

## **Emergency Management Commission Meeting Minutes January 25,2022**

Emergency Management Meeting called to order by Rick Murphy at 6:32 PM.

A motion to approve the EMA minutes from October 26, 2021, was made by Deb Stevens with a second by Bo Miller -- motion carried.

A motion to approve the EMA agenda for January 25, 2022 was made by Donnie Loss with a second by Marilyn Schutz---motion carried.

### **Old Business**

2021 EMPG- ARPA Grant Update & project-Charissa reported that the UTV project has been fully funded through a combination of funding sources, EMPG ARPA funds, Iowa Lakes Electric Charitable Foundation, KEPT/ Valero, New Cooperative and local business donations. She reported any extra monies will be used to either purchase a trailer to haul the UTV or general upkeep.

Training Requirements for EMA- Charissa updated the Commission Board of the classes she has taken already to meet the 12-hour Commission approved class. To date, she has completed ICS 400 (16 hours) and G557 Rapid Needs Assessment (4 hours).

### **New Business**

Open budget hearing motion was made by Marilyn Schutz with a second from David Trunkhill-motion carried. Charissa reviewed the proposed budget stating she left most of the line items as is with a few line items increased or decreased. She added uniform allowance and allotted dollars to the trunk for better tracking. Maintenance cost increased due to cost has gone up for some of the services. Rent line item removed EM will no longer be renting space from the Fair Board. Programming/Equipment increased as annual charges for Salamander & All-Traffic Solutions programming have been added. However, there is some cost share with KRHC Hospital & Public Health with the Salamander & All-Traffic Solutions. Utilities line item increased to accommodate utilities at the new building. Charissa reviewed the revenues with an estimated total of \$186,194.24. No public concerns or questions voiced during the open meeting. A motion to approved the EMA budget was made by Kevin McPeak with a second from Bo Miller- Motion carried.

Charissa informed the Board that at the EMA District 2 meeting she was informed that the Recovery Support Functions will be recommended to complete but will eventually be tied to EMPG dollars. For 2023 will be working on ESF 11,12,14,10 and Recovery Support Function - Economic. Recovery Functions will take significant planning and getting the right people to the table. She will continue to provide information to the board as I receive more.

Charissa discussed a bill that is in front of legislation currently. It is Legislative Bill SSB3019 Move Over Violations. This bill, if passed allows an officer, a driver of a protected vehicle, to file a written report 72 hours after an incident regarding a vehicle that fails to move over for a stopped emergency/law enforcement vehicle. Requires the investigating officer to contact the

owner of the vehicle. Allows the owner to be cited and creates a permissible inference that the owner was the driver.

Charissa provided an update from the Damage Assessment from Dec.15<sup>th</sup> event she received from the State. Kossuth County would need to exceed \$4.10 of the county threshold (\$4.10 multiply by county population) to qualify. Kossuth County's threshold is \$60,794.80, damage cost submitted was 41,159.28, this put the county at \$2.78.

Charissa is working with Jake Radmaker on the HSGP grant to purchase a more advance drone that will provide law, EMA, and fire critical intel. She submitted and NOI which was approved. Jake and I will complete application before February 18. If awarded we should expect to see \$48800 to purchase drone, training and in-person training. We will have at least 5 users take the training. Jake and I will be working on policy, procedures, and continuing flight time hours for each user.

Discussed contract for Dave Penton that was approved by the Board to assist Charissa as needed. As being a new EMA, the Iowa Homeland Security has a mentorship that new EMA's must go through as part of their development class. I have been working with my Mentor, Steve O'Neil, with grants, websites, policies, procedures, and any additional questions that may come up. Charissa states she was so appreciated the commission board for giving Dave time to assist her but realized there is no end date to this contract so she would like to end the contract with David Penton effective 1/25/2022. She also requested that the Commission request from David Penton any EMA/County resources he may have in possession to be returned at this time. A motion from Deb Stevens was made with a second from Marilyn Schutz--motion carried.

Charissa discussed EMA residence. Upon accepting this position, one of the requirements was that she lived in Kossuth County within a year or show that she actively looking. She is asking the board to waive this requirement. She reports her current place is up for sale, and she has been actively looking but she either is out bid, way out of her price range, or location just not ideal. Currently where she resides puts her 20mins from Algona and splits the county in half. Her intentions are to move at some point but there is nothing available to meet my needs. A motion was made to extend 1 yr with a second- motion carried however, the motion made at the time is not valid as the city Mayor was present and motion made by the alternate.

Next meeting April 2022

Motion to adjourn made by Marilyn Schutz with second by Kevin McPeak-motion carried