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March 10th, 2014

The Johnson County Emergency Management Commission met in regular session on Wednesday, the 26<sup>th</sup> of February, 2014 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. All agendas are posted at least 24 hrs in advance of all meetings on the following websites: [www.JECC-EMA.org](http://www.JECC-EMA.org), and on the Johnson County Web at: [www.Johnson-County.Com](http://www.Johnson-County.Com) as well as at the Public Entrance to the JECC-EMA Building at 4529 Melrose Avenue in Iowa City, Iowa. Any of the items on this agenda may or may not include formal action being taken at the time of the meeting.

**February 26<sup>th</sup> 2014 7:00 PM - Johnson County EMA Commission Meeting Minutes**

In attendance were: Janelle Rettig-Board of Supervisors (E)

Dave Stannard- Coralville Fire Chief

Tim Kemp- Hills Mayor (Vice Chair) (E)

Michelle Payne- Iowa City Councilwoman (Via Phone) (E)

Tom Salm- North Liberty Mayor (E)

Lonny Pulkrabek- Johnson County Sheriff (E)

Chris Taylor- Swisher Mayor (E)

Steve Stange- Solon Alternate (Via Phone) (E)

Mike Ryan- Tiffin Alternate (Via Phone) (E)

Louise From- University Heights Mayor (Commission Chair) (E)

Dave Wilson- EMA Coordinator

B.J. Dvorak- EMA Plans Officer

1. Open meeting and determine quorum (at least 7 elected officials need to participate due to budget discussions)  
(9 Participated)
2. Roll call by sign in sheet & voice for those online
3. Action on consensus items: A. Motion to amend or accept the present agenda
  - Motion to accept the revised agenda as drafted, Motion by Rettig, Second by Kemp, All Ayes-Approved.
  - Motion to amend or accept the meeting minutes from the last meetingB. Motion to amend or accept the meeting minutes from the last meeting as corrected from the draft, Motion by Kemp, Second by Rettig, All Ayes-Approved.
4. Comments or topics from the public
  - No public in attendance.
5. Comments or topics from the commission
  - No topics from the commission.
6. Open public hearing on FY14 budget amendment. From opened the public hearing at 7:04 PM.
  - Budget amendment was published in the Iowa City Press Citizen. The budget amendment takes into account the increase of \$165,904 mainly for flood expenses that occurred at the end of the last fiscal year and was expended in the current fiscal year. The HMGP Grant was also a carryover from the previous fiscal year as well and is included. This increases the FY14 budget from \$3,822,809.00 to \$3,988,713.00.
7. Close public hearing on FY14 budget amendment. From closed the public hearing at 7:06 PM.
8. Action on FY14 budget amendment
  - Motion to accept budget amendment by Kemp, Second by Salm, All Ayes-Approved.

**Johnson County Homeland Security & Emergency Management Agency**

**Dave C. Wilson, IA-CEM**

**Coordinator/Director**



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9. Open public hearing on FY15 budget. From opened the public hearing at 7:06 PM.
  - There were no comments from the public.
10. Close public hearing on FY15 budget. From closed the public hearing at 7:07 PM.
11. Action on FY15 budget-The draft budget was published in the Iowa City Press Citizen.
  - Motion to accept the FY 15 budget as published by Kemp, Second by Pulkrabek, All Ayes-Approved.
12. Haz Mat team report
  - Received payment from the January 21<sup>st</sup> Hazmat incident.
  - February training was on monitoring.
  - Recently purchased some equipment for the hazmat truck that was approved by the E Board.
  - Getting quotes on an electric pump and drum kit that will be ordered in May.
  - The lumex mercury monitor has been calibrated and is back in service.
  - One of our Area RAE monitors has been repaired and calibrated and is back in service.
13. Local Emergency Planning Commission (LEPC) report
  - HMEP is focusing on crude oil transportation via rail and making sure first responders are prepared to respond to those types of incidents.
  - The next LEPC meeting will be on March 18<sup>th</sup> at the JECC.
14. Planner report: Hazardous Materials Emergency Planning (HMEP) grant, annual plan revisions, other
  - Plan updates are in the works. The External Affairs plan is complete and we met with partners on the 28th to revise the Long Term Community Recovery Plan.
  - The storm spotter training was held in Coralville on February 27<sup>th</sup>. There were 95 people in attendance.
  - Severe Weather Awareness Week is March 24<sup>th</sup>-28<sup>th</sup>. The statewide tornado drill is Wednesday, March 26<sup>th</sup> at 10 AM.
15. JECC, E911 & Statewide Communications report(s)
  - There has been a larger than normal amount of strategy planning going on by EMA & JECSA regarding bringing additional counties into the radio system. We are presently working with 3 additional counties on the possibility of joining the network. Lonny Pulkrabek is the Chair and Dave Wilson is the Vice Chair for the E911 Committee for the upcoming year once again. The E-911 bylaws have been updated. Lori Phillips will be sending them into the state along with the 911 System Plan as required by HSEMD.
  - The state is continuing to talk about broadband/FirstNet and a statewide radio system. Dave nominated Tom Jones to serve as the Region 6 Chair for the Broadband group.
16. Coordinator report: large project closeout for May/June Declaration, status of bylaws filing due to change in members, legislative initiatives
  - For the May/June declaration we are still awaiting the \$133,333.44 and are told to expect it by the end of April. We were notified that FEMA is changing the way reimbursements are done. The email was sent out to the commission and municipalities regarding those Stafford Act Changes, be sure and pass it on.
  - We are still lobbying to have the \$39,000.00 cap removed from the Emergency Management Performance Grant. The 10 largest counties are greatly affected by this.
  - Louisa and Muscatine Counties will be buying in to the WENS system in July. If the State goes to WENS we can get on their system and eliminate our contract with WENS.
  - The state is currently looking at a statewide damage assessment system. We are on a working group for that as we are one of three who currently have a system in place now.
17. Other or new business:
  - Janelle Rettig was asked about Iowa Cities boil advisory and why they did not send an emergency notification message out to the public since we have the WENS system. Since it was only an advisory and not an order a decision was made not to send an emergency notification message out.
  - Janelle Rettig had mentioned to the commission that Dave Wilson had obtained various cold weather gear through the federal surplus program and it is being distributed to the Iowa City Shelter House and also for the downtown ICPD Officer to give out as needed.

**Dave C Wilson – Coordinator**



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18. Consensus item: monthly financial report
  - Revenue to date is \$2,236,426.25.
  - 59% of the budget has been expended so far with 4 months remaining.
  - Before the amendment the balance is at \$1,573,511.23.
  - Motion to accept monthly financial report. Motion by Stannard, Second by Kemp, All Ayes-Approved.
19. Adjourn
  - Motion by Kemp, Second by Taylor, All Ayes-Approved.