



October 24, 2018 at 7:00 PM - Johnson County EMA Commission Meeting Minutes

1. Open meeting and determine quorum of at least **7 Elected Commissioner Members**
 - Present in the room were, Chairperson Tim Kemp – Mayor of Hills, Alternate Nate Petersen, Police Chief of University Heights, Rod Sullivan – Johnson County Supervisor, Terry Donahue – Mayor of North Liberty, John Thomas – District C Council Member from Iowa City, Nick Pruter – Deputy Fire Chief - Alternate from Coralville, EMA Director Dave Wilson, Deputy EMA Director Travis Beckman, Lonny Pulkrabek – Johnson County Sheriff, Christopher Taylor – Mayor of Swisher, Greg Morris – Alternate for Solon.
2. Roll call by sign in sheet and introductions of any new Commission members
 - Meeting called to order by Chairperson Tim Kemp at 0700.
3. Action on consensus items:
 - A. Motion to amend or accept the present agenda – Motion by Greg Morris, Second by Rod Sullivan, all Ayes
 - B. Motion to amend or accept the meeting minutes from the last meeting – Motion by Terry Donahue, Second by Greg Morris, all Ayes
 - C. Monthly financial report – Motion by Greg Morris, Second by Rod Sullivan, all Ayes
4. Comments or topics from the public
 - No members of the public were in attendance
5. Topics from Commission:
 - None
6. Haz Mat Team report
 - HM1 repair needed, item parts on back order, part to be built as soon as possible. Unit is still available for response.
7. Local Emergency Planning Committee (LEPC) report
 - Next meeting planned for November 14. USDHS to be guest speaker. Full scale exercise planning underway, 3rd meeting to be held on November 5.
8. Deputy Director Report
 - Intern Sam Pang will be with us through end of May, possibly July
 - PLAN UPDATES
 - A. ESF 1 Completed and Submitted to the State
 - B. HMP Update – Phase two has been completed. UI reluctance to sign on.
 - C. ESF 10 – EHS Resource delivered a less than complete project. Partial payment awarded. Two Rivers has completed the additional updates. They have been paid as well.

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- Exercise – Planning has begun on the 2019 Full Scale Exercise hosted by EMA/LEPC. Active Shooter scenario at UI Rec Building. Secondary device and HAZMAT component.
- Healthcare Coalition – Stop The Bleed Training and Kits still being promoted. I am in charge of our Communication Platform and our Training. We will be hosting a Healthcare Sector Emergency Preparedness Course here on Nov 9.
- REP Program
- Completed RERO course
- DAEC shutdown timeline – see attached
- Completed our REP plan to conversion to ESF Annex format. First in region to do so.
- Hazmat Team
- Next LEPC Meeting is set for November 14 @ 11 AM. DHS will be present to speak
- ARES
- Completed Field Day on Jun 23 – 24. Were able to display all capabilities we have without fail.
- Participated in Multi State Exercise “Black Swan” on 10/6-10/7. Objectives met.
- MRC
- Sam Jarvis, new EM Planner, now has this and is rolling with the work Jacob Riley had started.
- CERT
- CERT Course scheduled for 10/27. Rebuilding CERT team for Johnson County.
- HMEP Grant
- 1 attended Tech II in September.
- Planning – ESF 10 submitted to state after work by EHS Resource Group, Two Rivers making additional updates and corrections
- FY19 has been submitted to Feds – 3000 for Planning and 1200 for Training, No award as of today.
- I participated in the Emergency Services Youth Camp – IC Fire, IC Police, UI Police, JCAS and JCEMA. 7/9-7/10, 7/11-7/12 and 7/16-7/17. Taught sessions on wide area search and rescue
- Boondocks Festival, Tiffin - Worked with Tiffin, JCSO and JCAS on Incident Action Plan and Logistical Support for event. Provided staffing for the event.
- Jingle Cross – assisted with Weather Plan and monitoring of weather conditions for the event.
- Presented on Active Shooter Response at the Iowa Annual School Nurse Conference
- Coordinated and conducted series of conference calls related to flooding with community partners.
- Worked my first Johnson County EOC activation.
- Complete my first disaster related Damage Assessments.
- Tours and PR sessions completed, Kirkwood Community College and local Scouts both on site for tour & info Q& A.
- Participated in a Disaster and Poverty Exercise.
- Participated in a Pipeline Emergency Exercise conducted by Buckeye Terminal.
- Participated in a Hazard Vulnerability Assessment for Red Cross building
- Participated in an Amateur Radio Tabletop Exercise in Benton County focusing on multi-jurisdictional communication during disasters, primarily a DAEC release.
- Served as Exercise Evaluator for Mercy Iowa City Full Scale Exercise.
- Worked Johnson County Fair as our PR Campaign.
- Worked Ragbrai Day Shift.
- Committees –
- I sit on the newly formed Risk Management Committee

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- Iowa Watershed/Clear Creek Tech Team – conducting a series of outreach meetings in the communities.
- PrepWise – Project is closing soon however HSEMD would like to partner and is providing a grant for additional work to be done.
 - A. We will be presenting at the Governor’s Conference in the spring.
- Training –
- Completed another Active Shooter Response training to county employees.
- Plans to conduct a site specific training for JCAS and ME.

A. Completed

1. ICS 400 (as a refresher) Jun -12 –Jun 13
2. Countering Targeted Violence Jun 17
3. Sport Risk Mgmt. Jun 26 – 27
4. REP ARIO Course Jul 29 –Aug 4 in Anniston
5. EMPD Session 3 - Aug 9
6. JHAT Training – Aug 28
7. Disaster and Poverty Exercise – Sept 14
8. Buckeye Terminal Exercise – Sept 18
9. HSEMD Conference – Oct 4/Oct 5

B. Upcoming

1. HAZMAT Symposium – Nov 1
2. HSEP – Nov 9
3. All Hazards PIO Dec 3 – Dec 8

9. Director Report

- Over the summer I completed my year as Iowa EMA Association President in July 2018.
- Spoke at the ISAC Auditor’s affiliate meeting in Iowa City.
- Spoke at the Iowa School Nurse conference in Iowa City on Active Shooter response & the Stop the Bleed program.
- Attended Iowa’s first Trauma Conference in Des Moines which focused heavily on active shooter events nationwide.
- Provided over 1,000 improved first aid kits with tourniquets and/or stop the bleed kits throughout Johnson County to emergency responders. This program is also half way through providing stop the bleed kits for AED cabinets in local schools using a variety of grant funds (healthcare coalition funds etc. and by accessing GSA excess property).
- Participated in 3 stop the bleed training programs in the area, funded 7 stop the bleed training kits through grant funds and participated in active shooter response trainings over the summer.
- Hosted the 3 day grant funded “ASIM” active shooter incident management course.
- Working with HSEMD to contract in 1 additional offering on a weekend for the 2 day “ATIRC” active threat integrated response course for volunteer public safety personnel. This will be a train the trainer course.
- Provided the “active shooter incident response checklist” in both ap form & in laminated hard copy form to local LE agencies.
- Responded to 1 tornado in western Johnson County in October that caused no structural damage.
- Staffed 3 home football games and 4 other special events over the summer.
- Provided light towers and sign boards to RAGBRAI, Blues & BBQ, the special election and other local events.
- Repainted 2 generators and 2 trailer mounted HVAC units over the summer and fall.
- September and October were consumed with attempts to work with the USACE to avoid flooding (unsuccessfully) through a series of deviation requests and then spent much of October with Flash Flood and Riverine flood response and recovery (ongoing)
- The dive team is now in the final stages of a formal agreement with IATF-1 Cedar Rapids Division to provide the use of our Dive Team and members as part of their capability in exchange for additional grant funding for the team in the amount of \$25,000.00 for additional equipment. These funds and equipment items have been purchased.

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- The team had four responses over the summer including one to Black Hawk and two for Linn County plus one local response.
 - The team now has 13 members, most of whom are local agency employees.
 - The position specific Public Information Officer Course is going forward here the first full week of December in the EOC. It was rescheduled from earlier this year due to low enrollment.
 - The ASPCA slack water course was well attended with over 24 responders taking the course
 - Several boats were repaired over the summer for a variety of issues as was Hazmat 1, the Bomb Truck and Trailer and the one ton.
 - The draft SOP/SOG for countywide drone operations is in the packet for comment. We did receive our FAA COA waiver for use countywide with any agency that has a drone such as Coralville Fire or others to operate under.
 - Attended various other meetings, media interviews and the Iowa City TV story on the flood response.
 - The bylaws updates and procurement policy updates are done and available for action.
 - Still awaiting word from United Way on an MOU with the COAD and Go Fund Me.
 - The financial report is a separate handout this month.
 - The Crisis Track software was used during the flood/flash flood response and a few minor import issues between the local GIS data set and the Crisis Track software came up that were quickly resolved.
 - The 2018 HSEMD conference was held here at the IMU the week of our flash flood and focused on the response to the 2008 storms on the 10 year anniversary.
 - The USACE has notified me that the local operation has set aside ½ the remaining needed money to update the 1993 regulation plan in its upcoming FY and intends to set aside the balance of the needed funds in their next FY to complete that update.
10. Old Business:
- Discussion on COA waiver and next steps for UAV. Draft EOP was shared and noted price drops were mentioned.
11. New Business:
- Commission in agreement on seeking an EMA owned and operated Multi unit garage across the street on land to be obtained by Johnson County from the National Guard.
12. Budget discussion regarding FY20 budget development Budget for above noted garage. Director reported cash on hand and JECC payments.
13. Motion to adjourn by Terry Donahue, Second by Greg Morris, All Ayes