

CEDAR COUNTY EMA COMMISSION

April 14, 2011 MINUTES

APPROVED _____

Chair Bell called the meeting to order at 7:10 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 and Dan Sander; Durant: Shawn Jepson and Duane Holst; Lowden: absent; Mechanicsville: Boyd Stine; Sheriff Warren Wethington; Stanwood: Mike Dauber; Tipton: Don Villhauer and West Branch: Dick Stoolman. Others in attendance were: Tim Malott, Director; and Sue Hall, Press.

Moved by Dauber seconded by Jepson to approve the meeting agenda.

Ayes: All

Moved by Stoolman seconded by Jepson to approve the minutes of 1-6-2011 and 2-14-11.

Ayes: All

Revenues and expenditures were reviewed. Discussion was held.

Moved by Burken seconded by Stoolman to approve the revenues and expenditures, as presented.

Ayes: All

Old business was discussed.

Director Malott noted all grants are applied for on the web site IowaGrants.gov. The EMPG grant is submitted, and we'll likely receive funds in September. Malott has received the approval form for the Multi-Jurisdictional Hazard Mitigation Plan. We have received funds. There is still about \$4,000 more to draw. He will not be paying the remainder due to J.E.O. until the requested work has been received.

New business was discussed.

Director Malott gave a 211 M.O.U. update. 211 pertains to people with special needs. Each city is required to have a plan in case of an emergency. They need to have accessible transportation. Members felt they would likely use River Bend Transit. Pertaining to a Special Needs Program, Malott noted a county-wide database/registry could be maintained. Forms would be distributed by the cities, and the Cedar County Public Health Department has offered to maintain the database. He referenced taking the indemnify clause out of the M.O.U. language, but he felt that probably wouldn't happen. Director Malott noted, in the event of a disaster, communities are responsible to manage an incident, and the Commission would help procure and track resources.

Director Malott gave an LEPC report. The grant requirements for Hazmat classes have been changed by the U.S. D.O.T. They must now know one year in advance about a scheduled class, before they will issue money. Perhaps they will drop the grant out of the LEPC. There is an LEPC Conference in LaVista, Nebraska on July 28th-30th. Region Seven will fund \$50/night for the hotel and meals. Malott reviewed hazard substance spills data.

The following upcoming training was noted:

ICS300 on April 30th and May 1st at the Linn County E.O.C.;

ICS400 on May 21st & 22nd at the Linn County E.O.C.;

Disaster/Damage Assessment on April 27th at the Clinton County E.O.C.; and

Volunteer Reception Center on April 28th at the Davenport United Way.

Director Malott noted if an individual is not requested for a disaster, they are not covered by Workman's Compensation insurance.

Open discussion was held.

Warren Wethington reported that an annual performance review was held with Tim Malott prior to the E911 meeting. He said it was positive. During the review a wage increase was discussed and a three-year step plan was mentioned. There are matching funds through E.M.P.G. The recommendation is for a 3% increase, and then after this he would fall in line with the raises like the County employees. This budget would be responsible for 1 ½% of the 3%.

Moved by Stoolman seconded by Villhauer to approve the recommendation that the FY11-12 salary of Director Tim Malott will be set at \$39,140.

Ayes: All

Moved by Villhauer seconded by Jepson to adjourn the meeting at 7:40 p.m.