

REGION IV Hazardous Materials Response Commission (HMRC) AGENDA

Wednesday, April 27, 2022 @ 1:00 pm

ON-SITE: The Security Institute at WITCC, Lower Level

- I. Call to Order by Craig Anderson, Commission Chair
- II. Welcome and Introduction of Members and Guests
- III. Approve Agenda (**Approval Item**)
- IV. Approve April 28, 2021 Commission Minutes (**Approval Item**)
- V. Officer Elections (**Approval Item**)
 - a. Current Chair – Craig Anderson, Plymouth County Board of Supervisors
 - b. Current Vice Chair – Vince Phillips, Monona County Board of Supervisors
- VI. LEPC Membership review and discussion **Handouts provided**
- VII. Update of Region IV Local Emergency Planning Committee (LEPC) Activities
Handouts provided
 - a. FY21 Review (October 1, 2020 – Sep 30, 2021)
 - b. Completed training & exercises for FY22 (October 1, 2021 – Sep 30, 2022)
 - c. FY23 Pre-Award Overview
- VIII. Additional Comments
- IX. Set date for next meeting
- X. Adjourn

REGION IV Hazardous Materials Response Commission (HMRC) MINUTES

Wednesday, April 28, 2021 @ 1:00 pm

ON-SITE: The Security Institute at WITCC, Lower Level

- I. Call to Order by Craig Anderson, Commission Chair
- II. Welcome and Introduction of Members and Guests

Introduction made of Vince Phillips, chosen by Monona County to fill vacancy left by the passing of committee member Mike Collison.

In attendance:

Craig Anderson, Plymouth County, Commission Chair
Duane Mummert, Cherokee County, Vice Chair
Vince Phillips, Monona County
Ed Sohm, Ida County EMA
Justin Pritts, Cherokee County EMA
Patrick Prorok, Monona County EMA
Becca Socknot, Woodbury County EMA (Intermittent due to meeting conflict)
Duane Walhof, Plymouth County EMA
Gary Brown, Woodbury County Emergency Services
Don Fiser, Quimby Volunteer FD, Cherokee County representative
Dawn Kimmel, SIMPCO, HMRC/LEPC Facilitator

Via Zoom:

David Schipper, Le Mars Fire Rescue, Plymouth County

III. Approve Agenda (**Approval Item**)

Correction stated that current Vice Chair is Duane Mummert as chosen at the 2020 Commission Meeting. Correction noted at time of nominations for Officers.

No further discussion. Motion: DM 2nd: VP All in favor. Motion carried.

IV. Approve April 15, 2020 Commission Minutes (**Approval Item**)

No discussion.

Motion: VP 2nd: DM All in favor. Motion carried.

V. Officer Elections (**Approval Item**)

- a. Current Chair – Craig Anderson, Plymouth County Board of Supervisors
- b. Current Vice Chair – ~~vacant~~ Duane Mummert, Cherokee County Board of Supervisors

Nomination entered to retain existing representation for Chair and Vice Chair.

Motion to approve retention of current Chair CAnderson made by DM, 2nd: VP. All in favor. Motion carried.

Motion to approve retention of current Vice Chair DMummert made by VP, 2nd: CA. All in favor. Motion carried.

VI. Haz Mat Response Contract Review and Discussion (~~Approval Item~~)

Approval determined to be not necessary. Discussion regarding applicability of scheduled per capita billing rates based on currently available census data. Clarifying that date in contract refers to most recent census numbers as available. Numbers from 2020 Census were not available when payment was budgeted for the 2021 and 2022 fiscal years. Therefore, most recently available data is used in planning the next immediate fiscal year. Request for documentation of discussion hereby included for reference within the minutes of this meeting on April 28, 2021 and will apply to such future dates using the same data source(s).

VII. Update of Region IV Local Emergency Planning Committee (LEPC) Activities

- a. FY20 Review (October 1, 2019 – Sep 30, 2020). Full review of completed 2020 planning year items provided in handout included dollar amounts carried into 2021 planning year for completion. Discussion included review of full-scale exercise held in Ida County.
- b. Completed training & exercises for FY21 (October 1, 2020 – Sep 30, 2021). Review of completed and planned projects for the current fiscal as listed in handout. Included discussion of Extended Corridor Study and potential for contracting with third party training company Blue Cell. Facilitator committed to providing link to Blue Cell for reference. EMAs interested in purchasing package with scenario plans that can be used multiple times with minimal modifications necessary. Preferred package would include table top exercises. Discussion will continue on potential for large scale exercise with all counties participating where Blue Cell will formulate, conduct, and assess a training exercise. Benefit of third party administration is that EMA and other team leads respond without advance knowledge of training components and non-participant, professional assessment and evaluation.

Communication of quote and described services is included with the sending of these minutes (labeled: **Exercise 2020**).

Contact info as shown:

Patrick D. Gerdes, NREMT, EMSI, COML/COMT

6315 Blue Spruce Ct.

Black Hawk, SD 57718

402-217-7628

<https://thebluecell.com/index.html>

<https://thenimsstore.com/>

- c. **FY22 Pre-Award Overview.** Outline of planned funding for the 2022 planning year provided. While budget did not include planned projects, it is noted that Special Project Funds are expected to be available if deemed necessary to expand training opportunities.

VIII. **Additional Comments.** No items brought forward for further discussion.

IX. **Set date for next meeting.** Set for April 27, 2022.

X. **Adjourn**

Allocated	Yr paid out >>		2020	2021
	project			
FFY 2020	Ops Refresher		\$770.50	-
FFY 2020	Ops Refresher		\$658.80	-
FFY 2020	Ops Refresher		\$793.25	-
FFY 2020	Ops Refresher		\$519.50	-
FFY 2020	Ops Refresher		\$730.90	-
FFY 2020	Ops Refresher		\$705.60	-
FFY 2020	Ops Refresher		\$792.50	-
FFY 2020	Ops Refresher		\$808.30	-
FFY 2020	Ops Refresher		\$1,715.20	-
FFY 2020	Ops Refresher		\$468.50	-
FFY 2020	Ops Refresher		\$730.30	-
FFY 2020	Ops Refresher		-	\$476.80
FFY 2020	HazMatIQ/ToxMedic		-	\$5,950.00
FFY 2020	Full-scale exercise (Chk)		-	\$4,000.00
FFY 2020	Full Ops		-	\$1,146.49
FFY 2020	ArcGIS User cert		-	\$800.00
FFY 2020	Ext Corridor Study			\$34,000.00
			\$8,693.35	\$46,373.29

total Fed allocation \$56,076
 total expended **\$55,067**
 returned **\$1,009**

Allocated	Yr paid out >>		2020	2021
	project			
FFY 2021	Ops Refresher		-	\$422.60
FFY 2021	Ops Refresher		-	\$631.60
FFY 2021	Ops Refresher		-	\$658.80
FFY 2021	Ops Refresher		-	\$932.30
FFY 2021	Ops Refresher		-	\$642.20
FFY 2021	Ops Refresher		-	\$891.00
FFY 2021	Ops Refresher		-	\$574.80
FFY 2021	Ops Refresher		-	\$413.40
FFY 2021	Ops Refresher		-	\$546.70
FFY 2021	Ops Refresher		-	\$722.90
FFY 2021	Ops Refresher		-	\$644.70
FFY 2021	Ops Refresher		-	\$571.20
FFY 2021	Ops Refresher		-	\$635.00
FFY 2021	Ops Refresher		-	\$895.20
FFY 2021	Full-scale exercise (Chk balance)		-	\$1,912.60
FFY 2021	Full-scale exercise (Monona)		-	\$6,273.16
FFY 2021	HazMat IQ/Tox-Medic		-	\$5,950.00
FFY 2021	Full Ops		-	\$82.41
				\$23,400.57

total Fed allocation \$32,950.00
 total expended **\$23,400.57**
 returned **\$9,549.43**

LEPC-Region 4
 REVENUE AND EXPENDITURE REPORT
 HAZMAT CONTRACT AND ADMINISTRATION
 October 1, 2021 - March 31, 2022

REVENUES:	Budget	Hazmat Services Actual	Administration Actual	Total	Budget %
Counties - Hazmat Services	73,262.00	36,631.00	-	36,631.00	50.00%
Counties - Administration	3,500.00	-	3,500.00	3,500.00	100.00%
Total Revenues	76,762.00	36,631.00	3,500.00	40,131.00	52.28%
EXPENDITURES:					
Contract: Hazmat Services (Sioux City)	73,262.00	36,631.00	-	36,631.00	50.00%
Administration: SIMPCO	3,500.00	-	1,712.00	1,712.00	48.91%
Total Expenditures	76,762.00	36,631.00	1,712.00	38,343.00	49.95%
Revenues Over Expenditures	-	-	1,788.00	1,788.00	

FY 22 (Oct 1 2021 - Sep 30 2022)

		\$1.00 @				
Hazmat Services	2020 Census	2020 Census + \$700 Admin	Fall 2021	Spring 2022	Totals	
Cherokee County	11,658	12,358.00	6,529.00	5,829.00	12,358	
Ida County	7,005	7,705.00	4,202.50	3,502.50	7,705	
Monona County	8,751	9,451.00	5,075.50	4,375.50	9,451	
Plymouth County	25,698	26,398.00	13,549.00	12,849.00	26,398	
Woodbury County	20,150	20,850.00	10,775.00	10,075.00	20,850	
Total	73,262	76,762.00	40,131.00	36,631.00	76,762	

FFY 2022 Training Classes			Item VII.c - FY 22 thru Q2
Cherokee County			
Date	Class Name	Location	Cost
03/07/22	Ops Refresher	Aurelia	616.32
03/09/22	Ops Refresher	Cherokee	693.20
03/21/22	Ops Refresher	Marcus	
03/16/22	Ops Refresher	Quimby	
Ida County			
Date	Class Name	Location	Cost
01/18/22	Ops Refresher	Battle Creek	
	Ops Refresher	Holstein	
	Ops Refresher	Ida Grove	
Monona County			
Date	Class Name	Location	Cost
02/28/22	Ops Refresher	Onawa	1,015.00
02/08/22	Ops Refresher	Ute	618.80
02/01/22	Ops Refresher	Mapleton	566.00
Plymouth County			
Date	Class Name	Location	Cost
03/16/22	Ops Refresher	Akron	
03/08/22	Ops Refresher	Remsen	672.40
03/21/22	Ops Refresher	Oyens	
05/11/22	Ops Refresher	Le Mars	
	Ops Refresher	Kingsley	
Woodbury County			
Date	Class Name	Location	Cost
02/24/22	Ops Refresher	Correctionville	379.50
03/31/22	Ops Refresher	Danbury	
Additional Training			
Date	Exercise	Location	Cost
	HazMatIQ session 1 refresher		5,950.00
	HazMatIQ session 2 refresher		
	Full HazMatIQ		
	Full Operations	Monona Co EMT School	
01/15/22	ToxMedic	LeMars	5,950.00
FFY 2022 Planning Exercises			
Date	Exercise	Location	Cost
April	Full Scale	Sergeant Bluff, Woodbury Co.	0.00
	Full Scale	Le Mars, Plymouth Co.	
BALANCE SHEET 2022 FUNDS			
	(in-kind) Training Operations Refresher Award		17,500.00
	due date: June 30, 2022		4,561.22
			12,938.78
	[in-kind required for this line item] Training Operations Award		1,500.00
	due date: June 30, 2022		5,950.00
			-4,450.00
	[in-kind required for this line item] 2 @Training HazMat IQ &/or ToxMedic Award		11,900.00
	due date: June 30, 2022		5,950.00
			5,950.00
	Planning Exercises Award - 2 Full-scale HazMat Exercises		8,000.00
	due date: June 30, 2022		0.00
			8,000.00
	Planning Project(s) Award - GIS Mapping Ap - <i>hosting costs & minimal maintenance</i>		2,860.00
	due date: June 30, 2022		0.00
			2,860.00
	Total FFY 2022 Award		41,760.00
	Expended Funds for FFY 2022 Planning Year		16,461.22
	TOTAL REMAINING FUNDS		25,298.78

FFY 2023 Training Classes

Cherokee County			
<u>Date</u>	<u>Class Name</u>	<u>Location</u>	<u>Cost</u>
	Ops Refresher	Aurelia	
	Ops Refresher	Cherokee	
	Ops Refresher	Marcus	
	Ops Refresher	Quimby	
Ida County			
<u>Date</u>	<u>Class Name</u>	<u>Location</u>	<u>Cost</u>
	Ops Refresher	Battle Creek	
	Ops Refresher	Holstein	
	Ops Refresher	Ida Grove	
Monona County			
<u>Date</u>	<u>Class Name</u>	<u>Location</u>	<u>Cost</u>
	Ops Refresher	Onawa	
	Ops Refresher	Ute	
	Ops Refresher	Mapleton	
Plymouth County			
<u>Date</u>	<u>Class Name</u>	<u>Location</u>	<u>Cost</u>
	Ops Refresher	Akron	
	Ops Refresher	Remsen	
	Ops Refresher	Oyens	
	Ops Refresher	Le Mars	
	Ops Refresher	Kingsley	
Woodbury County			
<u>Date</u>	<u>Class Name</u>	<u>Location</u>	<u>Cost</u>
	Ops Refresher	Correctionville	
	Ops Refresher	Danbury	
Additional Training			
<u>Date</u>	<u>Exercise</u>	<u>Location</u>	<u>Cost</u>
	Fed Resources Trng	2 HazMatIQ sessions	
	(Choose 1)	Full HazMatIQ	
		ToxMedic	
FFY 2022 Planning Exercises			
<u>Date</u>	<u>Exercise</u>	<u>Location</u>	<u>Cost</u>
	Full Scale		0.00
	Full Scale		
BALANCE SHEET 2023 FUNDS			
	Training Operations Refresher Award		12,600.00
	due date: June 30, 2023		0.00
			12,600.00
	[in-kind required for this line item] Training HazMat IQ &/or ToxMedic Award		5,950.00
	due date: June 30, 2023		0.00
	(note: 18.85% @ \$1487.50 in-kind required for this line item)		5,950.00
	Planning Exercises Award - 2 Full-scale HazMat Exercises		6,600.00
	due date: June 30, 2023		0.00
			6,600.00
	Planning Project(s) Award - GIS Mapping Ap - <i>hosting costs & minimal maintenance</i>		1,150.00
	due date: June 30, 2023		0.00
			1,150.00
	Planning Project(s) Award - regional training op; EMA systems & tech in pract. TBD		0.00
	due date: June 30, 2023		0.00
			0.00
	Total FFY 2022 Award		26,300.00
	Expended Funds for FFY 2023 Planning Year		0.00
			TOTAL REMAINING FUNDS
			26,300.00