

Marion County Emergency Management Commission Minutes
February 5, 2015 at 7:00 pm
Marion County Courthouse

1. Chair VanNess called the Marion County Emergency Management Commission meeting to order at 6:54 p.m.

2. Secretary Pettyjohn took a verbal roll call and the following members were in attendance:

City of Bussey	Larry Pinegar
City of Hamilton	Absent
City of Harvey	Absent
City of Knoxville	Brian Hatch
City of Marysville	Corey Bakalar
City of Melcher Dallas	Terry Fisher
City of Pella	Dan VanderBeek
City of Pleasantville	Bill Moore
City of Swan	Absent
Marion County BOS	Mark Raymie
Marion County Sheriff	Jason Sandholdt
<i>Also present</i>	
Indiana Township Fire Department	Mike Legvold
Knoxville Fire Department	Jim Mitchell
Knoxville Rural Fire Department	Kenny Thompson
Marion County EMA	Jeff Anderson
Marion County Sheriff's Office	Martha Dykstra
Pella Police Department	Robert Bokinsky
Pella PD/E911 Com. Chair	Marcia Slycord
Pleasantville Emergency Services	Jordan VanNess
Pleasantville Police Department	Joe Mrstik
Secretary/EMA Assistant	Kim Pettyjohn

3. Approval of the Minutes:

- ❖ On a motion by the City of Pella, and a second by the City of Marysville, the agenda for regular session February 5, 2015 was approved unanimously.
- ❖ On a motion by the City of Pella and a second by the City of Marysville, the consent agenda for regular session minutes for January 12, 2015 was approved unanimously.

4. Public Hearings:

The public hearing was opened and with no comments from the public there was a motion from the City of Pella and a second by City of Marysville to close the public hearing. The vote was unanimous.

5. Resolutions:

Approve/Deny Resolution 15/01 to consider adoption of the Marion County Emergency Management Commission budget for fiscal year beginning July 1, 2105 and ending June 30, 2016 per Iowa Code 29C.17.

Coordinator Anderson advised the budget was done differently this year to give an explanation of each line to make it as clear as possible prior to the meeting being held. Chair Van Ness advised there was a typo in a line item on the state form under other. It states HMGP and it should be HMEP, the amount remains the same. Sheriff Sandholdt asked if there needed to be more discussion in regards to the HazMat team. Chair VanNess said a lot of it was discussion needed on forms and he asked how much is allotted towards HazMat. Coordinator Anderson advised HazMat has been given \$50,000 each year for the last 3 years and it is 100% tax money through the General Supplemental Levy through the BOS. Homeland Security Grant money was received 2 years ago, but there was no local match so it didn't affect the budget. BOS Raymie asked if that \$50,000 is a set amount or is it at the discretion of the BOS? Anderson advised it is at the discretion of the BOS and the EMA Commission. BOS Raymie explained to the commission how this line item was decided upon after receiving a six figure annual rental amount from the Jasper County HazMat team to use their equipment with our personnel. Raymie advised when speaking about the other operational issues have those discussions as the BOS is starting their budget hearings and will need to know right away if that line item figure needs changed. The commission needs to decide if that \$50,000 is still an adequate amount or if they feel like HazMat should be given less or more. Sheriff Sandholdt heard many things at the last meeting, including the proposal from Des Moines and liability issues. Raymie advised right now the \$50,000 is HazMat's source of funding and if someone messes up on HazMat it's not going to come back on the city's, it's going to come back on Marion County, so that is ultimately where liability would lie, until a time that the cities are not a united HazMat team. Fire Chief Mitchell advised he disagrees with that and that Iowa Code states that the Fire Chief of the jurisdiction has the ultimate liability so if he asks to activate the HazMat team the overall liability would be Mayor Hatch and himself. Raymie advised there are two different types of liability as support of HazMat and overall the liability would end up lying with the county. Chair VanNess discussed workers compensation and how it affects each of the departments and his concern is that if it's an all volunteer department and they get paid up to a certain point it changes the way it works. It can cause issues for the individual city, they will have to carry more for workers compensation for their department and if there is an injury rates go up and he just wants cities to be aware of that. Mayor Hatch requested to know what was done before Marion County had its own HazMat team. Anderson advised that the county contracted with the City of Des Moines. That agreement was cancelled about 2 years ago when Des Moines could not buy their own workers compensation for their department and requested the 8 surrounding counties they contracted with to pay \$25,000 in cash a piece so that they could self-insure their workers compensation. Anderson was instructed to seek outside council to look at the contract and the amendment proposed. They came back and said absolutely do not sign the contract as Marion County would accept 100% of all liability. A recommendation was then made to opt out of the contract with Des Moines and conversations were then started with other HazMat teams. A meeting was had with Newton HazMat but they also had a proposal that would end up being 3 times as much as what the county was already paying Des Moines. Anderson advised if the budget is approved at \$50,000 we are exceeding what we paid Des Moines, but wasn't measured with the \$17,000 to Des Moines is the liability. Sheriff Sandholdt asked is there an amount where it would be worth it to us go with Des Moines? Raymie advised their proposal was open ended and we would have to have an answer to that and they could not do that and it was the same with Newton. Sheriff Sandholdt then asked if with the Chair's connection to Des Moines, could that question be asked again? Raymie advised that is the Commission's decision and their right to do that. Chief Mitchell asked if the budget is accepted can it be amended at a

later time and Raymie advised that it can be. City of Marysville Rep Bakalar questioned that \$126,753 has already been spent, but the budget is \$50,000? Anderson advised we are never going to have enough money to allow us to achieve the same level or response capability that Des Moines has and that the members only have so many hours to contribute to it. He advised what he looks at is that it's risk based, what is the highest probability of a call, what's type of call is it going to be and how do we address the hazards. We are trying to maximize our resources and our money and make it go as far as we can. Raymie advised it the Commission would like to say that they need less that can be done. Bakalar asked if any of the money has been recouped? The last large reimbursement was from the City of Bussey on the bus barn. There were a few minor events that resulted in incarceration but no recoupment. Sheriff Sandholdt asked if there was in issue in Knoxville would the city have to pay the Commission, or what was the issue that Bussey had to repay. Anderson and Bakalar explained the specific issue and why it was repaid the way it was. Chair VanNess entertained a motion to approve the resolution. City of Marysville motioned to approve the resolution with a second by the City of Bussey. The motion passed unanimously.

6. Other Business:

A. Alert Iowa – Marion County Emergency Notification System Update

Going back to last year's legislative session there was talk about a mass notification system that the state was going to pay for and let us be sub-users of. They were successful in getting the legislation and funding allocated. The contract was signed late fall and we've been working to complete the FEMA MOU. We just this week had a conference call with Inspiron Logistics on WENS (Wireless Emergency Notification System) on our entry page where our public will be able to go in and sign up for the alerts they choose. This is all at no cost to us. The Commission is the keyholder for each county. We are able to have unlimited subgroups. We have indicated that every Fire Department, every Police Department and the county as a whole want to be a sub-user. Looking out over the next month we need you to confirm that you want a group and to know who the administrator of each sub-group will be and then we will schedule training with WENS for those sub-group administrators. The only thing mandated by the legislators when approved was we cannot use this system to advertise/announce a bake sale, they don't want the public bombarded with advertisements for fundraisers. Make sure it's a tie to public safety, but that can be as vague as a Fire Department sending out a meeting about a special meeting, council meetings, as long as there is a tie. Obviously if it's abused with the public they will unsubscribe and this system will do us no good. Bakalar asked how it's different then the IamResponding system they already have. Anderson advised IamResponding does not send out weather alerts and does not give the public the option to opt in and have the declarations for access and functional needs. Collectively HIPA will have to be addressed. Other counties are allowing the data to be collected and it will only be used in an emergency. Chief Mitchell asked if it takes the replace of IamResponding. It was advised WENS is more for weather alerts or for example if there is a missing child that does not meet Amber Alert criteria this can be used, if there is a chemical spill we have no reverse 911 so currently we would have to go door to door. We can also tap into IPAWS if absolutely needed which would override tv/radio etc. VanNess asked who can send messages out. Anderson advised if it's something specific to a town they will be the administrators of it. We have varying degrees of issuing permissions and we tend to do that. Sheriff Sandholdt asked how it was

written legislatively. Anderson advised it states that the Emergency Management Commission is the gateway for each county. There was a press release from the state stating that 75 counties have signed up to use the system. There was additional discussion on administrator rights, permissions and how the whole system works.

B. Hazard Mitigation Planning Grant Update

1. Letter from HSEMD

The day after our last meeting a letter was received from HSEMD. The federal government has taken away any extensions and they just want us to be aware the clock is ticking and to take appropriate action. No one feels like our timeline is an issue and JEO has offered to start the project earlier than anticipated so we aren't bumping up against the timeline.

2. Approve/Deny agreement with JEO Consultation

The contract was vetted through HSEMD and Emergency Management. HSEMD approved it and it was sent to JEO, they have signed and returned it. Approval was requested to sign the contract and get it submitted to the state. Chief Mitchell made a motion to approve and it was seconded by BOS Raymie. Bakalar questioned whether this was approved at the last meeting. Anderson advised at the last meeting it was approved as to who to award the contract too, this is the actual approval of the contract with JEO. A roll call vote was then taken and it unanimous to sign and return the contract to JEO.

C. Approve/Deny/Discuss matters relating to the HazMat Team

1. Advisory Group Recommendation

After the last meeting all of the concerns were taken into consideration and Anderson is very open to take any suggestions. He asked how other local HazMat teams work. Mahaska County is operating in basically the same way and they have decided to stand up an advisory group comprised of elected rep to the commission and any fire chief/ambulance director that has staff involved with the HazMat team. It gives them a chance for their concerns to heard and brought back to the commission. Anderson advised he would be happy to take direction from the commission to prepare a list of who the elected officials and fire chiefs are so the commission can see how our advisory group would be made up. There was a lot of additional discussion as to who could be involved due to some departments not having any members on the HazMat team, on whether it would be on operations of the HazMat group, if it should only be Fire Chiefs involved on the advisory group and whether Law Enforcement would have any interest in this. Chief Mitchell made the suggestion that all Fire Chiefs and EMS Directors in the county meet routinely and make the HazMat topic a line item at every meeting, so every Fire Dept and EMS would have representation. Anderson requested that the Commission take a period of time and come up with some written recommendations and bring it back to the next meeting. Chief Mitchell made a motion to table the subject until the next meeting, it was seconded by Bakalar. A vote was taken and it was approved unanimously.

2. 28E agreement

Questions arose at the last meeting regarding the 28E agreement. A copy of the 28E was provided in the packet to the commission members. This is the current 28E being used that was approved by ICAP. If this commission decides that another 28E is needed specific to HazMat this is a vehicle to get that started. Chair VanNess requested to know how it works on the north side of the lake when Monroe or Prairie City fire come in. Anderson advised first they need to notify us, but if they

choose to use the Jasper County HazMat team he is okay with that as it's their normal protocol. This is also an issue with Pella Fire where they go into Mahaska County. Marion and Mahaska County HazMat teams are trying to work to be as efficient as we are both start-up teams and have similar financial interests and resources. It wasn't clear when we were with Des Moines because the same situation could have occurred. It's currently at a political level that needs dealt with and what we don't want is to put any fire departments in the middle of it.

3. MOU with Mahaska County

The MOU was in place prior to the last meeting, but it was printed and sent to the Commission members because a request was made to include training. The original MOU only had response in it and it was agreed with Mahaska County to add training to this MOU. Chief Mitchell asked if Anderson was requesting a vote be done on this. Anderson advised he has the authority to make changes on the MOU and this was just to advise the Commission of the change to the original MOU that was done 1.5 years ago.

4. Training Schedule/SOP/Task Book

It was put on the agenda to continue discussion if the Commission chose to. Anderson advised he provided info as to how the Training Schedule, SOP and Task Book were decided upon. He advised he just needs direction because he has had negative feedback from HazMat team members as to why the documents have not been approved. He would like to get to a point where the Commission feels comfortable approving them as are. Chair VanNess stated if the members haven't interacted with their Chief on the items in these documents, it's something they are not dealing with and he isn't sure what they would get out of it as far as training. Chief Mitchell asked if he felt it would be best if the advisory committee could review them and come back to the Commission with a recommendation. City of Marysville Rep Bakalar advised if the advisory committee is made up of chiefs and captains he would agree with Mitchell, but if it's a Mayor or an elected official they may not want to make those decisions, so Bakalar advised the advisory committee would be able to make those recommendations. Anderson advised he has no issues with being as transparent as possible with as many people as needed. Chair VanNess advised there is no apples to apples comparison to get this started. Chief Mitchell made a motion to table this. Anderson requested for the benefit of the team members that he be provided with some direction. Chief Mitchell asked if the documents are currently being followed and Anderson advised they are. Bakalar seconded the motion. Before the roll call vote was taken, City of Pella member VanderBeek stated these are still post-dated back to July 1, they are the same documents hashed over for the last 6 months. The Committee needs to address the heart burn and move on as this is dragging out way to long. He has a lot of people on his side of the river wanting to know what's going on. We need to move on. Policies and procedures can be amended as we go if we find that something isn't working. Mitchell advised the documents are being used currently. VanderBeek then stated if an incident occurs and someone gets KIA, in the investigation are they going to go back and see the documents were never approved. Who's on the hook for that? The first thing investigated will be training stuff because it's an easy target. He asked if we need to approve what we have now and if things needed changed amend it with the advisory committee. A roll call vote was taken to table the documents with 7 ayes, 1 no (3 absents). The motion passed for the training schedule, SOP and Task book to be tabled again.

D. Commission compliancy update from Coordinator

Anderson advised this is code requirement and the Commission has met its

planning, training and exercise requirements with HSEMD and FEMA and is eligible for grant funding this year if the federal government ever gets a budget that authorizes grants. Sheriff Sandholdt asked when we will know if there is money available. Anderson advised the portion of the federal budget containing HSEMD appropriations is in continuing resolution and they won't authorize any grants when under continuing resolution. Our Emergency Management Performance Grant that comes back to offset this office may or may not receive it and we might be well into next budget year before we get it if they continue to play political football with it. What will probably happen since disaster funding is also tied up in this there will be some weather event that causes the legislators to move and approve a budget. HSEMD has availability for any jurisdiction to apply for grant funding is open right now. You're applying for something that's invisible but if you don't apply you don't get it. Sheriff Sandholdt requested that Coordinator Anderson let him know if there is anything that he feels would be fitting in those grants that he lets them know so they don't miss out of them. Anderson advised unless there is a huge cash infusion his recommendation is to not waste their time. Post 9-11 Iowa's allocation was \$30+ million and last year was it just over \$2 million for the entire state. It's gotten very competitive for not very much money and by the time the state teams are taken care of it's down to \$1.5 million. Anderson advised he is not seeing or hearing anything from HSEMD that gives him any confidence in a single counties availability to acquire any of that funding.

It was asked if there was any other discussion and Sheriff Sandholdt said in regards to the last E911 meeting he would like to make a motion that once Secretary Pettyjohn has the meeting minutes done from the last meeting they be forwarded on to the E911 Board for their consideration. No motion needs done.

Pella Chief Bokinsky asked for clarification on the training schedule, the SOP, task books and discussion of an advisory committee will be tabled until the next meeting and how he should report it to his City Administrator. Chief Mitchell asked if a motion needed to be made as to who was going to be on the advisory committee. Chief Bokinsky advised he just wanted to make sure he understood what was decided upon. The recommendation was to get those representatives to Jeff and it was tabled until the next meeting. VanderBeek then asked if it was all Fire Chiefs/EMS Directors in the county or just those that have stake in it? Chief Mitchell advised all Fire Chiefs and EMS Directors.

7. Adjournment:

- ❖ Marion County Board of Supervisor motioned and the City of Bussey seconded to adjourn the meeting and all were in favor.

Respectively submitted

Kim Pettyjohn