



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

August 2, 2017

Franklin County Law Enforcement Center-Multi-purpose Room

19:00

Type of Meeting: Regular

Meeting Facilitator: Chair-Sheriff Linn Larson

Invitees: Meghan Freie-City of Hampton, Mike Nolte-Board of Supervisors, Michael Norman-City of Hansell-Absent, Jim Hegarty-City of Sheffield-Absent, Kevin Erickson-City of Coulter, Mark Johansen-City of Latimer, Thomas Schear-City of Alexander, Sean Porter- City of Geneva-Absent, Dale Maas-City of Popejoy, Thomas Craighton-EMA Coordinator, Jody Bardole- Communications Manager  
GUESTS-Sheriff Dave McDaniel, Mark Freie, Gary McVicker, Mitch Nordmeyer, Dawn Craighton, Dr. Jordan McLennan, Sheriff Jason Johnson, HPD Chief Robert Schaefer,

**Call to order-** at 1905 by Chair Linn Larson

**Roll call-**6/11

**Approval of Agenda-** Meghan had an addition to Agenda requested on Vehicle Use and policy. Mike Nolte moved to approve agenda with addition of item, Thomas Schear seconded motion passed.

**Approval of minutes from last meeting:** June-Discussion on items discussed at public comment portion of June meeting. There were four items that were to have been on this month's agenda. Mark Johansen moved to approve minutes as submitted and to add the four items to old business under tonight's agenda. Meghan Freie seconded and motion passed.

**Public Comment/open discussion-** Mitch Nordmeyer expressed support of the job Thomas does for Emergency Management, thanking Franklin County for the support that Thomas gives in times of disaster.

Butler County Sheriff Jason Johnson expressed his support of Thomas' work in the Emergency Management role and his working relationship with the work Thomas has done in Emergency Management.

Hardin County Sheriff Dave McDaniel expressed support of the job Thomas does as far as Emergency Management and the relationship he has with Fire Departments that other EMA coordinators do not have across the region.



**Communications Division Update:** Jody Bardole-Manager-Jody updated that Franklin County will be hosting the Region 2 Communications managers meeting August 10 here at LEC. Thomas will be discussing 28E and EMS and Dispatch protocols.

Jody is also working on hosting a Sex Trafficking seminar for communications, LE, Fire and EMS. This will be held in late September at LEC open to regional personnel.

- A. Approve Communications Division Financials- June-motion by Meghan Freie to approve financials as presented. Dale Maas seconded. Motion passed.
- B. New monitor-stand and software-need motion-Jody discussed need for another monitor for each dispatch console to maintain the EMS, ELE, EFire Program during 911 calls. She presented the Quote from Gabe Johann County IT to complete this. It requires a special program to expand the number of monitors per computer and the monitor and stand to hold two screens. Total price \$2631.48 Meghan Freie moved to approve purchase, Thomas Schear seconded motion passed.

**Emergency Management Financials:** June Mike Nolte questioned the item in Small Equipment at \$12,000. This was the Light tower. Discussion held regarding line item for this. Thomas Schear motioned to approve financials with Thomas sending email to Auditor to move Light Tower from Small equipment to other line item 60000-10500-638-70. Dale Maas seconded. Motion passed unanimously.

#### **Old Business-**

1. Tahoe Issues
  - a. Invoice Difference from Initial Quote-Thomas had sent out a detail of the differences of the quote and the actual cost to upfit the Tahoe including graphics, lights and command configuration in rear. No more discussion on the item.
  - b. \$126.00 unpaid balance-need approval-Thomas presented and email from Jennifer McIntosh at Karl Chevrolet that stated as was discussed the \$126.00 difference in the check written and the final paperwork of \$126.00 was not to be paid but that it was an item she could remedy if Michelle would call her direct. Thomas will send an email to Michelle Thursday.
2. Comp Time-discussion: Much discussion about comp time for dispatchers and the county wanting to limit comp time to 40 hours. Much of this discussion was around the stress of communications personnel and the differences of communications personnel and not having closure on severe calls. Discussion of PTSD and having time for “mental health’ time after a critical situation handled.
3. Vehicle Use and Policy- Meghan Freie started with Iowa Code on Emergency vehicle use and driving. The Emergency Management Vehicle is an authorized Emergency Vehicle, does fit



inside this code. There was much discussion on use of lights and sirens and driving during use of lights and sirens and how that determination is made. This is a case by case basis. The job description has response to Emergency situations at Fire, HazMat, motor vehicle crashes with multiple Victims and agencies, etc.

Job description will be revisited in September at meeting.

4. Driving complaint from June-This item was discussed at last month's meeting during public Open comment and was moved to this agenda. Discussion centered on the previous discussion and no further action taken.
5. Medical Examiner Investigator. Thomas is no longer the MEI for Franklin County due to conflict in policy and current role as EMA. Thomas updated that after Board of Supervisors meeting two weeks prior that after the Board of Supervisors clarify their policy he could reapply as stated at the Supervisors meeting.
6. Personal Appearance of EMA - This item was moved to agenda as it was discussed as a problem that a few people thought Thomas dress attire was not appropriate. This item was discussed and Thomas work attire is fine. No further action taken.

#### **New business**

1. **ASPCA grant-need approval to submit.** Thomas updated that ASPCA had another grant available for equipment to handle animals in disaster or accidents. The grant is written requesting a corral and chute to corral large animals in case of vehicle accident or other disaster. Motion by Mark Johannsen to submit grant for approx. \$12,000, seconded by Thomas Schear. Motion passed unanimously.

#### **EMA Coordinator Items-**

Thomas updated he will be attending the Iowa Association of Counties fall meeting and the legislative portion preceding the conference in Des Moines.

**Adjournment-**Motion by Dale Maas to Adjourn seconded by Meghan Freie, motion passed unanimously. 2130

Respectfully submitted by Thomas A. Craighton EMA coordinator, secretary.