

## **Kossuth County Emergency Management Commission Meeting Minutes July 21, 2022**

The Kossuth County Emergency Management Commission meeting was held at the Kossuth County Emergency Response & Training Complex. The meeting was called to order by Rick Murphy, Chairman, at 6:03 pm.

A motion to Approve Minutes of May 17, 2022, was made by Al Miller with a second from David LaGue—motion carried.

A motion to approve agenda for EMA July 21, 2022, meeting was made by Al Miller with a second from Marilyn Schutz – motion carried.

### **Old Business**

Charissa presented the By-Laws for review of the changes that were made in previous Commission meeting. She did send them out prior to meeting so the Commission had time to review. She identified the areas in red are the changes that were discussed in our May 17<sup>th</sup> meeting. Motion to approve the By-Laws with the changes was made by Kevin McPeak with a second from Marilyn Schutz—Motion carried.

UTV trailer for the new Can-Am was discussed. Charissa presented the Commission with quotes from Blackhawk Equipment & from Tom Eischen Sales. The Commission felt it would be best to get a v-nose trailer and would like a quote from Tom Eischen Sales for the next meeting. In the meantime, if the Can-Am needs to be trailered Charissa will be using her personal trailer to do so.

During RAGBRAI we will have digital sign(s), depending how many is available, one will be 1/4 mile west of B-40 and P-30 intersection that says, “Slow Prepare to stop for cross traffic” and then another with same message 1/4 mile west of B-40 and P-60 intersection. Phil and Charissa will be in the side by sides as responders if needed.

### **New Business**

Charissa reviewed with the Commission Board ESF 10 updates on pg 39 & 40 Emergency Contacts; on pg 41 & 42 Facilities updated; and pg 52 contacts updated. No comments or concerns noted with ESF 10 updates made by the members. Charissa then went through ESF 11 changes that were made on Pg 41, 42, 43 of the plan with no concerns or comments from the members. A motion to approve and Adopt ESF 10 & 11 plans was made by Jerry Thompson with a second by Alan Miller --- motion carried.

Charissa presented the Commission Board with a New policy, Refreshment policy, for review. This policy will provide authorization for the Coordinator to provide refreshments for classes and training sessions. A motion to approve the new policy was made by Kevin McPeak with a second from David LaGue—motion carried.

Outdoor Sirens: Charissa reported she received a response from HSEMD regarding the application the City of Fenton submitted for replacement of their siren, and Burt has also applied. This is the message: “ Due to FEMA hazard mitigation assistance eligibility requirements, funding available for

warning siren grants is currently depleted. HSEMD continues to receive a number of requests to install or upgrade warning sirens throughout the state, and is able to stockpile complete applications for submittal at which time funding becomes available.

Recently we have seen success by submitting a county-wide project for warning sirens upgrade or installation. If the County/County EMA is able to sponsor the project administratively and collect the match requirement from participating jurisdictions, this process may help streamline applications and ensure optimal coverage for the entire County population.”

Charissa talked of having Electronic Specialties evaluate our siren systems throughout the county to determine which ones need to be replaced and write a grant for the County. After discussions it was agreed that Charissa will talk with Electronic Specialties to begin the siren assessment.

Charissa discussed the Honda Pioneer with the Commission members. She states Phil would like to use the Pioneer as Kossuth County EMS and would like to put the County EMS Logo on the sides. EMA will still own the machine and will also have Emergency Management logo on it. Phil will pay for maintenance on the machine. Decision made to discuss further.

Charissa discussed the budget planning and that she would like to start working on the budget in the October meeting so in January it can get approved.

The Multi-Jurisdictional Hazard Mitigation Plan was completed & approved in 2019. Our next plan is due in 2024. Charissa stated she would like the Commission to start thinking about if we are going to do this ourselves or have another agency come in and assist in completing this. We will need to consider this when we work on the budget to make sure we budget for the cost. We will need to start the process in 2023.

Charissa reports was working on the per capita letters to the communities. The 2020 Census has the county at 14,828 from \$15,543 a difference of 715. The amount received last year was \$11657.25 and this year it will be \$7243.50 a difference of \$4413.50. In 2016 an agreement was made by each government to bill annually at the rate of \$0.75 per capita. Like everything else, prices of equipment, maintenance of equipment, education etc. have all risen. Charissa asked the Commission if they want to look at this and possibly raise the per capita to \$0.80. This would bring the total \$200 more than last year. This was tabled.

Charissa reports she will be on vacation August 18-21<sup>st</sup>. She has asked Jerika from Wright County and Travis from Emmet County to cover during this time. Does the Commission have any concerns or questions about coverage. No concerns or comments were discussed by the members. Charissa also reported she will be covering Winnebago County for Andy on August 11-17<sup>th</sup>.

Charissa discussed Out of County Help with the Commission. She reports she was asked by Lisa Roberts in Fayette County to assist her in the County Fair event on Saturday. Charissa just wanting to make sure the Commission is okay with this since the EMA vehicle will be out of county. In the event she is needed she will already have the EMA vehicle and needed equipment with me. Commission members asked if Kossuth requested assistance would this be reciprocated. Charissa explained it is an agreement amongst the District 2 EMAs to help one another out if it is possible. With that being said, the Commission Board had no concerns with Charissa assisting Fayette County or other counties if needed.

Upcoming trainings- EOC training August 9<sup>th</sup> 4-6pm for the educational part located at the new building and then August 15 4-6:30 pm for the Tabletop exercise will be at EMA office. Charissa asked the Mayors to attend as this is good training for them. September 26 & 27 is the 2-day Mass Fatality class, this will be held at the new building.

Next Meeting Date: October 25, 2022

A motion to adjourn at 7:07 pm was made by Alan Miller with a second from David LaGue