

Hazard Mitigation Planning Meeting

Call to Order

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

Attendance:

Shawn Bayouth-Ames Fire	Freddie DuPont-Collins
Kenneth Kling- Kelley	Lynn Lathrop- Nevada
Elizabeth Quinn-Sheriff's Office	Steve Ransom-Slater
Mike Jensen- Story City	Rick Sanders- BOS
Edwina Amundson- Zearing	Angie Jewett-ISU
Keith Morgan-EMA Coordinator	Melissa Spencer-Deputy Coordinator

Presentation of purposed changes to Hazard Mitigation Plan

The purpose is to fulfill the requirements of the Hazard Mitigation Plan, which requires a review of the strategies and to allow the public to make inputs or comments on any changes. Nevada was the only community who submitted changes. No other changes brought forward in the meeting.

Discussion on purposed changes

None

Public Comment

None

Action on Purposed Changes

City of Nevada changes accepted.

Motion to Adjourn: Kling, 2nd by Jensen. Meeting adjourned at 7:03PM

Quarterly Emergency Management Commission Meeting

The meeting of the Story County Emergency Management Commission was called to order at 7:04 PM by Chair Rick Sanders

Consent Agenda

- Consider approval of April 2017 Meeting Minutes
<http://www.storycountyiowa.gov/DocumentCenter/View/7383>
- Consider approval of July 2017 Agenda
- Employee Action Forms
<http://www.storycountyiowa.gov/DocumentCenter/View/7389>
- Approval of CDR Coordinator Contract

<http://www.storycountyiowa.gov/DocumentCenter/View/7379>
-Approval of Letter of Appointment to 911 Board
<http://www.storycountyiowa.gov/DocumentCenter/View/7399>

Motion by Lathrop, 2nd by Jensen to approve the Consent Agenda, MCU

Old Business

Stover Fire Response Planning Update

DuPont conducted stover fire testing with Underwriters Laboratories (UL) in Illinois which was also attended by Nevada Fire Chief Reynolds. The tests were designed to look at radiant heat and ember travel under fire conditions. The tests showed radiant heat was a greater threat than ember travel. The first test was halted after 21 minutes due to the intensity of the fire, which was greater than what the lab could handle. The second test fire implemented techniques to slow or halt the fire's propagation. Cement board was placed between the layers of the stack in an attempt to reduce the airflow. This method was successful and made the fire controllable and easy to extinguish. Another lesson learned, which was not a specific test objective, was the risk to personnel when a bale would sluff and fall as the fire progresses. These tests were the start of process to integrate scientific data into fire codes for stover and response techniques. DuPont will take the information and look at future stack design and more testing with UL. Chief Reynolds will take the information to the firefighting community in hopes of creating a better definition within international fire code relating to stover materials.

Approval of EMA/ISU MOU for Back Up EOC & Termination of EMA/Story Co MOU for backup EOC

This agreement will shift the location of the backup EOC from the Community Services building to the Environmental Health and Safety building at Iowa State University. The advantage will be increased access to resources at the EHS building that support EOC operations. The MOU has been signed by the University. With approval this MOU will be signed and the EMA will draft a letter to terminate the agreement with Story County for the Community Services Building. Motion by Kling, 2nd by DuPont to approve the movement of the backup EOC from Community Services to Iowa State University. MCU

New Business

Approval of Plans

ESF 2 Communications- There was no significant changes to ESF 2. This plan was reviewed and updated based upon the radio system as it is today, knowing there will be a significant change in the next few years.

One appendix we were not able to complete for this plan review was a radio capability survey. Emails with a spread with examples of the information needed were sent out in January and May to all fire, ems and law enforcement Chiefs to gather portable and mobile radio frequency

information. The reason for gather this information was for agencies to have a basic understanding of their radio systems and how they will integrate internally and externally and for the EOC to have the capability to assist the Incident Commander with the development of communications networks. The EMA does not have the capacity to seek out the information and the information from Electronic Engineering is not always complete. Departments that do not return the information the capability to rapidly develop a communications plan will not happen. This may slow down and hamper communications during a disaster.

Sanders asked for an update from Morgan on the process to the replace the radio system for Story County. The 911 Board has an RFP to hire a Consultant to guide the County through the process to identify and replace the current radio system. This will be an interactive process and the Consultant will want inputs from each community and department that uses the system. Please engage with the consultant when they come to your community.

ESF 8 Public Health- There has been significant strides in updating ESF 8. A small and dedicated group of EMS individuals along with the Coordinator created mass casualty guidance that should be approved and adopted by the EMS Association. The Coordinator has been educating the Story County Board of Health on their roles and responsibilities, their interaction with other disciplines, and their interface with communities. The Coordinator also looks forward to meeting with the new Public Health Director once she is settled into her new position. The Coordinator also continues to work with the Medical Examiner on a fatality management plan.

ESF 10 Hazardous Materials- No significant changes this year.
Motion by Jensen, 2nd by DuPont to approve the plans as presented. MCU

Approval of Revised Policies

Workplace Violence-This is a new policy for consideration and was based upon the County workplace violence policy.

Purchasing- Modification made to comply with federal grant guidance.

Credit Card- a modification made for flexibility in use during a disaster.

Motion by DuPont, 2nd by Kling to approve the policies as presented. MCU

Approval of Homeland Security Grant Application Resolution 18-1

Story County had a second grant offer from HSEMD for the cost of updating the Hazard Mitigation Plan. In the revised offer, HSEMD is the contract manager executing all administrative aspects of the contract and grant and the Commission will have a set price of \$8,960 dollars for the update. Becoming part of this process should save the commission about \$1,300 and the cost of staff time for an independent update. The work will start in FY 18 and finish in FY19. There may be an increased spending in the budgeted line depending on when the Commission's part of the funds are due. Motion by Kling, 2nd by Jensen to approve resolution 18-1 committing the Commission to providing \$8,960 in local match for the grant to do the hazard mitigation plan. MCU

Quarterly Report

There were two responses, one for a search and rescue and another for a tanker roll over of hazardous materials on I-35 at Hwy 30.

Staff have continued to stay busy with severe weather monitoring.

The Coordinator has been working with Ballard schools on the development of their emergency plans. The EMA has been working with the City of Huxley on the development of the city emergency operations plan (EOP) with a template created to mirror the Story County EOP. The goal is to continue to develop the template alongside Huxley for eventual use by all communities.

Staff have participated in seven exercises, including the full scale in April which will be covered later.

The Deputy Coordinator is developing a Training Exercise & Planning Workshop (TEPW) for Story County. The goal of the program is to develop a five-year plan to identify capability gaps that are cross jurisdictional and cross discipline and then work through training, exercise, and planning to close the gaps. The TEPW will reach across the entire county and across governmental, public and private industry. Two jurisdictional representatives from each community are requested to participate in the TEPW and they will need to have authority to speak for the jurisdiction during the process. The Commission will see more information coming in September or October.

FY17 Budget Closeout

During the April meeting a budget update was provided that projected there would be a \$4,190 savings by the end of the fiscal year. After the budget closeout in July, there was an actual savings of \$3,673 at the end of the year. The decrease from the projected savings was due to a salary & benefits adjustment and office supplies. The Commission Chair was given discretion on use of these funds for the following projects: \$1,360 to go towards the CDR Coordinator contract and \$2,315 for the commodity flow study or HAZMAT software.

EOC Full Scale Exercise After Action Report

The scenario for the full-scale exercise was a tornado affecting Huxley, I-35 and an animal feeding operation out in the county. The process to work towards this full-scale exercise started in 2011. The main element leading to the successful development of the EOC capability was support from Board of Supervisors and Story Co elected officials and department heads which allowed their staff to fill EOC positions and training three to four times a year. Thank you to the agencies for their continued support of the EOC.

The exercise objectives were to test activation procedures, task tracking, shift change capabilities and public information operation connections. The general observations from the exercise were as follows:

- The exercise created the desired environment by creating a realistic environment.
- Activation procedures using Story County Iowa Alerts worked well.
- EOC staff did exceptionally well for the first test of their capabilities.
- Information flow overwhelmed the system.
- PIO processes need improvement.

There is a need to increase the EOC staffing pool. The EOC should have staffing four deep for each position to ensure at least two will be available for EOC operations. Story County staff has been exhausted. EMA staff will be looking to conduct outreach with the Commission to solicit volunteers to become EOC staff. The benefit for participating communities will be well-trained individuals who can bring their experience back to the community level.

EMA staff will be refining the process and conduct testing and training with EOC for the tracking of tasks and resources within the EOC.

There is a need to have an EOC Director and Deputy Director with one focused internal to the EOC and the other working with external agencies at partners. The amount of information and staff needs quickly overwhelmed the EOC Director. EMA staff will identify individuals from the responder community or neighboring county EMA's to assist in the Deputy Director role.

Dispatch CAD software was identified as a need for the ESF Coordinators. The EMA will work with Story County IT and the Sheriff's Office to research the costs and process to keep the information secure.

Increasing the capabilities of the Public Information Officer (PIO) and establishing a Joint Information Center (JIC) were identified corrective actions. PIO's from across the county need to work together through the JIC to coordinate messages to the public. There is a need for at least 2-3 people per shift. One would be developing the messages, another to monitor social media and a third to be a liaison to the news agencies.

The exercise highlighted the importance for GIS personnel to be mobile and stationed in the field with the Incident Commander. The next steps will be to identify additional equipment and software needs for field operations and to develop interoperability with GIS agencies within Story County and surrounding counties.

The timeline to complete the after action items will be through June of 2019. The recruitment and training of human resources is the most important resource during disaster response. Some action items will require collaborations across jurisdictions and disciplines. One part of this will be the development of emergency operation plans at the community level that links into the EOC. The next test for the EOC will be another full-scale exercise linked to a community Incident Command Center.

Coalition for Disaster Recovery (CDR) Exercise

The first exercise of the Rapid Action Teams for Sheltering (RATS) and new CDR members occurred in May. The RATS group is a partnership with the Red Cross to train individuals within communities to rapidly establish and manage shelters until Red Cross staff can arrive and take over operations.

The scenario was a tornado striking Story City with the mission provided to the CDR of establishing a shelter at the E-Free church. Organizations that participated in the exercise were; Story County Amateur Radio Emergency Services (ARES) group, Central Iowa Jeep Club, Story County United Way, RSVP, Story City Harvest E-Free Church, Red Cross and EMA staff.

The concept was successfully executed and during the next fiscal year the CDR Coordinator will work to develop additional RATS groups in the four quadrants of the county.

Discussion of purposed changes to EMPG funding formula

With the current EMPG distribution formula, 50% base & 50% population, Story County is capped at \$39,000 a year. A state-wide committee of EMA's developed and proposed an alternative formula that added performance measures that would enhance local programs. The concept was provided to the Director of HSEMD who then followed up with a survey and spread sheet showing the changes in funding to each county. There was a significant negative response from counties projected to lose some EMPG funding, so it is unknown if the funding formula will change.

Discussion of funding for LEPC Commodity Flow Study

The Hazardous Materials Emergency Preparedness (HMEP) Grant belongs to the Local Emergency Planning Committee (LEPC). EMA staff apply for and manage the grant on behalf of the LEPC. There has not been a commodity flow study to identify and quantify the hazardous materials transported across the county since 2001. The LEPC has applied for funding for the last three years and either received no or reduced funding. The FY 18 grant has allocated \$9,714 towards the study with the possibility of an additional \$7,268 in reallocated funds. The allocated funds along with the possible reallocation would cover the \$17,000 estimate. The LEPC is asking the Commission to allocate \$2,315 from the FY 17 budget savings and \$685 from FY 18 budget savings to supplement the cost of the commodity flow study up to \$20,000 should the bids be higher than the estimate. The decision on expenditure of funds toward the study will be up to the Chair. The Chair will hold the \$2315 until the cost of the contract is known.

Other:

Sgt. Quinn spent six months with Interpol serving as an information analyst for child protection and human trafficking. The experience has allowed her to develop local protocol for Story County.

ISU has assessed and is building EOC capacity for the University. ISU is looking at the EOC staff training and how ISU can support to County in times of disaster. There has been a significant issue with the bi-directional antenna on the EH&S building that is being solved by RACOM and EE.

Next Meeting: October 18, 2017

Adjournment: Motion by Jensen, 2nd by DuPont to adjourn. MCU