

Marion County Emergency Management Commission Minutes
October 23rd, 2018 at 6:00 pm
3014 E. Main St. Knoxville, IA

1. Chair Sandholdt called the Marion County Emergency Management Commission meeting to order at 6:22 p.m.

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

City of Bussey	Absent
City of Hamilton	Absent
City of Harvey	Dennis Seibert
City of Knoxville	Absent
City of Marysville	Corey Bakalar
City of Melcher Dallas	Terry Fisher
City of Pella	Absent
City of Pleasantville	Joe Mrstik
City of Swan	Absent
Marion County BOS	Mark Raymie
Marion County Sheriff	Jason Sandholdt
<u>Also present</u>	
Marion County EMA/911	Jeff Anderson
Marion County EMA/911	Kim Pettyjohn

3. *Approval of the agenda:* There was a motion by Bakalar and a second by Mrstik to approve the regular session agenda for October 23, 2018. All were in favor.

4. *Approval of consent agenda:* There was a motion by Bakalar and a second by Seibert to approve the May 30th, 2018 meeting minutes. All were in favor.

5. *Discussion and possible action regarding the drone proposal/program:* Anderson advised we had presentation at last meeting. He showed the drone that was proposed and it's pricing. He advised he is to the point that there is a lot of interest from agencies and public officials, but he's not getting a lot of response on people wanting to go through training to operate it. We need to have 7-10 trained people to be able to operate it, but we aren't to that point right now. Anderson's recommendation is that this be tabled and try to get some commitment. Siebert asked if we think it's a liability issue that is causing it. Anderson advised talking to all insurance company's it's not liability, but the 4-5 days of training that is causing the issue. Marion Counties IT Department head does have a drone and could do it for us if ever needed. Sandholdt asked what the total cost would be. Anderson advised just shy of \$37,000. Anderson's recommendation is to buy one or two of the \$1,000 drones for training, so that if they get crashed it's not an issue...so probably \$40,000-\$42,000 if we did everything. Bakala asked how we put it out to get the volunteers or the commitment. Anderson advised he has talked to most chiefs to let them know what we are considering. He hasn't sent out an email to get more interest, but thinks that would help. Mrstik asked if the training includeds the FAA license. Anderson advised it's to get you through the test to take to get your license. Mrstik advised he's going through training now and didn't have to do five days of training. Anderson advised that is four days of operations training on the drone from the company and then one day of taking the test. Sandholdt had questions on price and asked if you can add

FLIR camera on later. Anderson advised yes you can. Sandholdt then asked if it's better to buy it all now. Anderson advised it's like computers, what you buy today may not be viable in six months. That's why he's ok with waiting. Sandholdt advised he's ok with tabling. Fisher made a motion to hold off until we get people interested in training for it, with a second by Mrstik. All in favor. Item tabled until next meeting.

6. *Continued discussion regarding the outdoor warning siren best practices document:* Anderson advised what we didn't want to do was confuse the public. We have a tornado that hits Vermeer and now the industrial community is paying much closer attention to the weather. Anderson gave visuals of tornado warnings given for Marion County and counties close to Marion County where sirens are going off for parts of the county that aren't even in the warned area. Raymie asked what the process for sounding the sirens is. Anderson advised Knoxville defers to him and he has given that duty to MCSO PSAP. Pettyjohn advised Pella sounds for any warning in Marion County regardless of where the tornado is. Raymie asked if there is a better process. Anderson advised there are the standards. Sandholdt advised he is willing to have his dispatch sit down with Anderson and have the discussion, but he would rather always error on the side of caution. Anderson advised he can't stand behind the whole county warning. Mrstik asked if businesses can have the information that Anderson is showing. Anderson advised it's available on the internet through NWS. Sandholdt isn't sure if EMA Commision is the Board to do this. Anderson advised by state law EMA Commission is in the middle of this. Bakalar advised there is a lot of confusion. Sandholdt advised he would like to see Anderson, Marcia Slycord and Martha Dykstra get together, have a discussion, and look at the policies. Anderson asked if he would like them to come back with a recommendation. Sandholdt advised that would be great, what should we be doing, do we need to update what we are doing, etc. Fisher makes a motion, Raymie was 2nd to have reps from Pella, MCSO and EMA work together on what is required by code and have the discussion on standards. All were in favor.
7. *EMA Commission representative to 911 Service Board:* Sandholdt advised it was on the previous minutes. Anderson advised since the last meeting City of Harvey no longer has a seat on the 911 Board because they contracted out their fire service. This is a noticeable change and that entity will not have a seat on the 911 Board. Sandholdt believes the chair of the commission should be the representative regardless of who it is, advising that person would not be voting for their city/entity, but they would be voting for the Commission. Bakalar agrees it should be the chair or the assistant chair and look at how busy that person is and whether or not they can make it and name an alternate. Sandholdt confirmed that the EMA Commission could have an alternate, Anderson confirmed. Corey made a motion that the chair should be the representative; with the vice chair as an alternate and if both hold a spot on the Board already, then the board chooses an alternate. There was a second by Siebert, all in favor.
8. *Update on weather station product:* Anderson recommends this being tabled, stating Vermeer potentially has some interest in getting in to the weather station field. Let's table until another neighboring partner is willing to contribute to the weather station fund. The Marion County Fair Board has been hesitant and Anderson wants to wait until the elections are over. It was suggested this be tabled until someone wants to assist with the cost. Fisher motioned to table with a second by Raymie, all were in favor.

9. *Discussion and possible action regarding the replacement incident command trailer:* Anderson advised this was something included in the budget, it was grant money just shy of \$32,000. Anderson showed trailer specs from hazmat trailer from 2013 and the price of that one. Anderson showed specs of replacement trailer and price of \$51,825. Current quote contains price of \$11,500 for diesel generator and the price from previous 2013 quote shows LP Generator of \$6500. Anderson advised we could cut that cost right away by going with the LP instead of diesel. Sandholdt asked what the Jasper County trailer was. Anderson advised it was previously fire truck that was handed down. Sandholdt asked if there is benefit of going with trailer or motorhome. Anderson advised don't have to maintain motor and chassis. Sandholdt asked what the five trailers that EMA has are for and if they could be explained. Anderson gave descriptions of each trailer and what is in each one. Raymie asked if there is a way or if we are too a point if they could all be combined in to one unit. Siebert asked what this trailer would replace. Anderson advised it would replace the current IC trailer at the Sheriff's office that is falling apart. Mrstik asked if there are other quotes. Anderson advised he has a quote from Winnebago that would essentially be for an unfinished RV and it is roughly \$38,000 before finishing. Anderson advised of the five trailers that we have local money in is the ops trailer, all are paid for by HSEMD or grant money. Additional discussion. Anderson advised in the EMA world trailers are the thing because they are deployable and we'll get \$32,000 of roughly the \$45,000 to pay for it. Sandholdt discussed the public perception of all the trailers sitting out front. Anderson advised they'll be out of view in the future. Sandholdt asked about the animal trailer and if we really need it. Anderson and Corey advised it's a Presidential directive after Katrina and you have to have a plan. We are revisiting this because the veterinarian we had in our plan sold his practice. Anderson just asked for guidance and if we want to capitalize on the money, we have to have it done by June 30th and the builder is out about two months. Anderson has asked several officers and fire chief's what they want in the trailer and has added what provisions they are wanting. Sandholdt asked about the radios and if that can be added. Anderson advised it can be and the conduit is there. Mrstik advised he would send it out to other trailer companies. Anderson doesn't think it could be pulled off in that time we have and there aren't many trailer companies that can build this type of trailer. He advised a lot of them are national companies that are a one size fits all. Raymie advised to come back to next meeting with at least some additional info. Corey advised they went through H&H for the VA but like Anderson advised it's a template without cabinetry, it was around \$23,000, but it's plain jane and nothing in it. Anderson advised he'll come up with some comparables. Anderson advised it has to be completely done, paid for and delivered to get the grant money. Sandholdt advised he would be good with an email vote. Raymie motioned to give Jeff until the first week in December with a second by Joe to come up with more info on trailers and prices and then a vote can be done via email. All were in favor.
10. *Discussion and possible action regarding the UTV proposal:* Anderson advised this item was captured in the budget. It has been recommended by a few after real life events that where it was needed. Anderson advised he took a narrow look at UTV's and is leaning towards a John Deere gator and there is a dealership in town. Anderson needs to know if the commission wants a two-seater or four-seater. Fire Department's are leaning towards the commission having a four-seater to haul manpower. Raymie asked what responsibility the EMA Commission has to purchase this, when does this go back to the municipalities and cities. Anderson advised when we got the Hazmat team it became needed and it was captured in the after-action it was discussed after an exercise with the

LEPC. Sandholdt brought up the 28E with Des Moines, Raymie advised to get that back on the agenda for the BOS. Sandholdt brought up the mission of the EMA Commission and what the scope is of this Board is. Anderson advised he's not pushing this right now, but since it's the end of the year we could potentially save around \$1,500-\$2,000.

Sandholdt asked what the price would be. Anderson advised a two seater is \$15,000 and a four seater is \$16,000 and is not grant funded. Siebert asked if we agree to purchase this, than what's next. Anderson advised there is a lot that has gone in to this before it was proposed in the budget, when something is captured in an after action evaluation as something that needs to be approved it is hard for him to stand in the way of that. If the Board says no, that's another story. There was additional discussion on if this is an EMA responsibility. Anderson recommends we table the UTV. Mrstik asked if the price includes a trailer. Anderson advised it does not. Corey said we need to look county wide and see if we can utilize resources from across the county. Raymie advised this goes back to education and getting an inventory of who has what and who is willing to share. Sandholdt advised if we continue to table items the agenda is going to grow. Raymie made a motion to table the UTV, with a second by Dennis. All in favor.

11. *Discussion and possible adoption of Marion County Employee handbook/policies:* Siebert makes a motion to adopt the Marion County Employee handbook and policies for the EMA office and a second by Raymie. All in favor.
12. *Discussion and action as necessary regarding disaster assistance funding:* Anderson advised the tornado that hit Vermeer hit a residence north of Pella and damaged a lot of out buildings. Three weeks later they reached out to EMA looking for disaster assistance funds. They were insured, but were running into expenses over and above insurance, unmet needs. Anderson asked Governor Reynolds to activate the Iowa Individual Assistance program. The family applied through IMPACT and the family received funding. In following up Anderson advised they had been hit by a straight-line wind event in August that did additional damage to their out buildings and damaged the home. Anderson advised them to track their expenses over and above insurance. They had generated a list, they then were hit by the flooding event, but we don't administer anything Ag related. Anderson advised they gave him a list that started at around \$18,000, he questioned some expenses and they got it down to about \$13,000. Anderson gave the list to Des Moines Presbytery and they are going to split their funding between Bondurant and this family, but they won't go direct with this family, so it would be outside money coming in, it will be over \$10,000 so need approval for us to write the check and for the chair to sign it. Raymie makes a motion to authorize to get the Sheriff's signature for disaster funding request. 2nd by Corey. All in favor. Sandholdt asked Anderson to confirm with county attorney to make sure there is no issue.
13. *Discussion and action as necessary regarding upcoming budget preparation:* Anderson asked if there is any recommendation with how they want him to prepare for the budget. Sandholdt advised prepare as normal and we can meet in January. Raymie advised on BOS standpoint little to no increases. Anderson advised our request has been about the same for 5 years.
14. *Establish next meeting date:* The next meeting was set for 6:00 pm on Tuesday, January 22nd at 3014 E. Main Street. Pettyjohn will send out a calendar appointment at Raymie's request.

15. *Adjournment:* Before adjourning Sandholdt requested the EMA staff bring forth information showing what the EMA Commission is responsible for and to review this information and what the duties and responsibilities are at the next meeting. There was a motion by Raymie and a second by Mrstik to adjourn. All were in favor and the meeting adjourned at 7:56pm.