

CEDAR COUNTY EMA COMMISSION

April 10, 2014 MINUTES

APPROVED _____

Chair Pro Tem Wethington called the meeting to order at 6:30 p.m. at the Law Enforcement Center.

Those present were EMA Commission members and/or appointees and alternates to include Board of Supervisors: Betty Ellerhoff; Bennett: Orville Randolph and Mike Anderson; Clarence: Randy Burken and Jeric Armstrong; Durant: Dawn Smith; Lowden: absent; Mechanicsville: Larry Butler; Sheriff Warren Wethington; Stanwood: Greg Wagner; Tipton: Leanne Zearley; and West Branch: Mark Worrell and Dave Hosier. Others in attendance were: Tim Malott, Director; Tipton City Manager Chris Nosbisch; Tipton City Councilperson Pam Spear; Cedar County Supervisors Deerberg and Gaul; Cedar County G.I.S. Technician Marcus Larson; Laurie Bestgen of AMEC; Bev Penningroth, Clerk; and Sue Hall, Press.

Moved by Zearley seconded by Randolph to approve the meeting agenda.
Ayes: All

Moved by Wagner seconded by Butler to approve the minutes of January 10th & 30th, 2014 .
Ayes: All

Receipts and expenditures were reviewed. Discussion was held.

Moved by Wagner seconded by Zearley to approve the receipts and expenditures, as presented.
Ayes: All

Old business was discussed.

Director Malott said the county-wide siren policy is on hold, because the State is looking into a state-wide policy. The new grant is for a Multi-Jurisdictional Hazard Mitigation Plan, and the contract was awarded to AMEC. Malott hopes communities are using the Wireless Emergency Notification System. The State has appropriated a \$450,000 line item in a Homeland Security Grant for a Wireless Emergency Notification System. The current system being used in Cedar County was paid for by the County and the Cities of Tipton and West Branch. Malott said it is projected that the cost will drop to \$1,000 for our communities. He noted there is a number to call for the system that can be put on the City web pages.

Director Malott introduced Laurie Bestgen of AMEC.

Moved by Zearley seconded by Worrell to close the Emergency Management meeting at 6:36 a.m.

Ayes: All

An Initial meeting was held concerning the Multi-Jurisdictional Hazard Mitigation Plan.

Moved by Randolph seconded by Wagner to return to regular session at 7:20 p.m.

Ayes: All

New business was discussed.

Orville Randolph noted the committee for Director Malott's annual review has not yet met. Randolph noted Malott's salary increase has been approved in the budget. The committee will reschedule Malott's review. Randolph didn't see anything to prevent the salary increase. Chairperson Pro Tem Wethington read a Certificate of Professionalism from the Iowa Emergency Management Association noting Tim Malott is an Iowa Certified Emergency Management Coordinator. There will be a G775 class on June 4th & 5th, the course in June will be on how to run an Emergency Operations Center. It would be a great class for the Fire Chiefs and members of Incident Command team. It was noted the person in charge (IC) can spend as much money as he or she wants unless there's a written document saying how much they can spend. Dawn Smith indicated FEMA has denied towns items when things were done right, so she wondered, did Parkersburg do things wrong? Malott noted he works on thresholds and on figuring things out right away regarding resources. Greg Wagner felt FEMA is a last resort for the City of Stanwood. Chris Nobsch noted there are still spending limits. Malott said 15 people have to show up for the June class and then the State will pay the cost of the class. Malott noted in August there will be a G191 class concerning how Incident Command interfaces with the Emergency Operations Center. The Director referenced the Homeland Security & Emergency Management Division's final ranking of HSAC priority capabilities as of 3-28-14. Cyber attacks have moved up into the top six. Mark Worrell noted an incident that occurred in West Branch, that being people received phone calls that were not legitimate. Director Malott said Windows XP computer operating systems have to be replaced with another operating system due to updates no longer being available. The cost will be \$250 each for five computers. Director Malott said he would like to start the process to hire a part-time person. He would work with the Human Resources Consultant in May so someone can be in place by July 1st. There will be an interview panel for the position, composed of Warren Wethington, Dawn Smith and Greg Wagner. Malott said the position would be part-time, 20 hours with no benefits. The individual would be an E.M.A. employee. Malott said he would like to hire a contractor to update resource management (assets) this summer at a flat rate, perhaps a college student. He will see if the All Regions group will help pay for the project. He thought the cost would be around \$3,000. We paid \$3,500 in 2008. Betty Ellerhoff asked what the qualifications would be and would he advertise. Malott indicated he would not advertise, and that he would pick someone he knows can do the work. The Director explained the USNG National Grid that may replace the use of latitudes and longitudes. First Net meetings will be occurring. Malott felt Emergency Responders would utilize this and there would be video stream on-site. Wethington referenced more people being involved. The Director noted there is no change in the five-year plan. He referenced training requirements for elected officials, that being IS800, IS700 and IS100, and if they

work in the E.O.C., they would need IS200. Concerning the Emergency Management Planning Grant, the bids are in and they awarded the contract to A.M.E.C. The Tier II reports are coming in for the Local Emergency Planning Committee.

Director Malott completed a PED-304 Social Media for Natural Disaster Response and Recovery on March 20th and the State ICEM. They discussed how to use Twitter and Facebook for getting information out during disasters. Two people from the Public Health Department attended a meeting about Community Cybersecurity and the E.O.C.'s role on April 9th & 10th. Malott will be attending the E.M.A. Conference in May for three days.

There was no input from citizens. Greg Wagner wondered if it would be better to meet every two months. Mark Worrell agreed. Warren Wethington felt normally the meetings are not this long. Brief discussion was held. This matter was tabled to the next meeting.

Moved by Worrell seconded by Wagner to adjourn the meeting at 7:50 p.m.