

07/20/2016 Minutes

Call to Order

The meeting of the Story County Emergency Management Commission was called to order at 7:10p.m. by Chair Rick Sanders. Chairman Sanders asked those present to take a moment to remember long serving Commission member Wallace “Wally” Loney who passed away since the last meeting.

Attendance:

Ann Campbell- Ames	Shawn Bayouth-Ames Fire
Scott DeYoung-Cambridge	Sonia Arellano-Dodd- Gilbert Clerk
Craig Henry- Huxley	Ken Kling- Kelley
Lynn Lathrop- Nevada	Paul Fitzgerald- Sheriff
Stephen Ransom-Slater	Mike Jensen- Story City
Rick Sanders- BOS	Marty Chitty-BOS
Keith Morgan-EMA Coordinator	Melissa Spencer-Deputy Coordinator
Linda Murken- Guest from Gilbert	Lauris Olson- Guest from Ames

Consent Agenda

Approval of January & April 2016 meeting minutes Motion by DeYoung, 2nd by the Fitzgerald MCU

Approval of July 2016 Agenda, Motion by Campbell, 2nd by Jensen, MCU

Old Business

Emergency Medical Response Committee Update

Morgan began his presentation by recapping why emergency management staff was conducting the study. He highlighted that emergency management staff brought it to the attention of the Commission that there may be gaps between EMR capabilities and requirements for EMR disaster response. Although the Commission has no direct authority over the EMR system, Commission membership consist of the jurisdictional executives who represent the safety interest of residents while also managing the financial aspect of safety services.

Morgan then presented preliminary analysis of the number of time Mary Greeley, Story Medical and Huxley ambulances responded outside of their respective jurisdictions. The analysis was based upon three years of data provided by the Story County Sheriff’s Office Dispatch. Morgan then worked with Story County GIS to synthesize the data into maps and usage charts. The first area of analysis looked at the number of times a Story Co Medical Center ambulance was dispatched outside its area during daytime versus nighttime hours. It was assumed that a lack of capacity somewhere in the EMR system created the need to dispatch the ambulance outside its normal area and therefore the charts generated from this data would show when the system was most stressed. The analysis identified a significant spike on out of area dispatches on weekend nights. Morgan then presented maps that showed the locations that Mary Greeley, Story Co Medical, and Huxley ambulances were dispatched to when they were sent out of their areas.

These maps helped demonstrate the impact on the ambulance service going units outside their jurisdictions they showed the distance they needed to travel to respond to the calls. Morgan stressed that this preliminary work was done to evaluate what data was available and how it might be used to analyze the EMR. He recommended that the next steps would be to develop heat-maps to identify specific locations that have the greatest draw on the system. In parallel with this analysis, he would work with the volunteer EMS agencies to gather data on the capacity and health of these services. Breaking down the data further will be a time consuming process and would be a slow process because of staff limitations.

Commission discussions that followed focused on multiple issues that may be affecting the EMR system such as; medical transfers, the availability of services for critical events, and daily coverage. Possible modifications to the system were also discussed such as modifying dispatch procedures, use of private ambulance services, and the hiring of an EMS coordinator. Discussion then returned to the topic of who has responsibility for this issue and how possible improvements to the system would be identified and instituted.

The Chair of the Commission indicated that it is no longer reasonable for EMA staff to continue to address the issue on behalf of the jurisdictions when it is not part of staff duties. Ames Fire Chief, Shawn Bayouth, offered to facilitate conversations with the EMS providers and report back at a future Commission meeting.

Motion by Sheriff Fitzgerald to have the Commission make a request to the City of Ames for Chief Bayouth to facilitate discussions with the EMS providers and report back at a future Commission meeting. 2nd by Henry, MCU.

Homeland Security Grant Program (HSGP)/Citizen Corps

The Citizen Corps grant is the funding source for the Story County Coalition for Disaster Recovery (CDR). The 2015 grant funds available are \$8,917.00 of which a large portion will be used to secure a CDR Coordinator for the day to day management of the CDR. These grant funds are under the supervision of the EMA office.

The 2016 grant funds will be supervised by Iowa Homeland Security & Emergency Management (IAHSEMD) through the Iowa Disaster Human Resource Council (IDHRC). The grant funds will be disseminated equally between the eight counties that applied. Each county will receive \$2012.50 for training and \$1,875.00 for exercise needs.

Hazardous Materials Emergency Preparedness Planning Grant Update

The Story County Local Emergency Planning Committee (LEPC) had applied for \$15,000 to complete a commodity flow study in Story County. IAHSEMD did not fund the entire cost of the project and suggested the LEPC carry over awarded planning funds for three years in the hope of having \$15,000 to complete the project at the end of the grant performance period. The LEPC did not find this reasonable and directed EMA staff to rescind the application. EMA staff will apply again next year in the hope of receiving complete funding of the study.

New Business

Quarterly Report

On June 6th, the Coordinator and Deputy responded, at the request of Ames Fire, to a 33 unit apartment fire. There was excellent coordination between incident command, EMA staff, and volunteer agencies. The Red Cross established a disaster recovery center in the Ames City Auditorium to help affected residents receive assistance. The Salvation Army served meals from their canteen for affected residents as well as first responders at the scene. Iowa State University provided support to the large number of international students who were affected. Story County Community Services and Public Health attended planning meetings to address unmet needs of the affected residents. Professional Property Management staff helped ensure full accountability of the residents by provided occupant information for each apartment. They also coordinate the gathering of information on availability of other rental properties with realtors and other property management agencies and provided it to displaced residents to help them find new housing. One after action item identified for future incidents is to develop a single point of communication for displaced individuals to receive updated information. Many individuals came and went from City Hall and may have missed valuable updates.

The EMA has been able to update EOC audio and visual systems through a Homeland Security Grant. The new capabilities will allow for better situational awareness and communication from the local level up to the state and federal levels during an event. One important aspect of the updates was the acquisition of a mobile video teleconferencing center that provides the capability for conference calls and video teleconferencing from anywhere in the Administration Building. The Deputy Coordinator managed the project with the vendor EmbarkIT and completed the project under budget.

On July 7th, EMA staff and Chair Sanders met with staff from Senators Grassley and Ernst offices to provide them information on local emergency management here in Story County. The topics discussed were as follows:

- The focus of federal grant programs on terrorism and urban areas with a recommendation to shift to an all hazards approach and to balance funding to address the needs of the rural areas. ,
- The impact of the bureaucratic FEMA Hazard Mitigation planning requirements which forces commissions to rely on outside contractors to complete massive documents of questionable useful. Grant expenditures to meet the planning requirements are significantly reducing the grant dollars available for actual mitigation projects.
- The complicated structure of FEMA's debris management reimbursement and the cost/benefit of the extensive oversight required by FEMA.

Senator Ernst sits on a Homeland Security Committee and it is hoped that the information provided will help her and Senator Grassley address these issues at the federal level.

Chemical Safety Board Video- West Texas Explosion

Commission members were shown a Chemical Safety Board video with lessons identified by the Board from their investigation of the ammonium nitrate explosion that kill 14 people and

seriously damaged a significant portion of West Texas. It stressed the importance of jurisdictional executives understanding risks in their community due to hazardous materials. The first issue addressed was how West Texas city administrations allowed residential development near the facility and it highlighted that city ordinances can reduce risk by limiting residential encroachment into areas of business and industry with hazardous materials.. The video also highlighted that the fire department did not have adequate knowledge of the risk of a fire at the facility and they had insufficient training to deal with the situation. Morgan recommended that jurisdictional executives get together with their fire chiefs to review the risk associated with hazardous chemicals stored within their communities as documented by the Iowa DNR Tier II reports which are sent to the fire chiefs. This should open a dialog to allow leadership within the community to manage the HAZMAT risk to the community and its first responders.

Approval of ESF's 1-Transportation, 4-Fire, & 10-HazMat

Motion by DeYoung to accept ESF's 1, 4, & 10 as presented. Second by Jensen. Abstained-Sheriff, motion carried.

Changes to the Story County Compensation Schedule & pay actions

Commission Bylaws specify that emergency management employment practices adhere to those of Story County. The Commission Chair briefed that the Board of Supervisors adopted a compensation schedule that puts Morgan \$1547.52 below the minimum for the Coordinator position, while Spencer is \$22.12 above the minimum for the Deputy Coordinator position. The Chair expressed a desire to retroactively increase Morgan's salary to the equivalent of the minimum for his pay grade. Additionally, he recommended that the Commission consider using the newly adopted merit based system which allows for increases within a pay grade to move Morgan and Spencer to somewhere in the middle of their pay grades if they continue to perform well. Motion by Kling to increase the Coordinator salary \$1,547.52, retroactive to June 1st to be at the minimum of the compensation schedule. Second by Story City. Discussion: There would not need to be an amendment to the budget as the salary increase would not cause a change to the bottom line of the budget. MCU

Disposition of Medical Reserve Corps (MRC) Funds

Due to the inability to secure a medical director and changes to funding mechanisms for this initiative which will make it very difficult to get consistent funding, it is recommended that the Commission dissolve the MRC and return the remaining award funds of \$10,514 to the National Association of County and City Health Officials (NACCHO). Motion by the Sheriff to dissolve the MRC and return the remaining award funds to NACCHO. Second by Story City. MCU

Full Scale Exercise Options

Emergency Management is required to complete a full scale exercise in 2017. Three exercise options developed by staff to meet the requirement are: -Option 1 - full scale field exercise. This would allow jurisdictions to exercise the local emergency plans and capabilities. It would require a large planning effort across many agencies and require the commitment of a jurisdiction.

Option 2 - full scale exercise of the Emergency Operations Center (EOC). This will test the theories, training and procedures of the EOC. The exercise could be conducted during normal business hours and developed by EMA staff. It would require two, three hour shift for six hours of exercising from participating EOC staff.

Option 3 - a combined full scale exercise in the field and EOC. This would exercise the entire response system in real time. This would test the ability of incident commanders to coordinate with the EOC. The planning resources would be beyond the capacity of EMA staff and a consultant would be needed at a cost of several thousand dollars depending on the final scope of the exercise. This would require weekend time from County employees and a commitment from an entire jurisdiction and County administration.

EMA staff have selected option 2 as it will exercise the newest capability and there is no funding for option 3. Option 1 could be done at a later time if desired.

Other Items

EOC staff training will be conducted over several days in August. Commission members should have an email invitation for city staff observe the training and discuss the coordination processes between the Incident Commander and EOC. The dates and times for each of the Emergency Support Functions are in the email. Let Morgan or Spencer know which day you would like to attend.

ICS 300 & 400 classes are being offered here in Story County. Morgan will be co-teaching the classes with Brenda McGraw from Mercy Medical Center. ICS 300- Intermediate ICS for Expanding Incidents will be August 27 & 28 with ICS 400-Advanced ICS for Command and General Staff on November 5 & 6. Registration for the classes is through the IAHSMD training website at <https://hsemtraining.iowa.gov/Event/Schedule?region=1>

Next Meeting: October 19, 2016

Adjournment: Motion to adjourn by Cambridge, 2nd by Henry. Meeting adjourned at 8:25 PM.