

Cedar County Joint Emergency Management Commission
1410 Cedar Street
Tipton, IA 52772
(563)886-3355

Regular Quarterly Meeting

Thursday, April 13, 2023 at 7:36pm

The regular quarterly meeting of the Cedar County Emergency Management Commission was held on Thursday, April 13, 2023, both in-person and by online forum with the call originating from the Cedar County EMA Administrative Offices at 1410 Cedar Street, Tipton, IA 52772. Those attending in-person included: Warren Wethington, Cedar County Sheriff; Bruce Barnhart, Cedar County Board of Supervisors; Joe Sparks, Mayor of Bennett; Jill Cinkovich, Mayor of Lowden; Brian Carney, Mayor of Tipton; Dustin McAtee, Mayor of Stanwood; Roger Laughlin, Mayor of West Branch; John Hanna, West Branch Police Chief; Jacob Koch, Mechanicsville Fire Chief; Kevin Stoolman, West Branch Fire Chief; Kevin Rasdon, Bennett Fire Chief; Jared Semsch, Durant Fire Chief; Brittany Rogers, Clarence Ambulance; Jodi Freet, Director Cedar County EMA/911; Mindy Beekman, Office Coordinator Cedar County EMA; Sue Hall, Press. Attending virtually were Andrew Oberbreckling, Mayor of Mechanicsville.

Chair Wethington called the meeting to order at 7:36 pm.

Laughlin made a motion to approve the agenda; seconded by Cinkovich. Motion carried.

Laughlin made a motion to approve the minutes from the January 12, 2023 regular meeting; seconded by Cinkovich. Motion carried.

Laughlin made a motion to approve the minutes from the February 3, 2023 budget public hearing; seconded by Cinkovich. Motion carried.

Chair Wethington yielded the floor to Freet to discuss expenditures and revenues from the previous quarter. Atypical expenses include registration to the Central States Hazmat Conference, increase in utilities, and registration for Okoboji Conference. Freet advised half of server replacement paid for by EMA. Laughlin made a motion to approve the expenditures; seconded by McAtee. Motion carried.

Freet provided updates on old business:

- Need to find time to get to garage storage to clear inventory.
- When time allows, the snowmobile will need to be sold.
- The storage room has been sorted, arranged and inventoried. Racking will be purchased to help with the organization of the room. Medical equipment including a blood pressure cuff and stethoscope has been given to Public Health.
- Bids for mini-split systems have been requested from three contractors. Concerns with need to drill holes through masonry and drain systems.

- Asked questions regarding covenant and determining reasons that it was never updated. Issues with new St. Luke's property manager not understanding condo relationship. Discussion about situation. Freet will follow up with St. Luke's property manager.
- Discussed upcoming grants. The Community Action Grant has been completed and submitted for a portable messaging board. The 2022 EMPG grant has been closed out. The 2023 EMPG Grant application has been submitted but the amount has been decreased.
- Discussion with Cedar County Public Health continues regarding a much-needed special needs registry. Meetings will be set up with County Privacy Officers to ensure that this registry complies with privacy requirements. Time frame for roll out is tentatively set for Cedar Co Fair time.
- An update on the School Assessments and Security Grants was provided. Freet is providing aid to the schools in the application process if requested.
- All jurisdictions present were reminded that copies of Succession of Authority Documents need to be provided to EMA.
- AlertIowa signups were increased after weather event. Reminder to anyone not participating that it is free to use.
- Wolf Pipeline meeting details with other EMA managers and HAZMAT. Significant concerns and also concern from public.
- Reminder of EMS study on April 18, 2023– 9am presentation and 6:30 pm presentation. Social media announcements and contact forms will be available for feedback.
- Contact information is still needed from Cedar County entities.
- Cedar County COAD still in process.
- EMA has an Instagram account created by Beekman to pick up new demographic.

Chair Wethington yielded the floor to Director Freet to discuss planning, training, exercises and outreach.

- ESF-11 – working with several historical societies and museums to compile list of historical sites in the county. This will include Herbert Hoover Presidential Library, among others.
- ESF-10 (Hazardous Materials) is being completed through the Region 6 Local Emergency Planning Committee.
- ESF12 (Energy) and ESF14 (Business/Infrastructure) have been submitted. These were submitted to HSEMD shortly after the adoption; Iowa has come out with new guidance for ESF14 so it will likely have to be rewritten.
- Economic Recovery Support Function (RSF) will be worked on in June.
- Mass fatality plan will need to be updated as a supplemental plan.
- Training schedule for Freet was included in the packet. Mindy has done a lot of training. Director Freet is on track to get the FEMA Advance Professional Series Certification in July. Request for motion for Jon Bell as Chair to sign training letter. Motion made by McAtee; seconded by Sparks. Motion carried.
- Exercises completed were
 1. December 9, 2022 – Public Health/Home Health (Tabletop)
 2. March 22, 2023 – Clarence Active Shooter (Tabletop)
 3. March 29, 2023 – Statewide WebEOC Tornado Drill (Drill)

4. April 11, 2023 – ESF14 District 6 TTX
- Scheduled Exercises
 1. May 4, 2023 – Countywide (Tabletop) “It’s getting, it’s getting, it’s getting kinda hectic.”
 2. June 22, 2023 – Virtual HazMat Tabletop
 3. August 6, 2023 @ Clarence HS – Active Shooter (Full Scale/Drill)

Discussion was moved to new business:

- Freet advised new changes to the 29C proposed in the State. Discussion of commission membership changing to include the entire Board of Supervisors, Sheriffs and Mayors. Other changes include funding mechanism to levy like a school district. EMA currently does per capita funding. Concern from tax payer organizations would limit emergency reserves to 1/3 of annual budget and make some capital projects more difficult.
- Budget amendment will be needed and specific amounts after the April numbers are available. Grant money received and director pay raise will require need for amendment. Motion made by Laughlin for May 23, 2023 at 8:15am; seconded by Sparks. Motion carried.
- Storm siren activation guidelines – 70 mph winds or tornado in jurisdiction – looking for input regarding procedures after tornadoes. Recommendation to table discussion until next meeting as old business.
- March 31, 2023 tornado status – possible SBA declarations or presidential will find out after meeting. FEMA-Individual Assistance will not be coming. EMA building update: trees down and damage to the communications tower and mobile command center. Waiting to hear from adjuster. Maps of tornadoes were made available.

Discussion was moved to Personnel/Office Updates:

- Introduction of Mindy Beekman as the EMA Office Coordinator.
- Freet will be in and out of the office through May for trainings.

Chair Wethington yielded the floor for a discussion on upcoming training. Freet advised she has refresher HAZMAT training through LEPC scheduled at the EOC on 5/3/23 and a second refresher course on 5/10/23 at Mechanicsville. If fire department has not had an operations course, Freet is trying to schedule one for Stanwood. Operations course is needed before refresher course.

ICS Training

- ICS 700/800 – April 26, 2023
- ICS 100/200 – April 27, 2023
- ICS402/Senior Officials – April 29, 2023
- Damage Assessment – HSEMD Rollout is coming soon

Social Media Campaigns

- “Check the Source, Of Course” – HSEMD
- “Snap before you start” EMA led social media campaign
- Burn Ban Social Media

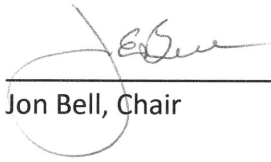
Issues from Public or Emergency Responders

Several fire departments brought up appreciation of text messaging to communicate so everyone knew what was going on in the county during the tornadoes. As the disaster started to fill up the dispatch lines, this was an effective way to communicate. Freet outlined the storm protocols and will look into refining process.

The next regular meeting will be held on July 13, 2023 at 7:00pm.

Sparks made the motion to adjourn, seconded by Laughlin. Motion Carried. Meeting adjourned at 8:25pm.

Minutes Approved 07/13/2023



Jon Bell, Chair



Jodi Freet, EMA Director