

CEDAR COUNTY EMA COMMISSION

October 10, 2013 MINUTES

APPROVED Y/N

Chair Bell called the meeting to order at 7:20 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: Mike Anderson; Clarence: Randy Burken; Durant: Shawn absent; Lowden: Barry Hoffmeier; Mechanicsville: Boyd Stine; Sheriff Warren Wethington; Stanwood: Greg Wagner; Tipton: Leanne Zearley; and West Branch: Dick Stoolman. Others in attendance were: Tim Malott, Director; Gene Hammon, West Liberty and Sue Hall, Press.

Moved by Hoffmeier seconded by Zearley to approve the meeting agenda.

Ayes: All

Moved by Stoolman seconded by Zearley to approve the minutes of July 11, 2013.

Ayes: All

Receipts and expenditures were reviewed. There is approximately \$142,747.70 in the EMA Fund.

Moved by Wagner seconded by Burken to approve the receipts and expenditures, as presented.

Ayes: All

Old business was discussed.

The option of a state-wide siren policy has been dropped.

New business was discussed.

Director Malott said we need to think about writing an RFP for a Multi-Jurisdictional Hazard Mitigation Plan. A Notice of Interest has been submitted for funding. There will be an in-kind amount of approximately \$9,600, but attendance at meetings can be used towards that amount (384 hours). Schools can participate, and Malott will be sending a letter to the schools. It is a two-year process for this plan, and a contractor will need to be hired. A proposed FY2014-2015 budget was reviewed. Director Malott is requesting to add a half-time employee (20 hours per week) to the budget. The individual would not receive benefits. The employee would do data management and other things. Malott explained why data management is needed. He noted the boundaries for Medical, Fire, Townships and Law need to line up with the E.S.N.'s. This employee would look up information and put it into a new program for Intrado. Malott referenced correcting some of the subdivision addresses and addresses in Massillon, and survey work will need to be done. Chair Bell felt bringing someone up to speed would be a good idea in case Malott would every need to be gone for a period of time. Malott said he has no intentions of leaving his current position. Mike Anderson asked if this position would be for one or

two years. Malott indicated there would be no ending date. Warren Wethington didn't see the need for this position going away. Members were asked to review the proposed budget. At their January meeting, a public hearing date will be set for the budget. In other business, Malott noted EMA needs to join a Public Health Coalition with Johnson County. Malott noted exercise requirements as: a tabletop, functional and a full-scale communications exercise. Director Malott referenced SF413 and the Heartland Insurance Risk Pool Atty. Carl Salmon's view of the law. Linn County is trying to update the contracts. Chapter 29C was reviewed. The Emergency Management Commission is an entity. Atty. Salmons thinks Heartland shouldn't sign another 28E agreement concerning hazardous material spills that it should be the E.M.C. that signs it and the E.M.C. is responsible. The attorney's interpretation is that the Iowa Department of Natural Resources is responsible for all hazardous spills. There was reference to indemnification when responding to an emergency or a disaster. Discussion was held. The consensus of the Commission was leave everything as is and send it to the D.N.R. requesting that they sign the agreement. The E.M.C. would manage the team that responds to an event.

Training was discussed. Malott needs to complete four classes prior to the end of the 2nd quarter to meet State requirements. He has been holding off on taking these classes due to other new requirements.

Chair Bell read an Emergency Management Service Award to Tim Malott signed by the Governor.

It was noted the next meeting will be on January 9, 2014.

Moved by Stine seconded by Anderson to adjourn the meeting at 8:17 p.m.

Ayes: All