

Quarterly Emergency Management Commission Meeting

Call to Order

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

Attendance:

John Haila-Ames	Steven Kovarik-Cambridge
Jon Popp-Gilbert	Craig Henry- Huxley
Ken Kling-Kelley	Chris Erickson-McCallsburg
Steven Gast-Maxwell	Brett Barker- Nevada
Jerry Balmer-Roland	Jeff Larson-Roland
John Kahler-Slater	Mike Jensen- Story City
Nicole Goeser-Sheldahl	Elizabeth Quinn-SCSO
Rick Sanders- BOS	Stephen Simpson-ISU EMA
Matt Boeck- Story County GIS	Keith Morgan-EMA Coordinator
Melissa Spencer-Deputy Coordinator	

Consent Agenda

- Consider approval of January 2018 Meeting Minutes
- Consider approval of April 2018 Agenda

Spelling correction to John Haila’s last name in the January minutes
Motion by Henry, 2nd by Haila to approve the Consent Agenda with the changes to the minutes, MCU

Old Business

Hazard Mitigation Plan Revision

The data collection guides from the jurisdictions were due on March 14, 2018. Three communities still have not submitted sheets to AMEC. The second planning meeting will be April 25, 2018 at 7pm in the public meeting room of the Story County Administration Building. This meeting will review the risk assessment results, review and update mitigation goals, and begin status updates for the previous mitigation actions. Per FEMA criteria, jurisdictions and schools need to have representation at the April and June meetings or they will not be covered by the plan.

After the second and third meetings, communities will have homework to include assessing the community risk, developing local mitigation strategies, and public outreach. When it is completed, communities will receive copies of the draft plan and be encouraged to have citizens review and comment on it. The final draft will then be reviewed and approved first by Iowa HSEMD and then FEMA. The Board of Supervisors will be the first to adopt the plan in May of

2019 followed by each jurisdiction and school district. As mitigation strategies are developed, jurisdictions are encouraged to look beyond applying for grant dollars and work to identify the best strategies possible to mitigate disasters in their communities. There are many no cost projects that could be completed that may substantially mitigate risk.

Training Exercise & Planning Workshop (TEPW)

The Commission's Strategic Plan includes focusing on ways to improve cross-jurisdictional and cross-discipline training, exercise and planning. The SCEMA sent data collection sheets to first response agencies, the Local Emergency Planning Committee (LEPC), the Coalition for Disaster Recovery (CDR), and schools, asking them to rank order eight specific threats and then provide information on capability gaps within their community for each specific threats. Fourteen responses came back ranking severe weather and flooding as the top two threats faced. The top two capability gaps identified were planning and training. This data collection shows that planning and training for severe weather events should be a priority.

The action items identified from the data collection are planning, training and exercises.

Planning items identified were as follows:

- Local Emergency Operations Plans (EOPs)
 - SCEMA staff will work with communities to develop standardized local emergency operations plans (EOP's) that mesh with the county EOP.
- Risk Assessment Planning
 - Establish availability and interest in the NFPA-1600 Emergency Management and Business Continuity classes.
- Reunification Planning
 - Schools should have reunification as part of their mandated emergency operations plans.
 - The Story County Coalition for Disaster Recovery (CDR) and SCEMA are developing a Family Assistance Center to be a single point for disaster services to include reunification.
- Social Media Management
 - Working with volunteers to develop policies and procedures on how social media will be managed during a disaster.
 - Address how to collate information to formulate messaging consistent across all social media sites.
- Cash Donations Management
 - The United Way has taken the lead in developing a plan and process for receiving and disseminating donations at the local level.
- Volunteer Activation
 - Continue to develop plans and processes for mobilization, use, and demobilization of volunteers supporting requests for assistance from communities during an emergency response.

Training on ICS 100 & 200 was requested. SCEMA will poll partners to establish the level of interest to review the basics in a classroom setting.

An exercises to test Story County’s ability to share information between cities, first responders, and other community agencies. An additional component of the exercise will be to exercise reunification plans.

The TEPW process is long term planning requiring the support of communities and first responders to be successful.

Commission members asked for SCEMA staff to notify them when their community agencies are not responding to informational requests like the TEPW. They will follow up and ensure response.

Coalition for Disaster Recovery (CDR) Coordinator Position

The SCEMA is contracting with Central Iowa Retired and Senior Volunteer Program (RSVP) to fulfill CDR Coordinator duties. The current Coordinator, Betty Boccella, will be stepping down at the end of this fiscal year. RSVP Volunteer Coordinator, Lori Williams, will be taking on the Coordinator duties as of July 1st, 2018.

New Business

Matt Boeck, the Story County Geographic Information System (GIS) Coordinator, provided information on recent efforts to make his office more responsive and capable to assist with emergency management GIS needs before, during, and after a disaster. His efforts include attending a class on GIS support to emergencies at the Emergency Management Institute (EMI) in Maryland, participation in Emergency Operations Center (EOC) exercises, and purchase and training on equipment that will allow him to operate in the field. He offered to work with communities to help them learn how to map out critical infrastructure prior to a disaster which significantly improves their ability to plan for and respond to emergencies.

Plan Approval

Emergency Support Function (ESF) 10 Hazardous Materials - Inputs were requested at the last meeting to clarify jurisdictional obligations if they utilize the Commission’s contract with Des Moines HazMat. The consensus of the Commission was that a jurisdiction’s request for the Hazmat team constituted a request to use the disaster fund to pay the response bill. Language was added to the draft ESF 10 as follows: “Per Ref 12 (Bylaws), The Story County Emergency Management Commission may utilize the Disaster Fund to cover immediate response and recovery costs for a jurisdiction. As outlined in the Story County Emergency Management Commission bylaws, the jurisdiction will have one (1) year from the date of payment to reimburse the Commission the full amount paid.” If there was dire hardship for repayment, the Commission could work with the affected community and modify these terms of repayment.

It was stressed that each community should develop and adopt a local ordinance for the recoupment of costs from a spiller. Commission members requested the SCEMA provide template of a HazMat cost recovery ordinance. The Coordinator stated the Story County

Attorney is reviewing the Story County HazMat ordinance and it will be shared when the review is completed.

ESF 11- Ag and Natural Resources & ESF 15 Public Information, contained minor changes from the previous update.

Motion by Huxley, 2nd by Cambridge to approve the plans as presented. MCU

Human Resources Changes

Story County updated county policies on over time and holiday pay. The Commission has a history of adopting Story County HR policies when possible. One significant Story County HR policy change concerned overtime pay and on call compensation. The new Story County policy calls for one hour of pay at regular rate for each day on-call. This is not feasible for a two-person office. On call and call back work is an expectation of the position and the salary and pay reflects this expectation. Other than the on-call policy, the Coordinator recommended the Commission adopt the updates to the Story County Handbook. Sanders explained that the changes to the County policies stem from changes at the state level and were designed to make union and non-union employee pay more consistent.

Motion by Cambridge, 2nd by Kelley, to adopt the Story County Handbook with the exception of the on call policy. MCU

Quarterly Report

Morgan provided the following highlights from the quarterly report:

Several responses this quarter to include the multi-vehicle crash on I-35 in February. A large after action meeting was with local and state response agencies and tow truck companies attending. A second after action focused on temporary sheltering activities in Ames was conducted. The two after action meetings identified seventeen after action items. The SCEMA will use the Ames Area Multi-Disciplinary Safety Team to address one of the after action items, diversion routes on I-35 and Hwy 30. A few weeks later, there was another large multi-vehicle crash at the Polk/Story line. This is an example of why emergency management is here to provide multi-agency, multi-jurisdictional response and planning. The current I-35 closure plan was a good start and allowed agencies to adapt to the needs of the Story and Polk County crashes.

The Deputy Coordinator responded to a hazardous material incident that started in Boone County and traveled into Story County.

A commodity flow study along transportation routes in Story County continues. The study will identify “hot-spots” where potential HazMat transportation risk intersect populations or critical infrastructure. This information should be used for emergency response planning and training.

RAGBRAI is coming July 24-25th. SCEMA staff is meeting with Ames Convention and Visitors Bureau on planning efforts. The focus of SCEMA staff will be on the unincorporated areas of the county to facilitate integration of plans across jurisdictions.

SCEMA staff is willing to present city jurisdictional leadership training again if needed. This is the same training conducted in January for newly elected officials.

The CDR is continuing to develop and train the Rapid Action Teams for Sheltering (RATS) in Ames and Huxley. They next goal is to establish a team in eastern Story County.

The SCEMA brought the electrical companies to discuss a long-term power outage. Discussions with all companies together developed a better understanding of the impacts and what planning and response capabilities should be considered.

During the statewide tornado drill in March there were some difficulties with the paging system and sirens not activating in communities. Communities are encouraged to work with Dispatch on the issues.

Morgan is working with the Civil Air Patrol on developing a staging team to be deployed during a disaster to assist communities with resources that will respond during a disaster.

SCEMA is working with local representatives to have sign language skills available for emergencies and first responders.

Story County is planning a COOP/COOG exercise. Please come and observe so you can see how they have developed the decision making process to continue operations. Keith will send out the dates for the three-phased process.

Other:

DuPont is now fully shut down with an end date for April 30 for the remaining staff. There are multiple options for handling the remaining stover. They have made offers to each landowner to dispose of the piles on their land. The landowners have signed non-disclosure agreements but the County will be talking with farmers on what the expectations are for disposing of bales. Options are for grinding them and feeding to cattle, removing the tarps and letting it decay naturally. Grinding cannot be done due to forks being left in the pile. There are no requirements that can be placed on DuPont for the disposition of the bales. They are still considered agricultural product and therefore cannot be regulated by the County or local level. There have been court cases that have upheld this issue in other parts of the state.

Next Meeting: July 18, 2018.

Adjournment: Motion by Huxley, 2nd by Ames to adjourn. MCU Meeting adjourned at 8:31 PM.