

**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 January 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 Goerd, Mayor of Tipton; Roger Laughlin, Mayor of West Branch; Todd Sawyer, Mayor of Stanwood; Matt Shields, Mechanicsville Fire Department; Dakota Adams, Stanwood Fire Department; Randy Brown, Mechanicsville City Council; Jodi Freet, Director Cedar County EMA/911; Mindy Beekman, Office Coordinator Cedar County EMA; Sue Hall, Press; and members of the public: Ryan Steinberg, Dan Baker, Matt Bowers

Chairman Bell called the meeting to order at 7 pm.

Laughlin made a motion to approve the agenda as amended to add budget amendment; seconded by Goerd. Motion carried.

Chair Bell called for election of Chair/Vice Chair for 2025. Sawyer motioned for Chair and Vice Chair to remain as established, with Bell as Chair and Wethington as Vice Chair. Seconded by Laughlin. Motion carried.

Wethington made a motion to approve the minutes from the October 3, 2024 regular meeting; seconded by Laughlin. Motion carried.

Chair Bell yielded the floor to Freet to discuss expenditures and revenues from the previous quarter. Atypical expenses for September were the purchase of weather radios for the Community Action Grant \$1,969.63; Access Systems annual service contract for copier at \$1,985.89. Atypical income for October includes charges from the International Association Conference \$1,291.50 and Linn County HazMat retainer \$2,250.00. November atypical expense to Pest Control \$150.00 for ant remediation; Base Point Building Automations \$465.75 to fix automatic doors. November atypical revenue is the \$22,064.93 EMPG monies. Atypical expenses for December include hotel expense for International Association Conference \$1,901.55, Tires for the truck \$1,190.62, and annual dues for the Iowa Emergency Management Association.

Freet provided updates on old business:

a. Building Updates:

- I. Freet advised that she is trying to gain Unity Point's assistance in reimbursement for a new water fountain.
- II. The insurance recommendations regarding the electrical panels and emergency lighting have been addressed and fixed.
- III. UnityPoint has requested a First Right of Refusal be signed. Portions not accepted by County Attorney Blank have been redacted. Wethington motioned to approve signing document as redacted; seconded by Laughlin. Motion carried.
- IV. UnityPoint has requested access to the bathrooms in the entryway. Solutions are being looked into for giving access as there are bathrooms inside UnityPoint and not in the EMA side of the building. It was suggested that the bathrooms could be made into a family bathroom and one could remain

locked. There is also a request from EMA for the no weapons sign to be removed from the entryway.

b. Grants:

- i. Freet advised she will be closing the Community Foundation Action Grant in the next week. The weather station has been purchased but will need to be installed in the spring. Weather radios have been purchased and are being distributed to residents with proof of emergency plan.
- ii. Freet advised that EMPG 2024 was awarded 9/27/2024 and received in November.
- iii. Freet advised that she did work on the AFG grant for Cedar County EMS as requested of her by the Board of Supervisors.

c. Freet attended the IEMA Conference November 15-21, 2024.

d. Cedar County EMS is still looking for a director.

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

a. Planning -

- i. ESF 1 and Infrastructure RSF are presented for adoption. Laughlin made a motion to approve both emergency support function and recovery support function; Seconded by Goerdt. Motion carried.
- ii. Foreign Animal Disease (FAD) Plan was presented for adoption. Sawyer made a motion to approve; Seconded by Laughlin. Motion carried.
- iii. Freet advised that the THIRA will need to be updated the first quarter of 2025 by the incoming coordinator.
- iv. Supplemental Plans Schedule was presented.

b. Training -

- i. Freet reminded the commission that the First Thursdays EOC Training has been moved to the Second Thursday
- ii. ICS Training Offerings for February have been canceled due to low interest.
- iii. HazMat Operations training is scheduled for February 8, 2025 in Clarence. Registration for the class will close January 15, 2025.

c. Exercises

- i. A Countywide Exercise about a gas leak at the courthouse was held on January 9, 2025 at 8am.
- ii. Two more exercises will need to be completed by the New EMA before 6/30/26 that are HSEEP Standard as per the new HSEMD requirements.

New Business

- a. Multi-jurisdiction Hazard Mitigation plan will be written by JEO. A BRIC grant has been applied for so unable to proceed until monies are awarded. There will still be a deficiency of \$4,000 that will need to be made up out of EMA funding.
- b. Sawyer motioned for Jon Bell to be interim contact for JEO; Seconded by Laughlin. Motion approved.
- c. Freet went through the proposed budget with amended changes. Laughlin made a motion to set budget hearing on January 21, 2025; Seconded by Wethington. Motion approved.
- d. Freet requested exceptions to Cedar County Handbook. Social media is the educational piece for Cedar County EMA along with various other posts that are made on behalf of the county. Commission Chair stated that recording in the minutes is sufficient to allow exception. EMA also pays for 911 Tower Electric with credit card when the billing cycle for the courthouse does not correspond with when payment is due to avoid disconnect.

- e. 2025 EMPG Grant information has been received. Notice of intent is due on January 30<sup>th</sup> with Grant application due March 1<sup>st</sup>, 2025, Freet has permission from the Commission to submit Notice before leaving. Spreadsheets will be available to new EMA for completing future grants.

Personnel/Office Updates

- a. Hiring committee will be sent a Doodle poll to see when is convenient to meet.
- b. Laughlin motioned for Wethington to be interim EMA appointee; Seconded by Sawyer. Motion approved.


Issues from Public or Emergency Responders – none mentioned

2024-2025 Budget Amendment Hearing will be January 21, 2025 at 8:10am

2025-2026 Budget Hearing will be January 21, 2025 at 8:20am in the small basement meeting room at the Cedar County Courthouse.

The next regular meeting will be April 10, 2025 at 7pm at 1410 Cedar Street, Tipton

Laughlin made the motion to adjourn, seconded by Sawyer. Motion Carried. Meeting adjourned at 7:55 pm.

  
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Jon Bell, Chair