

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

The regular quarterly meeting of the Cedar County Joint Emergency Management Commission was held on October 9, 2025, 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 Supervisor; Tammi Goerdts, Mayor of Tipton; Todd Sawyer, Mayor of Stanwood; Roger Laughlin, Mayor of West Branch; Dan Sterner, Durant City Council; Matt Shields, Mechanicsville Fire Chief; Kyle Dennis, Stanwood Fire Chief; Dwane Brown Jr, Cedar County 911/EMA; Mindy Beekman, Office Coordinator Cedar County 911/EMA; Ryan Steinberg, Mechanicsville Fire; Logan Cilek, West Branch Fire; Matt Tisinger, West Branch Fire; Sue Hall, Press. Those attending virtually: James Dinsch, Cedar County EMS.

Chairman Bell called the meeting to order at 7:07 pm.

Sterner made a motion to approve the agenda; seconded by Sawyer. Motion carried.

Goerdts made a motion to approve the minutes from the April 10, 2025 regular meeting; seconded by Sterner. Motion carried.

Chair Bell yielded the floor to Brown to discuss expenditures and revenues from the previous quarter. Atypical expenses for April were \$78.00 Pre-Screen Physical for Brown, \$40.00 Annual Boiler Inspection; No Atypical revenues. Atypical expenses for May were \$348.00 GoTo Meeting renewal; No Atypical revenues. Atypical expenses for June were \$5,270.00 EMA share of Cedar Bluff River Gage, \$213.00 Mainstay took over WIFI in a box, \$23578.36 ½ wages for dept 39; no atypical revenues. Atypical expenses for July were \$9,185.25 Johnson County HazMat Retainer, \$7,751.49 Heartland Insurance, \$1,992.00 Mainstay EMA Retainer, \$234.30 Thomas Heating and Air for a frozen condenser, \$3,110.41 Tort Liability; Revenue for July \$27,865.50 in assessments. Atypical expense for August included \$37.98 in business cards for Dwayne, \$116.23 to Browns CDJR for an oil change; Revenues were \$69,105.75 in assessments and a \$1,455.45 Insurance check that was found and cashed from 4/7/22 for sump pump damage. Atypical expenses for September were \$135.52 for EMPD Training hotel for Dwayne and \$2111.16 Access Systems for a yearly copier lease; there are no atypical revenues.

Brown provided updates on old business:

- a. Building Updates:
 - i. Bathroom/Water Fountain update – Scope of work has been submitted to Unity Point for Approval for one single unisex bathroom to be considered a public bathroom. No need for water fountain replacement as it is not required.
 - ii. Cedar County EMS installed Emergency vehicle parking signs and had the plug on the outside of the building fixed to be able to plug in the ALS vehicle.
 - iii. A 6-year Collocation agreement with ICN for internet has been signed. This agreement provides free 100 MBPS of internet to the EMA building in exchange for being allowed to maintain equipment in the building. In times of State and Federally declared disaster, internet will be

increased to meet the needs of the government entity in the building. This is an update to the last agreement from six years ago that was never documented for 10 Mbps of internet.

b. Grants:

- i. Brown advised that all required reports have been submitted to the state and a letter acknowledging benchmarks has been received for the EMPG 2024.
- ii. At this time the EMPG 2025 is on hold with the government requesting additional information from state entities.
- iii. Weather Radio Program – 34 weather radios have been distributed at this time. has been submitted to the state. The state planner has reviewed and is working with Cedar County EMA to keep track of compliance for the grant.

c. Multi-Jurisdiction Hazard Mitigation Plan Update:

- i. Grant update – funding for this project was switched from a BRIC grant to Hazard Mitigation funding earlier this year when the BRIC grant program was defunded. The award will be obligated in the following manner: Federal \$31,462.50, State of Iowa \$4,195.00, QC Community Fund \$5,000.00 and \$842.50 is the County responsibility.
- ii. Budget Amendment discussion and decision – there will need to be a budget amendment in January/February. It was recommended by the commission that the EMA should be tracking the expenses on the HMGP funding.
- iii. The kick-off meeting for the plan is October 14, 2025 at the Cedar County EMA Building. Brown stressed that participation is key. The current Multi Jurisdiction Hazard Mitigation Plan expires in February 2026. Until the plan is in place, receiving assistance from FEMA will be difficult but not impossible. There will be proof from the state and JEO that the plan is being updated. Municipalities will be receiving questionnaires requesting information from JEO. Brown encourages the questionnaires be addressed and returned as quickly as possible.

Chairman Bell yielded the floor to Beekman to discuss planning, training, and exercises.

a. Planning-

- i. Adoption of ESF 4 (firefighting), ESF 9 (Search & Rescue), ESF 13 (Public Safety), ESF 10 (Hazardous Materials – Motion was made by Laughlin; Seconded by Goerdt. Motion carried.
- ii. Brown advised that he will be drafting up single page ESF plans as they are approved by the board to make available for first responders.

b. Training -

- i. Brown spoke about attending an EMPD training in Des Moines. Also, Chance, the Clinton County EMA, has been assigned as his mentor.
- ii. Brown would like to bring back Second Thursday Training. Brown stated that he could be giving training on County Plans but just not FEMA Training. He would like to begin trainings again starting January 8 with a countywide tabletop. As a reminder IS 100/200/700/800 is available online to have new employees train on. Please email the EMA Office Coordinator a copy of certificates if anyone completes online training.
- iii. Brown will be attending the Iowa Homeland Security Conference October 15-17, 2025

c. Exercises

- i. Brown and Beekman attended a Winter Operations Interstate Closure Table Top training on September 9, 2025 at the Johnson County EOC. IADOT reviewed the winter storm of January 2024 as the subject of the table top.

New Business

- a. Policies – Motion was made by Sterner to adopt the Cedar County Employee Handbook and HIPPA Policies; Seconded by Sawyer. Motion carried.

Motion was made by Laughlin to readopt the Cedar County Emergency Management Segregation of Duties Policy, Procurement Policy, Conflict of Interest Policy, and Violations of Federal Law Policy; Seconded by Sterner. Motion carried.

- b. Brown reviewed a preliminary budget
- c. Motion by Dennis to sell the Clarence and Bennett enclosed trailers; Seconded by Sterner. Motion carried.
- d. Brown advised that Conservation would be doing what is required to tag the 2004 Honda 4-wheeler.
- e. Brown advised that there are no active disasters at this time.
- f. Outreach – Brown advised that the EMA office was still using social media channels for outreach. Cedar County EMA and EMS shared a booth at the fair and the Public Health Fair. The WIFI in a Box was deployed in the Matthews Building as a test to determine viability in a potential disaster situation. The Wifi in a Box was helpful in monitoring the weather watches and radar. It also allowed the EMA and Public Health Department to continue to conduct business while representing at the fair. Public Health Foot Clinic is still being held the first Thursday of every month in the EOC. Attendance has grown to require three public health nurses to participate. The majority of the weather radios have been distributed due to contact.

Personnel/Office Updates

- a. Brown advised that Beekman has recently completed her National Disaster and Emergency Management University Professional Development Series through FEMA on August 21, 2025. This is comprised of 7 courses recommended by FEMA.

Issues from Public or Emergency Responders – none mentioned

The next regular meeting will be January 8, 2026 at 7pm at 1410 Cedar Street, Tipton

Sawyer made the motion to adjourn, seconded by Sterner. Motion Carried. Meeting adjourned at 7:41 pm.



Jon Bell, Chair