

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

Regular Quarterly Meeting

Thursday, October 5, 2023

The regular quarterly meeting of the Cedar County Joint Emergency Management Commission was held on October 5, 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, Jon Bell, Cedar County Board of Supervisors; Joe Sparks, Mayor of Bennett; Jill Cinkovich, Mayor of Lowden; Andrew Oberbreckling, Mayor of Mechanicsville; Roger Laughlin, Mayor of West Branch; John Hanna, West Branch Police Chief; Kevin Stoolman, West Branch Fire Chief; Orville Randolph, Durant Police Chief; Jared Semsch, Durant Fire Chief; Dan Sterner, Durant City Council Member; Derek Latimer, Clarence Police Chief; Michael Tharp, Stanwood Council Member; Linda Coppess, Stanwood Ambulance Director; Jodi Freet, Director Cedar County EMA/911; Mindy Beekman, Office Coordinator Cedar County EMA; Sue Hall, Press. Attending virtually were Brian Carney, Mayor of Tipton; Jacob Koch, Mechanicsville Fire Chief.

Chair Bell called the meeting to order at 7:18 pm.

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

Cinkovich made a motion to approve the minutes from the July 13, 2023 regular meeting; seconded by Sparks. Motion carried.

Chair Bell yielded the floor to Freet to discuss expenditures and revenues from the previous quarter. Atypical expenses for July were hotel bills from PHMSA event, Davenport Building Collapse response, Central States HAZMAT Conference; Johnson County retainer for HAZMAT \$6123.50; Annual maintenance payment to Mainstay for IT \$1896.00; Lowden Plumbing \$248.18 for urinal repair; Heartland Insurance Errors and Omissions and Building Insurance. August expenses with Heartland Insurance Worker's Compensation \$185.97 and Inland Marine \$2380.06; dues to International Association of Emergency Managers \$199.00; Linn County HAZMAT retainer \$2250.00; pass through for LEPC to Two Rivers \$5500; Brown's for truck detailing and oil change \$341.95. In September, 5-year website renewal with Go Daddy \$1411.76; Access Systems lease for copier \$1867.84; LEPC pass through for training and materials \$16,694; unusual revenue \$5,000 in a Community Grant for the messaging sign. Sparks made a motion to approve the expenditures; seconded by Laughlin. Motion carried.

Freet provided updates on old business:

- EMA property: 3 - 5KW Generators have been listed on Purple Wave. Freet advised that mobile command trailer cannot be sold until VIN inspection performed. Unable to list snowmobile due to no title. Consensus was to place snowmobile for salvage through local

advertising. Shelter trailers to have tires replaced. Quote for tire replacement of \$340. Beekman to work on.

- Building updates:
 - Parking lot is finished.
 - Water fountain and painting – Freet advised would like to entertain bids to fix the water fountain and have the interior walls painted.
 - Battery backup on the sump pump will be addressed at a later time as well.
- Grants:
 - Cedar County ARPA Grant, Freet is still trying to get two more bids for sign board
 - Did receive EMPG for 2023, \$1,000 less than in the past.
- Special needs registry is still being developed in conjunction with Public Health.

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

- ESF 14 was rejected by the State. Corrected ESF 14 was emailed to all the mayors earlier; need motion to adopt. Sparks made a motion to adopt; Laughlin seconded. Motion carried.
- ESFs for 2023-24; Basic Plan, ESF 2 (Communications), ESF 5 (Emergency Management/Planning), ESF 10 (Hazardous Materials), ESF 15 (External Affairs) is new to us and most likely about PIOs.
- RSFs for 2023-2024: Basic Plan (Recovery), Housing to be emailed out in the next 6 months.
- Training schedule for Freet was included in the packet. Beekman has done a lot of training. Freet will be presenting at the Iowa Homeland Security Conference about social media next week. Freet attended a tabletop for cyber security with the County Auditor and IT. Freet advises that within the next 6 months she will start to send Beekman to the Emergency Management Professional Development classes.
- ICS Training is on the schedule for the new year.
- Freet has one more class for the FEMA APS series. She was unable to attend the class in July. It is scheduled for Scott County in December.
- Freet will be presenting at the HSEMD Conference about using social media as an education piece.
- Exercises completed were
 1. June 22, 2023 – Virtual HazMat Tabletop, unable to reschedule. Will likely not be able to ask for LEPC support for training exercises in the future due to no attendance.
 2. August 6, 2023 – Active Shooter – AAR was sent out to Mayors
 3. December 14, 2023 – Countywide Tabletop
- Outreach
 1. Hoover Hometown Days with Public Health
 2. Durant Firefighter Fest with Public Health
 3. Stanwood Fun Fest with Public Health

Discussion was moved to new business:

1. Freet proposed a preliminary budget.

2. Freet advised that there will need to be a budget amendment in January 2024. The budgeted amount for the parking lot was for the EMA portion but did not include the full amount and reimbursement from Unity Point.
3. 29c update – continued debate in the legislature. There is a potential change of the board, all the mayors, the sheriff, and the entire board of supervisors. Also, pursuing the Emergency Management Levy.
4. Multi-Jurisdiction Hazard Mitigation Plan – Freet advised, will begin working on next fall. Annual update meeting on February 15, 2024.
5. EMA Annual Assessment – thank you, everyone has paid.
6. FEMA NQS – FEMA wants to make sure that Freet has certain qualifications that will need signed off for by the board.

- Personnel/Office Updates

- Freet has been appointed as Vice Chair of the State Flood Mitigation Board. The appointment is waiting on Senate Confirmation. Freet advised that she has stepped into the role of Treasurer for the IDHRC. Freet will be the Iowa representative at The National VOAD Fall Meeting in November in DC. Freet has advised that there is an opportunity to go to a National VOAD Conference in May in Arizona.

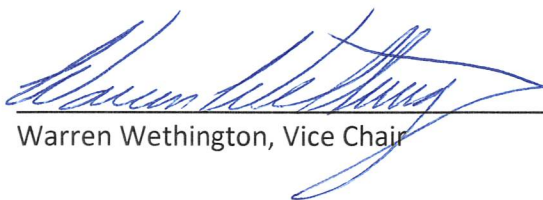
Issues from Public or Emergency Responders

No issues presented

The next regular meeting will be held on January 11, 2023 at 7:00pm.

Sparks made the motion to adjourn, seconded by McAtee. Motion Carried. Meeting adjourned at 7:50pm.

Minutes approved January 11, 2023



Warren Wethington, Vice Chair



Jodi Freet, EMA Director