

Woodbury County Emergency Management Commission

Meeting Minutes

2-25-2015

6:30pm

The Security Institute
Western Iowa Tech College Campus
4647 Stone Avenue
Sioux City, IA

Sheriff Dave Drew called the meeting to order at 6:33pm.

Sheriff Drew announced there would be a sign-in sheet passed around.

Sheriff Drew requested a motion from the Commission for approval of the agenda. Motion was made by Scott Mitchell. Rick Schorg seconded the motion. All were in favor.

Jim Kelsheimer made a motion to approve the minutes of the previous meeting. Charlie Thorpe advised a correction on his last name was needed. The minutes will be revised. Gary Merkel seconded the motion with the correction. All were in favor.

Sheriff Drew opened the public meeting for the FY16 Budget for the Woodbury County Emergency Management Commission. There were no questions or concern at this time. The public meeting remained open.

Gary Brown provided the commission information on the Emergency Management Performance Grant (EMPG). It is a federal grant that is passed to the state of Iowa and the local emergency management receives a percentage of those funds. The calculations currently are based on a state formula that is based on whether the coordinator for that county is full-time or part-time, and population. In addition to these requirements there is also a training and exercise component. The top 10 largest counties by population are capped at \$39,000.00. Gary also cautioned that this funding and how the state selects to expedite and divides the funding could possibly change at any time.

The calculations that the state currently uses will be changing. This has been a long time coming and the commission should be aware that the current formula is not fair to the largest counties. With the new formula will be based on performance; the more work you do will impact on the funding the Commission would receive. Woodbury County has historically used these funds for wages and benefits of Gary's wages and this is done so by selecting specific projects for the grant period.

Gary advised that these funds are normally delayed up to a year; as the application process for 2015 EMPG is just now opened and is due on March 13th. For example, the federal fiscal year; we are currently in the second quarter of performance.

Gary shared with the Commission the projects selected for the 2015 EMPG Grant are; Revise Three of the ESFs and ESF 10, CF Industries, Alert Iowa and Public Outreach.

Next on the agenda was the 2015 Community Emergency Response Team Grant (CERT). Gary explained to the Commission this grant is for \$5,000.00. It is also a federal grant passed down through the state. For several years now this program has been offered through efforts with Sioux City Police Department-Volunteers in Policing as a way to properly manage the citizens that are willing to volunteer. They are taught basic first aid, CPR, basic fire safety, hot and cold emergencies. Our CERT Team has been a very positive program and the Team has been used on multiple occasions. Just this week we held graduation for this year's class. The expenses pay for some office supplies and any training expenses associated with the program.

Sheriff Drew requested a check of the time remaining for the Public Hearing and approximately five minutes remained.

Gray Brown discussed the EMPG projects starting with Revise Three of the ESFs and ESF 10 project involves reviewing three ESF positions annually. Currently there are 15 ESF positions that define the emergency operations center staff that would respond during an event or disaster. The EFS positions may be staffed by local, county, state and federal government staff, hospital representatives, Public Health; pending on their area of expertise. The ESF positions are continually being reviewed and then trained by the Emergency Management Operations Team. The position of ESF 10 is Hazardous Material and requires an annual review and that is completed with the assistance of Jim Clark, Sioux City Fire Department.

Gary shared that the next project included in the 2015 EMPG is CF Industries. He has been working with the CF Planning Team and will continue to assist with the planned expansion. The CF Planning Team with the help of many area agencies and departments they are focused on maintaining a safe environment for the county and surrounding communities by proactive emergency planning, addressing issues such as the influx of laborers, shortage of housing and concerns with public safety and meeting their equipment and training needs.

The next project for 2015 EMPG is Public Out Reach; Gary provide examples the groups he has been asked to meet one on one to review their emergency plans, complete on site visits or provide information on a particular situation that may have arisen. He regularly will speak to area groups of all ages and sizes such as; retirement facilities, colleges, private organizations & businesses, emergency responders to share information on severe weather, disaster preparedness, the communication system and possible training opportunities.

Gary shared that the largest project of the four is Alert Iowa. This project is a tool that is available to all the counties within Iowa and currently there are several counties at the similar planning stages as Woodbury County. This tool will be for public information announcements and individuals can select

which alerts they would like to receive Severe Weather Alerts, Amber Alerts etc. and how those messages will be received. For example; land line, cell phones, emails, and social media. The system uses Iowa Public Awareness Warning System (IPAWS) and has the capacity to allow law enforcement and emergency officials to have the ability to force alerts to all cellphones in a preselected area which can be done by using a touchscreen and based on the cellular providers. The main benefit would be for those not registered however, traveling on I29 all allowed cellphone users would get the signal weather no matter where they are from. The preliminary meetings have been held and the required documents have been signed. Currently, Jim Clark and Gary have been working on the website design and format. This project is targeted to roll out in April. Once Iowa Alert is up and running individual groups such as local fire departments and rescue squads can use this system as well to their squads or communities. The Iowa Alert is compatible with the Communication Center's CAD system. Jon Winkle said this would be a very effective tool for the area and much like the Long Lines Link but, on steroids. There is no expense to the counties to use Iowa Alert however; the state is supporting it at \$400,000.00 annually. The longevity of this program will be reflective of the users and many counties are encouraged to become more familiar and several are implementing at this time.

Jon Winkle stated that Alert Iowa is a great system much like Long Lines Link but, on steroids. He continued by saying things may have started off a little rough. He wanted to share with the Commission that Gary Brown has worked with everyone including him, to get to this point.

Gary Brown shared the plan to assist the new EMA Coordinator by getting duplicates of all the written documents. Gary and Jim Clark are working together to have a schedule to help the new EMA Coordinator get up to speed. Gary explained that they plan on working with the new Coordinator Mondays and Wednesdays to provide new information. Beginning with the administrative piece early on and Friday mornings for review and refresh of that week's progress and revisit as needed. Gary stated to the Commission that he would recommend the Commission consider allowing the new Coordinator to attend the statewide EMA Conference held annually in May. All of the coordinators from the state normally attend and share good information and participate in the training. Also, there is a state Orientation Program that is held in Des Moines and that is recommended as well. At this point Gary has been forwarding all emails that contain pertinent information, newsletters and trainings to a general EOC email. So, once the new Coordinator is in place they will have a collection of information to start from.

Sheriff Drew asked for a motion to close the public meeting and vote on the FY16 Emergency Management Commission Budget. Matthew Ung made the motion to close the public forum and take a vote on the FY16 Emergency Management Budget. John Winkle seconded the vote. Sheriff Drew proceeded to do vote by roll call.

Matthew Ung	Woodbury County Board of Supervisors	Yes
Rick Schorg	City of Lawton	Yes
Jim Fisher	City of Merville	Yes
Gary Merkel	City of Cushing	Yes

Jim Kelsheimer	City of Anthon	Yes
Jon Winkel	City of Sergeant Bluff	Yes
Scott Mitchell	City of Hornick	Yes
Charlie Thrope	City of XXX	Yes
Dave Drew	Woodbury County, Sheriff	Yes

Sheriff Drew requested a motion to proceed and execute the application and award of 2015 EMPG and 2015 CERT Grant and approve both Gary Brown as the Authorized Representative and Dawn Zahnley as the Alternate Designated Representative. It was advised that the two grants be done independently.

Scott Mitchell made the motion to proceed and execute the application and award of 2015 EMPG Grant and approve both Gary Brown as the Authorized Representative and Dawn Zahnley as the Alternate Designated Representative. Charlie Thorpe seconded the motion. All were in favor.

Sheriff Drew requested a motion to proceed and execute the application and award of 2015 CERT Grant and approve both Gary Brown as the Authorized Representative and Dawn Zahnley as the Alternate Designated Representative.

Jim Fisher made the motion to proceed and execute the application and award of 2015 CERT Grant and approve both Gary Brown as the Authorized Representative and Dawn Zahnley as the Alternate Designated Representative. Charlie Thorpe seconded the motion. All were in favor.

Sheriff Drew asked if there was any new business for the Commission. No new business.

Jon Winkel spoke to the Commission that he didn't have any new business but, that he had attended the County 911 Meeting and spoke with Dave Amick and many of the Fire Chiefs and it is critical to EMS out in the county to have a second person Monday through Friday from 8am-5pm with the normal staffing of one duty officer 24/7.

Gary Brown mentioned Strategic Planning and System Standards are projects that have been completed and some of the information may be beneficial and he has a contact at the University of Iowa that that would possibly be willing to help to go through the information. Also, encourage the younger folks on new ideas, possibilities and vision. It would be a good opportunity to share volunteer based squad's best practices, set some long term goals. Woodbury County is not alone with this issue it is a nationwide problem. The issues fluctuate between towns over time, those that are doing well and those that may be struggling.

Jon Winkel added without volunteers; to provide this service out in the county would be very expensive. The Woodbury County Board of Supervisors is very supportive on the topic of EMS.

Sheriff Drew asked if there were any other concerns or input. There were none.

The applications for the new Coordinator position are due to HR Department by February 23rd. The Executive Committee will review the candidates and advise the Commission of the applicants in the interview process and forward the information out to the Commission members. Everyone is welcome to participate in the hiring process. The Commission will need to meet and vote on the final hire candidate for the position.

Sheriff Drew shared his appreciation for Gary Brown and Dawn Zahnley. He also complimented the mayors that their communities were well represented and they don't hear that enough. He thanked all for attending and working through this transition.

The next meeting will be March 25th for interviews.

Bob Scott made a motion to adjourn the meeting. Rick Schorg seconded the motion. All were in favor.