

**Kossuth County**  
**Emergency Management Commission**  
**219 S. Phillips Street**  
**Algona, IA 50511**

The Kossuth County Emergency Management Commission meeting was held on Thursday July 25, 2023 at the Kossuth County Emergency Response & Training Complex 219 S. Phillips St in Algona.

The meeting was called to order by Chairman alternate, Mark McGregor, at 6:00 p.m.

A quorum was established.

A motion to approve minutes from April 25, 2023, meeting was made by Marilyn Schutz with a second from Wendy Zielske. Motion carried.

A motion to approve Agenda for Kossuth County Emergency Management Commission with the addition of the NWS radar discussion for July 25, 2023, was made by Deb Steven with a second by Christy Skilling. Motion carried.

**Old Business**

29c bill update- Charissa recapped what happened with the bill as it did not pass. The Senate cleared the bill but not to the floor- What killed the bill was the house requesting to add the school board on the commission- Iowa School Board Assoc. was very vocal that they didn't want a seat on the Commission. As well as Sheriff's being removed as a nonvoting member. Senator Klemish was at the IEMA Legislative meeting on July 7<sup>th</sup> and is going to draft an amendment to remove school board and remove Sheriff as nonvoting member and add all the BOS and continue with Sheriff as voting member. The tax levy and 30% spend down will be left unchanged in the amendment. The bill will be reintroduced with the amendment.

GPS-This was tabled from April's meeting. IT is wanting to place a tracking device on EMA vehicle for dispatch. This will be a fee. EMA has access to MACH which shows where vehicle is at when logged in. (this is free) Motion was made by Deb Steven with a second from Kevin McPeak to utilize MACH. Motion carried.

Multi-Jurisdiction Plan update- Charissa reported the kick off meeting was held on May 2 with a low attendance. Next meeting is August 3<sup>rd</sup> at 7:00 pm. Please ensure your representative or alternate can attend this meeting. Invites were sent out last week.

**New Business**

Crisis Canine Response-Justin & Rebecca Smith program founders were not able to attend via zoom. Charissa presented to the Commission that she would like to add this program to Emergency Management as she feels this fits the program and is another tool available in the county. Charissa explained the crisis response therapy dog serves as part of a crisis response team, deployed into critical situations to provide psychological first aid to those in emotional crisis. Especially taking care of our first responders following a critical situation. Charissa reports she has written a grant and was awarded \$13000 from Care Connections to support the program. Future revenue will be obtained via donations and other grants. A motion was made by Deb Steven with a second from Christy Skilling to add Crisis Canine Response for a year. Motion carried.

Approval & Adopt ESF-11 Charissa reviewed ESF 11 changes. A motion made by Wendy Zielske with a second by Kevin McPeak to adopt ESF-11. Motion approved.

Approval & Adopt Economic Recovery Plan- Charissa presented the new RSF Economic Recovery to the Commission. She reports this was reviewed by the Economic group that attended the Tabletop Exercise to help develop the plan. A motion by Kevin McPeak with a second by Marilyn Schutz to adopt the RSF. Motion carried.

Fair Emergency Plans- Charissa has met with the Fair Board to discuss Fair Emergency Plans as plan in place is outdated and really didn't address important items. Redeveloped the plans to also include a lightning plan, and more in-depth evacuation plan. Unfortunately, the follow up meeting had to be changed and has not taken place yet to have plans in place for this year's fair. Plan is to meet with the Fair Board sometime this fall.

Strategic plan & Capital Improvement- Charissa reports with the Emergency Management bill being reintroduced with the 30% carry over in fund balance, she would like to be proactive and begin working on a strategic plan & capital improvement to have in place for the next fiscal year. She would like to have 2-3 people on this committee to help with the strategic plan and once we have it developed bring back to the full Commission. A motion was made by Wendy Zielske to table with a second from Deb Steven. Motion carried.

Budget- Ending FY 2023/budget amendment- Charissa presented the Ending fund balance of \$306,583, FY 22/23 budget was \$190,394 spent \$136,818.68 with remaining balance of \$53,575.32. She reports will need to do Budget Amendment to add the Crisis Response K-9 to the line items with the funding. Looking at August 22 for Budget Amendment date. After discussion it was a motion was made to do budget amendment on August 9<sup>th</sup> prior to Hazard Mitigation planning meeting by Josh Waechter with a second by Marilyn Schutz. Motion carried.

FY 23/24 ESF's and RSF's- Charissa informed the Commission board of the 23/24 plans that will be reviewed and updated are ESF's Basic Plan; ESF2-Communications, ESF-5 Emergency Management/Planning; ESF-10; ESF 15 External Affairs; RSF's: Basic Plan Recovery & Housing (Guidance Issued)

FY23/24 training/education- Charissa reported that she has completed the requirements of a New Coordinator with Homeland Security and will now be required to have 12 hours training specific to Emergency Management and 12 hours training approved by the Commission. She has the Commission with any specific training they would like her to take, she will be focusing on obtaining training associated with the RSF's & ESF's if no specific training is identified.

Projects- Charissa presented project of Preparedness communication is Kossuth County citizens as EMA mailer to resident's,- she presented some pamphlet examples. Discussions of doing preparedness information 2x/year with have a winter pamphlet completed for Commission's October meeting and then do one for spring/summer.

Charissa has been working with 911 to put out information to help with preparedness, what to do for emergencies etc. for 1& 2 grade students in all of the Kossuth County schools to include West Bend and Buffalo Center. A sample bag was available at the meeting.

NWS Radar- Charissa informed the Commission that on July 14<sup>th</sup> severe weather had popped up and moved from Minnesota into Swea City and nothing was triggered by the NWS until she had called and questioned if there were any warnings. After NWS put out a strong storm weather statement. On December 15, 2021, a tornado was spotted by a storm chaser who was south of Algona. She explained she would not have known that with out following his live feed which prompted the sirens. The NWS radar on an average will not see anything under 10,000 feet. Therefore, relying on storm spotters but the issues are the storms pop up and are moving quickly not allowing prompt spotter activation. On 9/8/2022 had a meeting with Congressman Randy

Feenstra regarding struggles with the radar. Those that attended this meeting was Worth, Emmet, Cerro Gordo Emergency Managers and Chad Hahn from the NWS in Des Moines. Nothing has come from this meeting. Charissa will be bringing this issue to the District 2 EMA group to continue working on this issue. Charissa will keep the Commission up to date on this issue.

A motion to Adjourn was made by Kevin McPeak with a second from Wendy Zielske. Motion carried.

Adjourned at 7:25 pm

Next meeting: August 9, 2023 at 5:30 pm

Respectfully submitted,  
Charissa Mueller, Coordinator

\*\*Voting and Quorum. Every member of the Commission shall be entitled to (1) one vote. A quorum shall be determined to be eight (8) attending voting members. \*\*