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March 8th, 2011

The Johnson County Emergency Management Commission met in **special** session on **Monday, the 28th of February, 2011 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. Agenda is posted at least 24 hrs in advance of all meetings both on the JECC-EMA Website, the Johnson County Website and at the Public Entrance to the JECC Building. This is the final public hearing on the proposed budget for the upcoming FY budget.

In attendance were: Luke Hruby- Tiffin Representative
Don Saxton- Oxford Mayor (Commission Chair)
Scott Grabe- Swisher Mayor
Rod Sullivan- Board of Supervisors
John Grier- Iowa City Alternate Representative
Dave Stannard- Coralville Representative
Louise From- University Heights Mayor
Eric Vandewater- North Liberty Representative
Lonny Pulkrabek- Johnson County Sheriff
Terrence Neuzil- Board of Supervisors Alternate
Dave Wilson- EMA Coordinator

February 28th, 2011 Johnson County EMA Commission Meeting Minutes

1. Call to order by chairperson at 7:00 p.m.
2. Amend, correct or approve previous meeting minutes or this agenda.
 - Motion to accept previous meeting minutes as drafted, by Rod, Second by Luke, All Ayes- Approved.
3. Comments from the Public.
 - No Comments from the Public in attendance.
4. Open public hearing on the upcoming FY12 EMA Commission Budget.
 - No Comments from the Public in attendance.
5. Close public hearing on the upcoming FY12 EMA Commission Budget.
6. Action on the FY12 EMA Commission Budget.
 - This is the same budget that the Commission has been discussing and had the rural sirens and NOAA radio project added to at their request. The public notice ran in the Press Citizen as required by Code and it was emailed out again last week for everyone to review. Needs action to adopt the proposed budget for the next FY. Move to approve, Motion, by Scott, Second by Luke, All Ayes- Approved for adoption the proposed FY upcoming budget.
7. Topics from the Commission.
 - Rod asked about tornado siren project. We would look to place the first siren by the Iowa Mennonite School in the first year likely in July 2011 and the second siren by Camp Iodiseca near Shueyville the second year. The County Board of Supervisors would fund half the cost for the siren this year and the other half would come from the disaster reserve fund. Each would put fourth \$11,000 per siren. Additional sirens would be added as County funding becomes available and would rotate south, north, and repeat.
8. Communications Center Updates.
 - The hard copy of the JECC annual report was passed around. Copies were also mailed to Board of Supervisors, and Mayors by JECC.



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- Union negotiations are complete now. It will have to go before the policy board for action.
 - Gary Albrecht started as new JECC Director on 01/03/2011.
 - Change over for radio installs is nearing completion. The Sheriff's Office needs to be finished. March 15th should be the completion date of all the installs and cut over to the P25 system entirely.
9. Haz Mat Team Report and Updates.
- February training was on RAE System detectors and monitors.
 - We demo'd the hazmat radio communication interfaces. Old system is 8 years old and no longer supported by vendor. The low bid was just under \$1,000 per unit.
 - Tiffin/Oxford FD refresher class was held on January 3rd and has been submitted to state for reimbursement.
 - Swisher FD refresher class was held on January 20th and has been submitted to state for reimbursement.
 - Coralville FD Ops class was held on February 27th and has been submitted to state for reimbursement.
10. Planner Report.
- BJ attended a Rad/Nuc Hazmat Technician Class in Mercury, Nevada.
 - Heyl Trucking bill has been turned over to the County Attorney's Office.
 - Attended IMCC table top exercise involving a chlorine spill incident. Next table exercise will be on March 30th with outside first responder agencies.
 - There has been a substantial increase in Iowa City residents signing up for CodeRed since it was printed on their water bills.
 - Commodity Flow Rail/Pipeline study should be complete by the end of March.
 - LEPC Mtg. will be on March 22nd at 10:00 AM in the JIC Conf. Room.
11. Coordinator Report.
- Blizzard response after action meeting was held at the JECC on February 8th. There were some areas for improvement regarding getting Secondary Roads to respond after hours when people are trapped in vehicles and deputies stuck in their patrol cars or EMS and Fire can't get to a call or have delayed responses due to impassable County Roads. Some goals that came out of the meeting for performance improvement were to modify the county snow ordinance and make it a snow policy. A couple changes under category B which declares an emergency were to change the language by adding JECC, Secondary Roads, and EMA along with the Sheriff's office for notifying them. Under disaster it talks about the governor's office. Since Iowa is a home rule state the governor's office does not have any authority unless there is a civil disorder. If there is a local disaster declaration signed by the board EMA can mission task. The second thing that we are working on is putting together a county assistance team and there are 2 levels to that. It is currently in draft form now and would be an attachment to Emergency Support Function 3 Public Works & Engineering. If the National Weather Service would issue an ice storm warning, blizzard warning, freezing rain warning or heavy snow warning we would implement a level 1 which means Secondary Roads staff would take home plows 1 up north and 1 down south to immediately respond to calls. A level 2 would be if we just can't get around have 2 additional staff at Secondary Roads with vehicles co locating with JC Ambulance. If Sheriff's Office can't get around they would also be co located with Secondary Roads trucks. This would be similar to the State's Highway Assistance Team. Formal action by the Board of Supervisors and Secondary Roads will be within the next couple of months.



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12. R52 Replacement Project Report.
 - After the negotiations were completed with Alexis on the rescue truck we added and delete items to it. The list of changes and costs for those was passed around. The most costly item was to add a second generator which will cost \$16,204.00. The final price will be \$172,152.00 which is well under the budgeted amount of \$176,000.00 and we will take delivery of truck on October 15th, 2011. There will be 2 payments of \$86,589.00 (which is now being made) and \$85,563.00 (which is paid on delivery). The chassis has a 3 year / 36,000 mile bumper to bumper warranty and the box has a 20 year warranty. Andy Chappell at the County Attorney's Office, was sent the contract for review at the suggestion of Rod.
13. Monthly Financial Report.
 - There were 4 JECC bills to Harris for \$812,585.14. There is 1 remaining bill left to pay to Harris.
 - Cash on hand as of 2-28-11 is \$244,400.00.
 - Motion to accept the report. Motion by Rod, Second by Dave Stannard, All Ayes-Approved.
14. Next EMA Commission Meeting.
 - Next EMA Commission Meeting will be on Wednesday, March 30th at 7:00PM. Motion to change meeting date from March 23rd to March 30th due to ISAC, Motion by Luke, Second by Lonny, All Ayes-Approved.
15. Adjourn.
 - Motion to Adjourn. Motion, by Dave Stannard Second by Luke, All Ayes-Approved.