improvement and a tie to our five-year plan. A budget amendment could be done before the regular January 2011 meeting. He referenced the communications vehicle and radios. Malott proposed moving \$10,000 from Capital Expenses Line 53 of the E911 budget to Contract Services Line 50 of the EMA budget.

Tim Malott told the Board the Citizen Corp Group and Amateur Radio Group will be renewed with the addition of a couple new members.

New business was discussed.

By-Laws of the Emergency Management Commission were reviewed. Discussion was held.

Moved by Stoolman seconded by Randolph to adopt the By-Laws of the Cedar County Emergency Management Commission.

Ayes: Randolph, Burken, Jepson, Stine, Dauber, Holub, Stoolman, Bell

A proposed FY2010/2011 budget amendment was discussed further.

Moved by Burken seconded by Stine to approve the proposed budget changes and to set January 13, 2010 at 6:00 p.m. as the time for a public hearing on the proposed FY10-11 budget amendment.

Ayes: All

The Director asked for a committee to help outline the upcoming FY2011-2012 budget. Chair Bell volunteered to serve on the committee. He thought the County Auditor would assist.

2009 EMPG Grant funds in the amount of \$3,214.88 will be coming to our budget. Malott will apply for \$13,000 of the 2010 EMPG Grant funds for communications. Training was discussed. There is a Governor's Conference in November at which there will be assessment training. Malott asked that names be sent to him so he can schedule IS700 and ICS100 training. He noted dates are needed for IS800 training. Five-year plan requirements were discussed, such as what we plan to do while meeting EMPG and State requirements. Discussion was held regarding the new communication vehicle. Malott noted an 800 radio would cost \$4,000. It would be a capital expense and it would meet grant requirements for a communication vehicle under the EMPG Grant to recover the \$13,000.

Moved by Randolph seconded by Stoolman to allow the purchase of the 800 radio for the communication vehicle for an amount of \$4,000.

Ayes: All

Director Malott noted the bed of the truck is getting scratched. He suggested the purchase of a spray-in bed liner and running boards. The approximate cost of the liner is \$400 and the running boards are around \$150.

Moved by Wethington seconded by Randolph to allow the purchase of the bed liner and running boards.

Ayes: All

Tim Malott noted reserve funds could be used for a microwave system. He referenced a projected ending fund balance. Malott gave a Local Emergency Planning Committee report. It was agreed that a HAZ-MAT Ops refresher class is needed. Members are to let Malott know when and where they would like to have the class. Malott asked if there would be interest in watercraft training and certification. The question was asked if the Sheriff's boat could be used. Sheriff Wethington indicated the last time it was used it came back a muddy mess and out of gas, so he said it may be that no one other than the Sheriff's Department may be able to use it again. It was the consensus that basic watercraft safety training would be a good idea.

Moved by Burken seconded by Jepson to adjourn the meeting at 8:06 p.m.