

**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:**

Ann Campbell-Ames	Shawn Bayouth-Ames Fire
Scott DeYoung-Cambridge	Craig Henry- Huxley
Lynn Lathrop- Nevada	Jeff Larson- Roland
Paul Fitzgerald- Sheriff	Steve Ransom-Slater
Mike Jensen- Story City	Rick Sanders- BOS
Keith Morgan-EMA Coordinator	Melissa Spencer-Deputy Coordinator
John Pieper-DuPont	

**Consent Agenda**

Motion by Ames 2<sup>nd</sup> by Huxley to approve January 2017 and April 2017 Agenda. MCU

**Old Business**

**Stover Fire Response Planning Update**

DuPont is starting to consume bales as they test the chopping equipment. Once the plant becomes operational, the footprint of the large stover storage sites will start to decrease. The storage model will transition to smaller stacks stored on the farmer's fields.

DuPont has been working with lightning expert Mitchell Guthrie and there is still no clear answer as to why the strikes are occurring at storage sites. DuPont is planning to test traditional lightning rods as well as a new EMP Solutions DDCE suppression system at the storage site south of the plant. They hope to have the systems installed in the next few weeks to start gathering data.

DuPont is working with Iowa State University and Oakridge Labs to determine stover burn rates and temperatures to determine response and extinguishing processes. Testing will continue into the spring and summer. They are working with Verizon on an advanced infrared motion and heat detection system to determine if this will improve recognition and early response to a fire. For particulate and air quality measurement, DuPont has been working with Aristatek and the Iowa DNR. They are satisfied that the DNR model results will provide reliable air quality information for public notification.

**EMA Strategic Plan**

The next step of the strategic planning has been the development of the tasks under the objectives in the four main plan areas. As a reminder, this is the Commission's plan so there will be items that are directly connected to the jurisdictions which will require their engagement to meet plan objectives. Tasks established for planning are: maintenance of the hazard mitigation

plan; identification, evaluation, and improvement of capability gaps identified during the five year revision cycle of the Story County Emergency Operations Plan (EOP); and development and maintenance of jurisdictional EOPs that are complimentary to the County EOP.

Training will focus on the development of a county wide Training and Exercise Planning Workgroup (TEPW). The TEPW will focus on identifying, prioritizing, developing and conducting training and exercises with a focus on cross-disciplinary and cross-jurisdictional activities. This process will require a commitment of a training officer from the jurisdictions. Through this process, there may be training and exercise costs that are best funded by the Commission and these will be budgeted for accordingly. After action reports for these activities will be presented to the Commission so they are aware of the health of the system.

Resource capability gaps will be identified through plan reviews and exercises. Commission owned resource purchases will be evaluated annually with long range planning to include capital purchases for the future.

Command and Control will be a blend of planning, training and exercise, and resources. This will be a standalone study that will evaluate internal and external linkages.

The successful implementation of the tasks associated with the Strategic plan will be a partnership that will require everyone to work together.

## **New Business**

### **Quarterly Report**

In the interest of time the highlights of the quarterly report were not read out in the meeting. There were no questions or concerns about the report.

### **Approval of Respiratory Protection Policy**

There may be times where EMA personnel may need to protect against airborne disease or particulates. Annual fit testing and medical clearance on the N-95 mask is a condition of employment. Motion by Slater to accept the respirator policy as presented, 2<sup>nd</sup> by Story City. MCU

### **Approval of Driving and Insurance Policy**

As EMA employees are required to use their personal vehicle to conduct office business, this policy builds from the County policy to include the use of personal vehicles for EMA business, insurance and distracted driving requirements. Motion by Sheriff to accept the driving and insurance policy as presented, 2<sup>nd</sup> by Huxley, MCU.

### **Approval of ESF 9 Search & Rescue**

There were no significant changes to ESF 9 this year. The plan was reviewed with minor revisions. Motion by Huxley to accept ESF 9 as presented, 2<sup>nd</sup> by Story City, MCU.

### **Approval of Local Match Resolution for Hazard Mitigation Planning Grant**

Story County has tentatively been approved for \$30,000 of HMPG grant funds. The cost share breaks down to Federal-\$22,500, State-\$3,000 and Local-\$4,500. The current cost estimate of the plan update is \$40,000. Any additional costs above the allocated grant funds will be incurred by the Commission. There is \$20,000 budgeted in FY18 where a majority of the contract milestones would be completed and payments would be due. The Commission will be the sub-grantee and HSEMD requires a resolution from the Commission which guarantees the Commission will pay up to total local match requirement of \$7,500 (the State is not required to provide a match for the grant). Motion by Cambridge to approve the resolution as presented, 2<sup>nd</sup> by Ames, MCU.

### **Review of Status of FY17 Budget**

The Deputy Coordinator evaluated current expenditures against the re-estimated budget to look at differences between the re-estimated budget and a projected final budget. She identified a cost overrun for the Coordinators salary due efforts to bringing the salary to the midpoint. This additional expense was off-set by savings in other areas such as vehicle ops/maintenance (due to lower fuel prices) and the consolidation of communications services by IT. As of this meeting the overall savings to the Commission from the re-estimated budget should be approximately \$4,190.

As discussed when the FY18 budget was approved, there are two unfunded projects the FY17 savings could be applied towards. The first project will be the payout of the Coalition for Disaster Recovery (CDR) Coordinator contract. There are no grant dollars to continue payment of the position. The Mayors group has provided \$1,250 so there would be approximately \$1,500 from the savings that could be applied to the CDR Coordinator Contract. The second project is the Aristatek TierII management and plume modeling system that is an estimated cost of \$2,500. This program would be available to the first responders as well as this office. Hazardous material grant funds have been applied for to cover the cost but may not come until September if at all. Motion by Cambridge to give authority to the Commission Chair to approve the expenditure of savings at the end of the FY17 budget, 2<sup>nd</sup> by Huxley. MCU

**Next Meeting: July 19<sup>th</sup>, 7PM**

**Adjournment:** Motion to adjourn by Sheriff, 2<sup>nd</sup> by Nevada. Meeting adjourned at 7:51 PM.