

10/19/2016 Minutes

**Call to Order**

The meeting of the Story County Emergency Management Commission was called to order at 7:00p.m. by Chair Rick Sanders.

**Attendance:**

Shawn Bayouth-Ames Fire  
Freddie DuPont-Collins  
Ken Kling- Kelley  
Steven Gast-Maxwell  
Paul Fitzgerald- Sheriff  
Rick Sanders- BOS  
Keith Morgan-EMA Coordinator

Scott DeYoung-Cambridge  
Craig Henry- Huxley  
Alex Rainey-McCallsburg  
Lynn Lathrop- Nevada  
Mike Jensen- Story City  
Angie Jewett- Iowa State University  
Melissa Spencer-Deputy Coordinator

**Consent Agenda**

Motion by Cambridge, 2<sup>nd</sup> by Huxley to approve July 2016 meeting minutes and October 2016 agenda.

**Old Business**

None

**New Business**

**Quarterly Report**

Commission members and City Clerks should have received an email reference hazard mitigation funds that are available from the August Presidential disaster declaration. The funds are available for all types of mitigation project but priority will be given for property buyouts. There should be additional funds coming from the September Presidential disaster declaration.

EMA staff facilitated two meetings with Dakota Access and local first responders. The first meeting was focused on providing fire departments information important to coordinating a response should an incident occur along the pipeline. The second meeting with law enforcement agencies discussed security measures of the pipeline and pump station. The construction is progressing rapidly in Story County. The Board of Supervisors indicate Story County is holding Dakota Access to more rules and regulations than surrounding counties.

During an update to the MOU with the STAR1 team, the Coordinator started work with the Commission's legal representation to clarify the aspects of liability when working with volunteers inside and outside the agency. Specifically addressing liability to the Commission when the EMA provides volunteers to a community on behalf of the Coalition for Disaster Recovery (CDR) or other disaster organizations. A follow on from the discussions will be the development of a policy outlining a screening processes and a minimum level of screening of volunteers.

The Deputy Coordinator worked with State agencies to facilitate the development of emergency plans for childcare providers across the state of Iowa. She also facilitated the meeting with 35 childcare providers the county level. The development of emergency plans was a federal mandate that gave childcare providers from July to October to complete their plans. The planning efforts have already shown payback. During the flash flooding event in September, one provider was prepared and used her emergency plan when her in home day care was impacted.

EMA Staff conducted nine hours of EOC training for 33 EOC staff, leading up to the full scale EOC exercise on April 26, 2017. Each community should practice and train on local emergency plans and procedures regularly in order for local responders to understand what is needed during the first hours of a response to a disaster.

Sgt. Nick Lennie and Josh Webster from the Story County Sheriff's Office provided active shooter training for Fire & EMS agencies in Story County. The training discussed how first responders can support law enforcement outside the building, how fire and ems will link-up with responding offices after the scene is stabilized, and the type of information sharing requirement to establish situational awareness. First responders also observed SCSO building clearing processes for an active shooter to provide them awareness of what is happening inside. There was significant discussion on how resources will be integrated during these rapidly developing situations. It is critical standard processes are developed as the SCSO operates across several fire & EMS districts and it is imperative all agencies understands what is taking place inside and outside of a building. Specialized equipment, communications, and additional training were also identified as an after action items. The first session had 39 attendees from 10 separate agencies with a second session planned the following week.

Staff is starting the ESF review process for the year. The ESF's for the year will have significant revisions as they were the first ones completed after Morgan was hired as Coordinator.

A full-scale exercise of the EOC is scheduled for April 26, 2017. EOC staff will be activated as if an actual incident, work an abbreviated first shift, work through a shift change, with the replacement shift working an abbreviated second shift. The goal of the exercise is to ensure EOC staff can support the local jurisdiction should a disaster occur. Thank you to the BOS for their encouragement of Department Heads and Elected Officials to release their employees to participate in the exercise.

The I-35 closure drill was held on October 18<sup>th</sup> and went well. There were some minor updates to the plans with phone numbers and new hotels. Since the Red Cross closed the office in Ames, a new location for ARES needs to be found for them to make contact with truckers. Chair Sanders recommended the 2<sup>nd</sup> floor conference room at the Human Services building. The EMA will work with Facilities on accessing the building.

### **Community Volunteer Representative-Betty Boccella**

Betty Boccella introduced herself as the new CDR coordinator and provided a brief review of the CDR organization. The CDR is requesting each community identify someone who can be a citizen representative for the purpose of strengthening disaster response and recovery and community resilience. It was requested that the Mayor or City Council appoint a community

member for a two-year term to represent their community in the CDR. This will be a low cost/no cost way for communities to become better educated with what resources are available at the community and county level. The next quarterly meeting of the CDR is in December. They would like the citizen representatives to be appointed and attend the meeting so they can be ready to participate in the CDR's exercise in the spring. Betty will send a follow up email with this information presented and her contact information if there are questions about the program.

### **EMA Mission and Vision Statement**

A part of building the strategic plan for the agency is to start by defining the mission and vision statements. The mission and vision statements should set the overall direction of the office. The mission statement is to reduce risk to acceptable levels by facilitating collaborative planning, training and exercising which provides an efficient and effective response and recovery network. It is understood that the risk will never be zero. It is the responsibility of the EMA staff to identify and bring solutions to the Commission on how they can reduce risk to an acceptable level. The Commission will be responsible for directing the EMA staff what is the level of acceptable risk for your citizens. This will also have to be balanced against the cost of reducing the risk.

The vision statement is to develop an integrated and proactive emergency and disaster response and recovery culture across Story County. The goal of the vision statement is to look ahead and identify what is needed to prepare for the next event. Developing the culture of disaster response and recovery will be through whole community planning so citizens and communities can care for themselves in the most efficient and effective way possible.

Discussions centered on making change to the mission statement to read; Reducing the risk associated with emergencies and disaster to acceptable levels by initiating and facilitating collaborative planning, training and exercising which provides an efficient and effective emergency response and recovery network. This will be modified, sent out for review and adopted at the January meeting.

### **Preliminary Budget Discussions**

There was brief review by the Chair of previous discussions on past compensation strategies for EMA staff. Discussion then shifted to focus on the issue that staff are at the minimum pay grade, if/how the Commission should/could move them to the midpoint of their pay band. For current County employees, non-bargaining staff will be moved to the midpoint over a six-year period. The Chair purposed regular raises of 3% and an additional \$2,000 every year until the midpoint is reached (if performance justifies the raises). Once the midpoint is reached (in approximately five years), the \$2,000 increase each year would end and raises become merit and cost of living based. After discussion, it was agreed that the draft FY 2018 budget should reflect this change and there could be further discussions as part of the budget approval process in January.

The current Story County public safety radio system has become a legacy system and is coming to the end of its serviceable life. Currently, it is not known what the future radio system will look like across the county. Portable, mobile and the bi-directional antenna in the EOC could be affected by the final design of the new system. Two mobile radios, nine portable radios, and the bi-directional antenna (BDA) in the EOC may have to be replaced. An estimated cost of \$2500

each for the mobile and portable radios and the complete replacement of the BDA could be \$25,000 for a total bill of \$51,000. This does not include tower fees and how those will change in the future. So there is not a large expense in one year to the budget, EMA staff are proposing an annuals budget increase \$17,200 a year for the next three years to save for what is believed to be the greatest cost.

Discussion centered around processes for how the funds can be saved over the next three years. It was recommended for budgeting purposes to add the \$17,200 and it will be discussed as part of the budget hearing in January.

### **Commission Disaster Declaration**

As the result of heavy rains, there was a localized flash flooding over the Ames and Huxley areas. To activate the Iowa Individual Assistance program, Story County had to declare a disaster. Rick Sanders, as the Chair of the Board of Supervisors, signed the declaration on behalf of the entire county so those in communities and the unincorporated areas could benefit from the program. If the disaster is localized to individual communities, then each community would sign a specific local declaration. So far there have been seventeen people who have qualified for the program with over 110 households in Ames reporting damages. Ames has been able to use the information gathered to go back and examine why areas of the community flooded. Jurisdictions need to plan for how they are going to gather the information and also reassure citizens that disaster assessment does not guarantee money for repairs.

### **Stover Fire AAR**

On August 30<sup>th</sup>, first responders, DuPont, and County Supervisors attended an after action meeting to address the Nevada and Zearing stover fires. To summarize the meeting, it was recommended that DuPont lead a team which develops a tests plan and identifies resources to execute the test plan for stover fires. DuPont has taken the lead and brought in an individual who is a lightning expert to have discussions with the Fire Association about initial test results and that they are going to continue to look at the lightning issue. DuPont is also working with fire departments to address fire suppression techniques. DuPont and first responders still need to continue to work through other identified issues. Unfortunately, the lightning events will not end and there will still be storage sites that will create risk. Chair Sanders asked for an update on efforts to the Commission and the Board of Supervisors every six months to ensure these processes are continuing.

**Next Meeting: January 18<sup>th</sup>, 2017- Budget Approval**

**Adjournment:** Motion to adjourn by Huxley, 2<sup>nd</sup> by Story City. Meeting adjourned at 8:15 PM.