

# **Franklin County Emergency Management Commission Meeting Agenda**

Franklin County Law Enforcement Center-Multi-purpose Room

May 6, 2015

19:00

Type of Meeting: Regular

Meeting Facilitator: Larry Richtsmeier, Chairman

Invitees: Brook Boehmler-Mayor of Hampton ABSENT-DICK LUKENSMEYER and MEGAN FRIE, Mike Nolte-Board of Supervisors, Michael Norman-City of Hansell-ABSENT, Nick Wilson-City of Sheffield, Kevin Erickson-City of Coulter, Kent Morton-City of Latimer, Darrel Baxter-City of Alexander, Sean Porter- City of Geneva, Dale Maas-City of Popejoy-ABSENT, Thomas Craighton-EMA Coordinator

Guests-Robert Schaefer-Hampton Police Department, Jody Bardole-Franklin County Communications Manager

- I. Call to order-1900 by Chair Larry Richtsmeier
- II. Roll call-as noted above and Quorum Established
- III. Approval of Agenda-Motion by Kent Morton, seconded by Dick Lukensmeyer motion passed unanimously
- IV. Approval of minutes-
  - A. March 4, 2015-Motion by Mike Nolte, seconded by Kent Morton to approve. Motion passed unanimously.
  - B. April 1, 2015-Motion by Mike Nolte, seconded by Kent Morton to approve. Motion passed unanimously
- V. Public Hearing for Franklin County Emergency Management Communications Division Budget Amendment-Motion by Dick Lukensmeyer, seconded by Sean Porter to open Public Hearing on Budget Amendment for Dispatch Budget. Motion passed unanimously.

Discussion on raising budget to \$308,000 from the current \$278,912.00. Current amounts used are \$246,797.84 which is 88.49%.

Motion by Kent Morton, seconded by Sean Porter to Close Public Hearing. Motion passed unanimously.

- A. Approval of Budget Amendment-Motion by Sean Porter, seconded by Kevin Erickson to pass and approve the Budget Amendment of \$29,088.00 to raise budget amount to \$308,000. Motion passed unanimously.

## VI. Old Business

- B. EMA Functions-Discussion about EMA responding and working at Fires in the county. It was the feeling of the board that part of the EMA function was to respond to fires.

Mike Nolte motioned and Dick Lukensmeyer seconded motion that EMA may respond to fires in the county and may also continue to volunteer with Fire Departments in the county. EMA may work as a volunteer firefighter at these fires and is off EMA time and on the liability of the individual fire department he is a part of during the fire. Motion passed unanimously.

Further discussion that EMA no longer does any EMS work with Franklin General during working hours.

## VII. New business

- A. Approval of Claims for EMA-Telecommunications-Claims have been being paid as they come in to attempt to alleviate service charges. Chair signs off on these and they are sent to Auditor the same day of next day usually. Dick requested that the Commission get a list of the claims each month. Thomas will send April's out to Commission by email.
- B. Emergency Management Budget Amendment Discussion-Discussion of current budget at \$97,670.00 and current use is \$85378.37. This is 87.42% of budget Average usage is \$5800 per month with nearly \$5000 of the being fixed with Salary and benefits. IT was felt we did not need to amend budget for this year.
- C. Set Public Hearing for EMA Budget Amendment-Deleted after above discussion.

## VIII. EMA Coordinator Update-

- A. Siren Best Practices-Discussion of new guidelines out attempting to get Outdoor Warning Sirens to be tested and used the same across the country. This would mean not using them for noon and 6pm sirens for the individual towns. This document had been sent to the Commission prior to the meeting. Consensus was that all would look at this and we would continue to move toward standardizing.

Franklin County sets off Outdoor Warning Devices for winds in excess of 70mph and tornadoes as messages are received from National Weather Service of Des Moines.

- B. Memorandum of Understanding document-Discussion was held around the Memorandum of Understanding to include a clause on each agency signing needing at least \$1million in Liability coverage. Motion by Mike Nolte, seconded by Sean Porter to use the Memorandum of Understanding as presented. Motion passed unanimously.
- C. Exercises in Allison and Mason City-Thomas has and will be attending these exercises along with other EOC staff. Chair encouraged all to complete the ICS courses on line. Thomas will send the needed information out by e-mail.
- D. HPAI-Emergency declarations in Wright County and State of Iowa-
- E. Thomas updated on current situation I Iowa. There was discussion of the areas this could affect in Franklin County. A discussion of Possible Declaration of Emergency will be discussed at the Franklin County Board of Supervisors meeting on Friday May 8, 2015.

**NEXT MEETING JUNE 3, 2015 1900 at Franklin County Law Enforcement Center**

Adjournment-Motion to adjourn by Dick Lukensmeyer, seconded by Kent Morton, motion passed unanimously.