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Meeting Minutes from the October 30, 2019 at 7:00 PM - Johnson County EMA Commission Meeting

1. Opened the meeting and determined a quorum of at least 7 Commissioner Members
Present in the room were, Chairperson Tim Kemp – Mayor of Hills, Vice Chair Person, Louise From - Mayor University Heights, Lonny Pulkrabek – Sheriff, Terry Donahue – Mayor of North Liberty, Greg Morris – Fire Representative and Solon Alternate, EMA Director Dave Wilson, Deputy EMA Director Travis Beckman, Orey Schwitzer– Fire Chief - Alternate from Coralville. Members present via Conference Call – Rod Sullivan – Board of Supervisors, Christopher Taylor – Mayor of Swisher, John Thomas – District C Council Member from Iowa City, Jonathan Green – Mayor of Lone Tree, Matt Zadow – Fire Chief and Lone Tree Alternate
2. Roll call by sign in sheet and introductions of any new Commission members: as listed above.
 - Meeting called to order by Chairperson Tim Kemp at 7:00 P.M.
3. Action on consensus items A, B & C below: All three items were accepted with a motion by Greg Morris, Second by Louise From and all Ayes.
 - A. Motion to accept the present agenda as published
 - B. Motion to accept the meeting minutes from the last meeting as published
 - C. Monthly financial report as included in the packet
4. Comments or topics from the public:
 - No members of the public were in attendance and Dave advised he had not received any written or other comments from the public.
5. Topics form the Commission - None
6. Haz Mat Team report
 - On September 1, 2019 HAZMAT responded to a residence in Tipton, Cedar County, IA for Mercury on the floor of and in a basement drain. Team mitigated and worked with Cedar County Public Health, DNR and EPA.
 - On Saturday, October 26th hazmat responded to Wapsie and American Legion Road for a overturned semi hauling liquid lime. Approximately 4000 gallons of lime spilled into the ditch. No short term hazard from product or near any waterways. Product and semi left in position found. DNR contacted. Owners to coordinate with DNR on cleanup.
 - November and December team training is annual equipment/procedure review and testing.



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- BC Tinnes is currently working on 2020 team training schedule with station two officers.
- HMEP Grant
 - A. We are not seeking HMEP funding for FFY 20. No current projects needing funding given the staff time and cost/return on effort of less than \$5K from the grant for training and no present planning needs.
- Next LEPC Meeting will be November 13.
- Tinnes and Beckman to attend HAZMAT Conference in Nashville next week.

7. Deputy Director Report

ARES –

- Successful Field Day in June.
- Participated in August 13 exercise.
- Prepping for SET exercise this month.

CERT – Training Completed

- Traffic Control – Iowa State Patrol
- CPR/AED – JCAS
- Travis and Sam attended CERT instructor Course.
- 2 Requests – Missouri River Flooding to assist Salvation Army. Des Moines County for Ragbrai Traffic Control. Unable to fulfill due to trainings.

COAD – Held a Preparedness Month Campaign. Set up a booth at the Healthy Kids Run in North Liberty.

REP Program – Regular Meetings.

- Assisted with Buchanan County Exercise.
- Served as an evaluator for UIHC MS1 Exercise.
- Coordinated and helped teach (alongside DAEC and HSEMD Staff) DAEC Reception Center Operations to Hills Fire Department.

Healthcare Coalition (Service Area 5A) – Working on development of a Healthcare Surge Test.

- FEMA Region VII Ebola Transport – Served as an Evaluator for this exercise.
- Participated in a Dispensing Tabletop Exercise held at State Hygienic Lab.

Iowa City Regina Safety Planning Committee – Additional meetings with Regina on Teen CERT, still moving forward. Will be first TEEN CERT in Iowa that we know and one of the few in FEMA Region 7.

HMGP – Final payment and closeout of the approved plan is occurring.

EMPG – Reports for FFY19 turned in and awaiting payment of \$39K

UI Summer Camp Program – Dave and I presented to a group of gifted kids out here at EMA on Preparedness. Iowa City Emergency Services Youth Camp – 2nd year participating in this camp. Very rewarding and a great mechanism for us to reach and educate kids on preparedness.



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Fair – Another successes Pub Ed campaign. Made several connections with folks wanting to volunteer.

Iowa County Active Shooter/RTF Exercise – Served as an Evaluator. We also shared equipment for exercise safety.

August 13 Exercise –

- Multiple series of meetings and planning efforts.
- Completed series of 3 Game Style Exercises at JCAS before Full Scale.
- Overall, exercise went very well.
- Over 15 agencies and 123 people participated in the exercise.
- Ran two scenarios back to back in 4 hrs.
- Lessons Learned
- Additional / ongoing Training on Rescue Task Force needed; Additional need for bleeding controls kits was identified has been fulfilled since the exercise.

UI Civics Program – Presented on Emergency Preparedness and Emergency Services in Iowa alongside Fiona Johnson.

Participated in Safety Fair at UPS in Coralville. Promoted CERT and preparedness in the workplace and at home.

Sat on panel at inaugural UI Extreme Weather Symposium in DSM. I shared our Excessive Heat plan and spoke on behalf of EMA for the state on our role in preparedness and response to extreme weather.

Sam Pang (intern) –

- Completed his practicum here the end of July and graduated with his Masters in Public Health. Currently continues to volunteer for the agency and serve as the CERT Team Coordinator until he takes on full time employment.
- Received a Governor's Volunteer Award for his work with our agency and Johnson County CERT.

Multiple equipment moves supporting different community events and outreach programs.

Assisting UI Athletics/DPS again this fall with football operations/incident command.

Assisting JCSO this year with taking over teaching Active Shooter classes at more CCA school buildings.

Training –

- **Completed**
 - A. AWR 148 Crisis Management for School Based Incidents (hosted here)
 - B. G-289 PIO Awareness – instate course
 - C. G-290 PIO Basic – instate course
 - D. 71st CST Training – Mass Evac of Kinnick at stadium (walk through)
 - E. AWR-213 – Critical Infrastructure (hosted here)
 - F. MGT-310 – THIRA (hosted here)
 - G. MGT 346 – EOC OPS and Planning (hosted here)
 - H. Taught Active Shooter for County Employees (at County Admin)



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8. **Director Report**

➤ **Public Education & Outreach:**

- a) Conducted several interviews with KGAN, KCRG & KWVL on topics such as the outdoor siren system, the two tornados in May, and Flooding in the spring, the USACE regulation plan, buyouts, our heat emergency sheltering plan and the active shooter exercise.
- b) Met with School districts (ICSD, CCA, Mid Prairie and IMS, on emergency plans, reunification planning and walk through of facilities.
- c) Iowa Flood Center outreach.
- d) Johnson County Fair week.
- e) Various group tours and educational outreach events.
- f) Taught Stop the bleed course.
- g) Hosted meetings with staffers for Senator Ernst, Senator Grassley and Congressman Loeb sack and Iowa state Senator Zach Wahls.
- h) Worked with ICCSD on a federal grant.
- i) Participated in 4th of July parade in Coralville.
- j) Hosted two meetings on USACE lake regulation plan update with stakeholder/public.
- k) Participated in preparedness month proclamations and community outreach.

➤ **Training:**

- a) Public Works Water & Sewer training 16 hour course in Mt. Pleasant.
- b) Inland Search & Rescue 40 hour Course in Cedar Rapids.
- c) FEMA 24 hour communications exercise & meeting near Joplin MO.
- d) Instructor course for Stop the bleed course in Des Moines.
- e) IDPH trauma and preparedness conference in Des Moines.
- f) NE Iowa Emergency Responders Course (Marjorie Stoneman Douglass presentations) in Dubuque.
- g) Special needs sheltering training in Bettendorf.
- h) Crisis management for schools course (hosted here).
- i) Participated in the FBI Infragard training meeting at Camp Dodge.
- j) Participated in FEMA/EPA Region 7 LEPC training meeting in Omaha NE. on new ER Plan software.
- k) Participated in Kinnick stadium NWS table top exercise at Carver Hawkeye Arena.

➤ **Meetings:**

- a) Planning meetings for ESF plan updates to Base, ESF-1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, & 15.
- b) School preparedness planning meetings and reunification planning meetings with ICCSD, CCASD, IMS and Mid Prairie School Districts.
- c) Several U of I Football season meetings.
- d) TIMS (Traffic Incident Management Systems) meetings continue.
- e) Bi monthly Mutual Aid Association meetings and hosted that meeting here in September.
- f) Several FEMA buyout meetings and meetings with homeowners, ECICOG, P&Z and the Board.
- g) EMS Association meeting.
- h) District meeting in Guttenberg for IEMA.
- i) Met with Verizon and First Net on Public Safety Core Cellular systems.
- j) Meeting with 71st CST.
- k) Salvation Army Iowa City Unit and Canteen (Has new Capt.) supported events X3 this summer.
- l) Other Misc. meetings.



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➤ **Other Project areas:**

- a) **Dive Team:** Several trainings with new members, team at fully staffed 12, 3 callouts over the summer, recovered a drowning victim in Washington County and a car from the River Junction boat ramp during low water. Truck has had some electrical / battery issues. Team cleared a body of water related to an ongoing investigation. Team is training members from Iowa County and the new Delhi team. They had a busy summer with calls and trainings.
 - b) **Rescue 52:** Was at Alexis (the builder) in Alexis IL for about 17 days for some detailed work, maintenance and repairs. Had a damaged inside rim, needed the two hydraulic units gone through, needed the onboard generators (X2) gone through, needed hydraulic leak fixed and part of the rear repainted and decals replaced and recently had a Diesel Exhaust Fluid issue over the weekend and a Hydraulic generator issue that had to be resolved.
 - c) **Bomb Team and Truck:** Had a few calls over the summer, the passenger rear doors and side were damaged when it struck another parked agency vehicle and had to be repainted and repaired. Had some equipment and batteries that had to be replaced.
 - d) **Boats:** Had several with prop damage and battery issues and missing / outdated or lost equipment. Some as a result of 7 calls over the summer. Some during a low water event with stranded folks down by Hills access, some during the recovery of a stolen car recovery, some during local drownings and some during calls to assist in Linn County at Palisades on the Cedar River.
 - e) **Outdoor sirens:** Had 4 hit by lighting during storms over the summer with over \$5K in damage amongst the units most of which was covered by insurance. (Fry town, IMS School, Sutliff and Morse).
 - f) **Coalition/EMPG Project for Active Shooter Incidents:** All Johnson County Schools now have 2 Stop the Bleed Kits that have been provided for each AED cabinet regardless of district. High Quality School Response Plans were completed and signed off on by our agency for Clear Creek Amana, Iowa City, Regina, and Mid Prairie School Districts. We are now working on a unified threat assessment template and a unified post incident reunification plan with them. Lone Tree, Solon and IMS Districts have not submitted copies of their plans to us for review to date.
 - g) **Local Special Events & Equipment:** Supported 9 different special events since May with equipment to include events in North Liberty, Coralville, Iowa City, the U of I and Lone Tree.
- **Full Scale Exercises and Trainings:** The large LEPC full scale drill at the U of I went well and had lots of positive comments, media coverage and went well. Leading up to it there were several simulation gaming sessions held at JCAS to cover the key concepts of the rescue taskforce concept. A training exercise was also held at Liberty High School and several ALICE refresher events have been held over the summer.



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9. Old Business

- USACE Reg Plan - Army Corps of Engineers sent some updates on the recommendations – those include do away with Burlington Iowa and Tri-County Bridge access points - raise cuts at Wapello and Iowa City to the new flood stages (that the National Weather Service has already approved and published) release would increase at 705 to 11,000 6,000 in summer to 10,000, 706 to 12k out, 707 to 13k out, 710 to 15k, 711 would equal wide open.
- Buyouts - still in process – County went through with first group and are working on appraisals, tier 1 & 2 addresses submitted to HSEMD for funding. Working on tier 3 at River Front Estates next per Planning / Zoning and ECI COG.
- Plans – Nearly all of our ESF plans have been updated recently and EMA shared the location of those plans with the Commission.
- Lone Tree Question on JECC paging survey - Paging survey did not have enough detail nor recommendations. JECC sent back to the contractor for additional information. Elert and Associates is to present at the next County Fire Meeting coming up in Kalona.

10. New Business

- Strategic Plan - Update was completed and modified to the 10 current agency goals as is in your packets. We also updated our vision and mission statement as well. We complete this at least every five years which is an accreditation standard and will already be in place if we decided to seek accreditation. Commission members to review and will approve at next meeting.
- Budget Discussion – Director Wilson noted cash on hand is \$242,656.61 as of October 29, 2019. Inquired if Commission had anything they want him to include in the draft budget?
- Storage Building Discussions – Should earmark of funds to be included in the draft of FY21 Budget? Location of building is still to be decided. We are currently exploring three different options. The initial location at Secondary Roads on Melrose, but provides lots of infrastructure and space needs challenges. The Fire Training Grounds in Coralville is a possible site but also would be in need of water, sewer and utilities being run some distance to the site. The newest possible location could be in North Liberty and JCAS has an interest in co-locating with EMA if we do a building up there. Johnson County Ambulance Service (JCAS) would like to have a bay and living quarters as they look to adequately staff and position resources for central and northern Johnson County residents in the future. Quotes on building range from 285k – 485k, not including an extra bay and living quarters for JCAS. Reportedly JC Budget has a placeholder of \$600,000 set aside for planning purposes.

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- The EMA owned Quick levee builder has been moved to Tiffin Public Works where it will now be permanently housed. This will aid in any Clear Creek flooding that would pose a risk to the schools or residents in Tiffin.
- Next meeting to be November/December combined meeting on Dec 11 at 7:00 PM

11. Adjourn – Motion at 7:43 PM by Greg Morris, Seconded by Terry Donahue, All Ayes