

Quarterly Emergency Management Commission Meeting

Call to Order

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

Attendance:

John Haila-Ames	Steven Kovarik-Cambridge
Earl Otto-Colo	Gerry Stoll- Huxley
Kenneth Kling-Kelley	Chris Erickson-McCallsburg
Steven Gast-Maxwell	John Kahler-Slater
Mike Jensen- Story City	Nathan Hovick-Roland
Paul Fitzgerald-SCSO	Rick Sanders- BOS
Angie Jewett- Iowa State University	Keith Morgan-EMA Coordinator
Melissa Spencer-Deputy Coordinator	Clint Miller-Story Co. ARES

Consent Agenda

- Consider approval of July 2018 Meeting Minutes
 - Consider approval of October 2018 Agenda
- Motion by Fitzgerald, 2nd by Kovarik to approve the Consent Agenda, MCU

Old Business

Hazard Mitigation Plan Revision

The Contractor sent out the draft copy for all jurisdictions and schools to review. Please review your information closely as EMA staff have already found the need for multiple corrections. Once revisions are complete from the first review, the plan will be sent out for public comment. Once public comments are collected and additional revisions made, the plan will be sent to Iowa Homeland Security and Emergency Management (Iowa HSEMD) and FEMA for approval pending adoption. In May of 2019, the Story County Board of Supervisors (BOS) will be the first agency to adopt the plan by resolution with all jurisdictions and school boards to follow. The BOS adopting the plan will restart the 5 year clock for the next update.

Commodity Flow Study

The Commodity Flow Study is complete. Because Story County has a strong Local Emergency Planning Committee (LEPC), grant dollars were acquired to pay for the study through the Hazardous Material Emergency Preparedness Grant (HMEP). The contractor spent 64 hours collecting data from the Interstate and State highways across Story County. A total of 576 vehicles had identifiable placards with flammable liquids and compressed gases being the top two categories of hazmat identified. In addition, substances with polymers, oxidizers, and explosive substances were identified traversing Story County highways.

Union Pacific railroad data from 2017 showed the highest number of cars carrying hazmat through Story County contained a mixed load of hazardous materials within intermodal style containers. Ethanol and ethanol related product cars are the second highest in number. Similar to highway traffic, there are a number of polymers, oxidizers, and other toxic inhalation substances traveling the rails. Some of these hazmat products may increase risk should a train derail inside of a community.

A majority of the pipelines crossing Story County contain oil and natural gas. There are several large diameter lines that run along the interstate and 610th Ave and a large diameter gas line running through north Ames.

A very useful tool created from the gathered data is the Hot Spot Analysis. A total of 20 hot spots were identified across Story County. The contractor created buffer zones based upon the hazard and the buffer zone's intersection with critical facilities along transportation routes. Receptors such as public drinking and waste water sites, protected lands, first responder facilities, care facilities, etc. were identified and listed with the hot spot identified. Jurisdictions should use the hot spot information to assess local response capabilities, to enhance training for response personnel, and to conduct response planning for these buffer zones.

Due to sensitive information in the report will not be posted publicly. It was requested by the Commission that an electronic copy of the report be sent to jurisdictional executives and first responders after the meeting.

Command Vehicle/Trailer

The trailer from Winneshiek County was purchased with the \$20K donation from the Dakota Access Pipeline and has been delivered. The next steps will be to establish a standard operating guide, modify the trailer to fit in the secondary roads shed in Ames. The shed in Ames allows for the trailer to be plugged in to keep equipment batteries charged. Immediate expenses include, removal and application of new decals, a backup camera on the truck so one person can manage the trailer, map holders, and generator servicing. Long-term projects will be the purchase of a dedicated portable projector and computers, installation of an awning, radios and a possible bridging unit. The installation of radios and bridging unit will be dependent on the final design of the new radios system. The immediate needs will be addressed with FY18 end of year savings and any savings from the FY19 budget. The FY 2020 budget will have a line item of \$8700 which should address the additional long term projects.

Through the development of the SOG's there will be a process for jurisdictions to request and transport the trailer for an incident. The Commission has insurance for the trailer. Other damages during an accident caused by the agency towing the trailer will be the responsibility of the agency doing the towing. Estimates were obtained from 3 companies in Ames with \$4K being the highest estimate. Iowa Prison Industries also applies graphics and will be asked for a quote.

New Business **Quarterly Report**

Response

Story County is still working through the recovery process from the weather events in June and July. Story County jurisdictions had a total of \$542,000 in public infrastructure damages with \$200K experienced by Story County Conservation and Secondary Roads, \$201K in Ames, \$3,500 in Kelley with the balance from Iowa State University. FEMA has developed a new online system for reporting projects that should expedite the reimbursement process.

The Presidential disaster declaration did not include FEMA individual assistance. However, the Governor's Iowa disaster declaration activated the Iowa individual assistance and disaster case management programs. Mid-Iowa Community Action (MICA) in Ames administered the program in Story County with 12 households receiving a total of \$28,564. Disaster case management was initiated for 17 families.

The STAR1 Search and Rescue team had three deployments during the quarter. They assisted with searches in Altoona, southern Iowa, and the ISU golfer, Celia Barquin-Arozamena. The STAR1 team has responded to well over 100 missing persons cases in the 25 years of the program. They have been a valuable volunteer asset to Story County and well worth funding from the SCEMA budget.

Planning

Chris Mondak has volunteered her time to work with Ames and Story County Animal Control and SCEMA to develop the pet sheltering plan for the Story County Emergency Operations Plan. Emergency animal sheltering planning is required by the Post Katrina Act.

The Coordinator has been working with businesses from across Story County to be a partner in disaster response and recovery. Morgan and Safeguard Iowa met with the Ames Economic Development Commission (AEDC) and Ames Chamber of Commerce to advocate for developing a business disaster response and recovery network across the county.

Training

Morgan and Spencer graduated from the FEMA Basic Academy in August. The classes were four weeks spread over four months. The training covered a wide range of topics from strategic planning to science of disaster. Morgan was also integral in coordinating with Iowa HSEMD, Des Moines Area Community College and FEMA to bring the course to Iowa.

Morgan along with Mitch Nordmeyer, State Training Officer from Iowa HSEMD, instructed an ICS 300-ICS for Expanding Incidents class in Nevada. Of the 26 students, 14 were from Story County agencies. The scenario used for the training was the multi-vehicle crash on I-35 this past winter. This training was requested as part of the county wide Training Exercise and Planning Workshop (TEPW) conducted last year.

Operations

From the severe weather events this summer there are many lessons learned that will be integrated into Story County's EMA program. Having a well-trained EOC staff, a volunteer management and debris management process and damaged assessment are essential. Thank you to the Story County Board of Supervisors for their continued support of county employees training as EOC staff.

The SCEMA and Iowa HSEMD have signed an MOU to store a 6" trash pump in Kelley. Kelley will have first use of the pump if needed. The pump can also be shared around Story County if needed. Iowa HSEMD can also request the pump to be deployed to other counties if not in use here.

Way Ahead

During the last legislative session, Iowa Code 280.30 was modified to call for schools to create and test high quality emergency plans. The success of the plans relies not only their development, but exercising the plan with local first responders and other stakeholders in the communities. The SCEMA will be working with schools and attending planning meetings to assist schools in the development of their plans.

October 30th will be the annual notification drill of the I-35 Closure Plan. This drill tests the established procedures to ensure all agencies involved can be contacted.

Morgan has been working with the Central Iowa Jeep Club to make the "trash" pump and trailer housed in Story City road worthy. This group also through membership in the Story County Coalition for Disaster Recovery (CDR) has embraced the mission of towing the mass care trailer. This is another example of how volunteer groups can assist emergency management increase local capabilities.

EMA staff will be starting the FY19 review and update of the Story County EOP. The Basic Plan, Communication, Emergency Management, External Affairs/PIO and Hazardous Materials will be revised this year.

Certification of ESF-14 Long Term Recovery & Hazard Mitigation Plan

Since Story County was included in the Presidential Disaster Declaration there is an Iowa Administrative Code requirement for Story County to review and recertify long term recovery and hazard mitigation plans. Since the current hazard mitigation plan is under review, a bulk of the revision was to ESF 14 with a focus on integrating lesson learned in Polk and Marshall Counties disasters. Language was modified to make the Story County EMA the decision maker at all levels of EOC activation. Damage assessment was made a higher priority with a shift from the paper process to the Iowa HSEMD electronic collector software. Language was added that allows the Chair of the Commission to declare and sign a disaster declaration on behalf of the whole county. This process has been done before but now the language in the plan follows the practice. If there is a single community affected or if local emergency powers need to be enacted, a community should still sign their own local declaration. Motion by Kling, 2nd by Jensen to approve the plan as presented. MCU

Preliminary Budget Workshop

This is the time to provide direction for the budget meeting in January. Not much changes from year to year but having a discussion on the direction of the budget maximizes the Commissions time by only having this meeting before budget approval. FY18 closed out with a budget surplus of \$10,656.61. Expenses carried forward into the FY19 budget payments for the Hazard Mitigation Plan and grant expenses not reimbursed as planned, resulting in a total of \$6,092.79 extra expenses in FY 19. Actual end of year savings was \$4563.82, which represents 1.7% of the total EMA budget.

No re-estimation of the FY19 budget is planned due to costs related to the trailer, mitigation planning, radios and added cost of replacing the EMA computer. Any surplus from the FY19 budget will go to fund the trailer rather than reducing the Commission FY 20 funding request.

Purposed FY20 increases in salaries and benefits will bring EMA staff to the salary midpoint for each position as planned for in previous years. Equipment insurance will increase to cover up to \$100,000 replacement cost of the Command & Communications (C2) trailer. A line item will be generated to capture costs associated with trailer equipment and operations. The fuel and maintenance line item is projected to decrease \$850.00 as tires were replaced as anticipated in FY 19. The office equipment line item is projected to drop \$1500 reflecting an infrequent purchase of a computer for the Coordinator in FY 19. Looking forward to the FY 21 budget, there should be a \$10,000 decrease in expenses as the disaster fund will reach target levels.

The FY20 budget contains significant uncertainties. The County will be changing phone vendors and there is no clear picture of whom the vendor will be or future costs. Currently there are 15 EOC phones and 2 office phones paid from the budget. Staff is estimating a \$7900 expense that included phones and a 15% increase for services. Savings of \$49,800 are anticipated to be expended for radio equipment in the FY 20 budget. The cost of replacing radios may exceed funds saved and the cost of tower fees may change from current rates.

Sanders updated the Commission on the radio system replacement process. Ames, Iowa State University and Story County anticipate funding the 4 million dollar backbone. The Request for Proposal (RFP) for the radio system has been posted for bid. There has preliminary discussions on how the numbers of radios may impact future tower fee costs and if there is a need for a cache of emergency radios. There is still a lot of detail to be worked out in relation to the new radio system.

Other:

January will be the budget hearing so an elected official should attend the meeting.

Next Meeting: January 16, 2019.

Adjournment: Motion by Fitzgerald, 2nd by Jensen to adjourn. MCU Meeting adjourned at 7:56 PM.