



Emergency Management & Homeland Security

MEETING MINUTES

Pottawattamie County Emergency Management Commission
205 S Main St, Council Bluffs, IA 51503
6:00 p.m., Thursday, January 14, 2021

The meeting of the Pottawattamie County Emergency Management Commission was called to order at 6:00 p.m. by Chairman Bardsley. A quorum was determined present with the following commission members in attendance:

Jurisdiction	Name	Position	Attendance
Avoca			
Carson	Councilman Houser	Designated Alternate	Online
Carter Lake	Mayor Cumberledge	Commissioner	In-person
Council Bluffs			
	Mayor Walsh	Commissioner	In-person
	Fire Chief James	Designated Alternate	Online
	Councilman Hannan	City Council Liaison	Online
Crescent	Firefighter Hallagan	Designated Alternate	In-person
Hancock			
	Mayor Guyer	Commissioner	Online
	Councilwoman Guyer	Designated Alternate	Online
Macedonia	Mayor Wax	Commissioner	Online
McClelland	Mayor Kay	Commissioner	Online
Minden	Mayor Zimmerman	Commission Vice-Chair	In-person
Neola			
Oakland	Mayor Miller	Commissioner	Online
Treynor	Mayor Hadfield	Commissioner	In-person
Underwood	Mayor Bardsley	Commission Chair	In-person
Walnut			
Board of Supervisors			
	Supervisor Belt	Commissioner	In-person
	Supervisor Shea		In-person
County Sheriff			
	Sheriff Brown	Commissioner	In-person
	Chief Deputy Theulen	Designated Alternate	In-person

1. **Motion by Supervisor Belt; second by Mayor Cumberledge –**
Approve minutes of the 2-20-2020 meeting. Unanimous vote – motion carried.
2. Budget Study Session –
 - a. Director Reed provided an overview of the FYE2022 budget proposal.
 - b. Chief Deputy Theulen (PCSO) presented the proposed budget and funding request for 9-1-1 Center operations for the upcoming fiscal year, current staffing, and capital projects that will need addressed in the foreseeable future. The Sheriff's Office addressed commission questions related to the 9-1-1 budget as well as the 9-1-1 Service Board budget (phone system surcharge funds).

- c. Director Reed presented the EMA operations budget detail for anticipated revenues and proposed expenditures, including a 2.5% payroll increase for the (3) FTEs. Director Reed addressed questions related to the proposed budget. The overall EMA funding request from tax revenues is the same amount as the current fiscal year; increases due to payroll and benefit costs will be absorbed by the agency fund balance in order to keep the agency tax funds request at a zero increase for the upcoming fiscal year.
 - d. **Motion by Mayor Cumberledge; second by Fire Chief James –**
Advertise for a public hearing on the proposed budget that will be conducted on Thursday, February 11, 2021, at 6:00 p.m., to be held at the Emergency Operations Center. Unanimous vote – motion carried.
3. Director Reed reminded commission members there would be an elected officials' training regarding NIMS, ICS, and Emergency Management on February 23rd. Announcements will be forthcoming.

The meeting was adjourned at 6:58 p.m.