

Meeting of Wapello County Emergency Management Commission

6:00 pm, February 1, 2018, 330 W. Second St. Ottumwa

In attendance: Mayor Tom Lazio, Ottumwa; Mayor Pro-Tem Kevin Smith, Blakesburg; Sheriff Mark Miller; Mayor Pro-Tem Mike McClure, Eldon; Mayor Doug Greenlee, Eddyville; Mayor John Richmond, Chillicothe; Mayor Marilyn Walker, Kirkville; Supervisor Jerry Parker; Coordinator Tim Richmond. Chairman Parker opened meeting at 6:00 pm and asked room to present introductions since many new members were present.

Public Hearing regarding FY19 Budget. Chairman Parker opened public hearing. No written were received. No oral comments were heard. No public was present. Coordinator Richmond pointed out an error that was on the worksheet from last meeting. Fuel line was overstated by \$300. Amount is corrected in budget worksheet. No comments from Commission members. Sheriff Miller moved to close hearing. Mayor Lazio seconded. All ayes. Motion passed.

Public Hearing regarding FY18 Budget Amendment. Chairman Parker opened public hearing. No written were received. No oral comments were heard. No public was present. Coordinator provided itemized list of additional revenues: \$988 ICAP safety grant, \$20,000 Dakota Access Pipeline Grant, \$700 reimbursement for Haz Mat Symposium attendees from SIRG. Expenditures: \$988 for safety items; Dakota Access: \$20,000 half for drone, half for county-wide projects for response entities; From reserve: \$10,000 for drone; \$12,500 command center and radios for Tahoe; \$4000 for EOC radios. Mayor Walker moved to close the public hearing. Sheriff Miller seconded. All ayes. Motion passed.

Regular meeting. Chairman meeting called meeting to order. Sheriff Miller moved to approve minutes of January 10, 2018 meeting. Mayor Lazio seconded. All ayes. Motion passed.

Financial statements. Coordinator provided current balance sheet of the Commission's fund.

Resolution 1-2018 FY19 Budget. Mayor Greenlee moved to approve Resolution 1-2018 adopting FY19 Budget. Mayor Walker seconded. All ayes. Resolution approved.

Resolution 2-2018 FY18 Budget Amendment. Mayor Lazio moved to approve Resolution 2-2018 adopting FY18 budget amendment.

Evaluation of Coordinator. Sample document was provided as promised by Mayor Potts. Mayor Lazio felt it would be best to have something on file. Sheriff Miller suggested each member fill out form and forward to chair for compilation. Discussion on regular meeting schedule. Proposed first Thursday of every even month with exception of April meeting. April 5th many members are attending MLA meeting so that meeting will be April 4th. Chairman Parker asked each member fill out the provided form and send to him by March 28th to allow time for compilation before April 4th meeting. Mayor Pro-tem McClure reported Coordinator helped the Eldon City Council with a very large project of merging three entities into one that provide fire protection for the Eldon area.

FFY18 EMPG Grant work plan. Coordinator provided the work plan for the current EMPG grant period. Three major projects are part of the plan: county-wide communications plan for emergency services radios, ESF updates, credentialing system. 911 Board just completed their 5-year plan to upgrade equipment to digital capable. All departments now have the new equipment. Coordinator discussed issues that occurred when equipment was rolled out. Coordinator is working with all departments to agree on naming conventions, radio functionality and frequency programming. There are a lot of issues with users not understanding how the radio system works because education has not occurred. Coordinator is working on a radio programming plan as well as an education plan.

Coordinator reported the SIRG board had indicated willingness to partner on the drone project. Chairman Parker indicated Board of Supervisors would also be willing to partner for benefit of Sheriff. A deputy will be attending pilot training with the Coordinator.

Coordinator asked the Commission to consider thinking about building or buying a location to stage equipment. EMA has a state owned generator and floor pump at county roads. There currently isn't space available to stage disaster medical supplies. There is not adequate space in the law center to store other EMA related equipment. May be possibilities in partnering with Ottumwa Fire, Wapello Co Rural Fire, and Sheriff.

Resolution 3-2018 setting regular meeting date and time. Sheriff Miller moved to approve Resolution 3-2018 setting meeting at 6:00 pm on first Thursday of even months. Mayor Lazio seconded. All ayes. Motion passed.

Mayor Walker reported she received a call from a member of the Wapello County Rural Fire Board stating their entity has been providing EMS services in Kirkville since Eddyville Fire does not. That person asked if the City of Kirkville would contribute to the cost

of doing so. Mayor Walker asked how this was handled in other communities. Coordinator Richmond explained state code requires fire protection but does not require EMS. Coordinator Richmond explained how EMS services work and the legal requirements of cities and townships. Coordinator explained history of how EMS has been provided for Kirksville including Chillicothe First Responders and the later transition of that entity becoming part of Wapello Co Rural Fire. Mayor Walker asked Coordinator to come to a Kirksville council meeting to explain the background and the legalities of fire protection and EMS to the new council.

Adjourn. Sheriff Miller moved to adjourn. Mayor Richmond seconded. All ayes. Motion passed.

_____ Tim Richmond, Coordinator