WORTH COUNTY

EMERGENCY MANAGEMENT COMMISION

MINUTES OF THE January 27th 2022 MEETING

The meeting was called to order by Chairman Dan Fank at 6:00 pm. A Quorum was established with 6 members represented. Sheriff, Northwood, Kensett, Hanlontown, Grafton and Supervisor Lowberg all in person. Coordinator Tomlinson in person. Marilyn Staynor was in attendance.

A motion to approve the agenda with a correction to 5a to read resolution 2022.1.27.2 was made by Hanlontown, 2nd by Kensett. Motion passed all ayes.

A motion to approve the minutes of the December 2021 meeting was made by Kensett, 2nd by Northwood. Motion passed all ayes.

Old Business

Coordinator updated the commission on the trailer radio/ cell booster project. All material/ components are in just waiting for a slot to work the trailer into at the installers business. Possibly within the week. Drop dead date of March1st for this vendor.

Kensett has submitted a shelter agreement and it was signed for the Kensett Community Center.

Storing the MOC trailer. Discussion held the current situation of needing to find a suitable place for the trailer and not having certainty of the availability each year. The coordinator updated that he has had preliminary discussion with NK superintendent about possibly placing the MOC trailer in a facility they are buying for a bus storage facility. We are still in the very early stages of that. There was a preference to lock in a multi-year agreement if possible but continue to search for a more permanent EMA owned solution.

Public Hearings

The meeting was recessed at 6:15pm. Motion by Kensett, 2nd by Grafton to open the public hearing for amendment of the FY 2022 Worth County Emergency Management Agency budget. Motion Carried. No public comment heard or received prior to the meeting. Tomlinson explained what the amendment was for. Motion to close the hearing by Kensett, 2nd by BOS. Motion Carried at 6:19

Motion by Kensett to pass Resolution 2022.1.27.2 amending the FY2022 Worth County EMA budget, 2nd by Hanlontown, Rollcall vote – BOS-yes, Sheriff-yes, Northwood-yes, Hanlontown-yes, Kensett-yes. Grafton -no elected official. Resolution passes.

Meeting was recessed at 6:21 Motion to open the public hearing by Kensett, 2nd by Hanlontown. Motion carried. No comments received in person or prior to the meeting in favor or opposed to the proposed budget. Motion to close the public hearing by BOS. 2nd by Grafton. Motion carried.

Motion by Hanlontown to approve resolution 2022.01.27.1 adopting the FY2023 Worth County Emergency Management Agency budget as published. 2nd by BOS. Roll Call vote. BOS-yes, Sheriff-yes, Northwood-yes, Hanlontown-yes, Kensett-yes, Grafton-no elected official. Resolution passes.

New Business

Discussion on EMA policies. Why we are developing them. Mostly driven by EMPG requirements but are good business practice. Motion by Kensett to approve policies 2022-01-00 General Policy, 2022-01-01 Fraud Reporting, 2022-01-02 PII protection, 2022-01-03 Documentation of Time and 2022-01-04 Procurement Policy. 2nd by Hanlontown. Motion Carried.

ESF 8 and 11 review and approval. Motion by Grafton, 2nd by Hanlontown to approve ESF#8 and ESF#11 2022 drafts. Motion carried.

EMA response fee review. Discussion on the response fee. A fee for a large generator was added to the power generation category at $100/hour and the rate for an extra response person was increased from $40 to $50/hour. Direction to add "county employee" to the example box for extra response person was made to clarify that ad-hoc volunteer would not be considered under this category. Motion to approve with the noted change by Northwood, 2nd by Hanlontown. Motion carried.

Election of Officers

Results   Dan Fank Chairman   Rick Scholbrock Vice Chair

Both seats were single nominations and passed unanimously.

 The next meeting will be April 28th 2022 at 6pm. Agenda items include possible MOA with IAHSEMD, ESF6 and 10 approval, Debris Management Plan Approval.

Motion to adjourn by Grafton, Second by Kensett. MCU at 7:24 pm

Respectfully submitted

Mark Tomlinson EMA Coordinator