

MAHASKA COUNTY EMERGENCY MANAGEMENT AGENCY

214 High Avenue East Oskaloosa, Iowa 52577

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Mahaska County EM Commission Meeting Minutes

The Mahaska County EM Commission met on Wednesday, November 27th, at the Conservation Complex located at 2342 Hwy 92, Oskaloosa, Iowa 52577.

The meeting was called to order by Chair Van Renterghem at 6:10 P.M.

Members Attending:

Keri Lamberson, Marcia Slycord, Doug Greenlee, Tom Van Der Veer, Sherri Baxter, Russ Van Renterghem, & George Toubekis.

Non-Members: Josh Stevens, Jeff Wilford

1. **Approve the current agenda**
 - **Motion by Baxter to approve the agenda, seconded by Van Der Veer, all in favor, motion carried.**
2. **Approve meeting minutes from the June 18th, 2024 meeting**
 - **Motion by Greenlee to approve the minutes, seconded by Baxter, all in favor, motion carried.**
3. **Public Comments - None**
4. **Hazard Mitigation Plan Update**
 - Josh provided information to the Commission regarding the hazard mitigation plan update. We are waiting for the grant funding to be released by FEMA. The State has identified several qualified vendors to write the plan. We have indicated which firm we would like to use, and we are waiting for notification from the State to start the next step, which will be an MOU with the State and obtaining a contract with the vendor, which the State will also review and approve. This project is a cost share between FEMA, State, and local. The estimated cost to the Commission is \$5,088.00 and will be included in next year's budget. Once we begin the project, a number of meetings will be held to gather local input for the plan. **A motion was made by Lamberson to acknowledge the local cost share estimate of \$5,088.00, seconded by Toubekis, all in favor, motion carried.**
5. **Emergency Management Performance Grant (EMPG) Update**
 - Josh provided an update on this grant. The grant payment was received on 11/27/2024 for the amount of \$23,293.92. Grant close-out documentation will be completed for this grant year.

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6. Audit Update

- Josh provided an update regarding an audit. Josh contacted several firms again to inquire about the request. None were interested or they were unable to take on additional work. Josh did meet with the auditing firm that Mahaska County recently retained and discussed the potential of using their services. After a short conversation, they indicated that they would be interested and would send some examples of agreed upon terms they have done for other entities that requested similar work. It will take the firm a few weeks to get that information to Josh and he will then share it at the next meeting.

7. Annual Training Certification Letter to Iowa Homeland Security & Emergency Management

- Josh provided the training certification letter that is required by HSEMD each year. This letter states that all 24 hours of continuing education have been completed for FFY 2025. Course certificates for Crime Prevention Through Environmental Design Specialized Topics-Schools (16-hours) held in Florida and the Iowa Homeland Security Conference (12-hours) were provided to the Commission. **A motion was made by Toubekis to authorize the Commission Chair to sign the training certification letter, seconded by Slycord, all in favor, motion carried.**

8. Claims Review

- Members reviewed the claims and Josh provided the end of October financial figures. The current percentage of the budget spent at the end of October was 32.95% for the year. We are on track with our projected expenses for the budget year.

9. EMA Activities Update

- Josh provided some details on the list that was included in the packet. Specifically, the Rose Hill siren replacement project was completed. Grant funding from Cargill Cares and Mid-American Energy helped pay for over 50% of the project total.

10. Public Comments – None

11. **Next Meeting** – Looking at January 21st for a budget meeting. Look for an email to come out soon.

12. Adjourn

- **Greenlee motioned to adjourn, Toubekis seconded the motion, all in favor, motion carried.**