

Marion County Emergency Management Commission

Meeting Minutes from January 29, 2013 @ 7 PM

The January 29th regular meeting of the Marion County Emergency Management Commission was called to order at 7 PM by Chair Sandholdt. Roll call was taken with the following members present: Terry Fisher representing the City of Melcher Dallas; Larry Pinegar representing the City of Bussey; Jordan Van Ness representing the City of Pleasantville; Don Zoutte representing the City of Knoxville; Mark Raymie representing the Marion County Board of Supervisors; and Jason Sandholdt was representing the Marion County Sheriff. Also in attendance were: John McCoy representing the Marion County E911 Department; Craig Agan; Chris Camden representing Knoxville Fire Department; Kenny Thompson representing the Knoxville Township Fire Department; Martha Dykstra representing the Marion County Sheriff's Office Communications Department; Marcia Slycord representing the Pella Police Department Communications Department; and Tim Pitt representing the City of Knoxville as the designated alternate to the Commission for Mayor Zoutte.

On a motion by the Marion County BOS, and a second by City of Knoxville, the agenda for regular session January 29, 2013 was approved unanimously.

On a motion by the City of Harvey and a second by the City of Pleasantville, the consent agenda was approved unanimously.

Chair Sandholdt opened the public hearing regarding the FY 2013-2014 Marion County Emergency Management Commission budget. Motion by City of Bussey, second by City of Melcher Dallas to open the public hearing. Anderson stated that no public comments were received. Motion by City of Knoxville with a second by City of Pleasantville to close the public hearing. Motion carried.

Chair Sandholdt opened the public hearing regarding the FY2012-2013 Marion County Emergency Management Commission budget amendment. There was a motion by City of Pleasantville and a second by City of Harvey to open the public hearing. Anderson stated that no public comments were received. Motion by City of Knoxville and second by City of Bussey to close the public hearing. Motion carried.

General discussion regarding the budget and how revenues are entered into the budget took place between Anderson and various Commissioners. Supervisor Raymie inquired as to a summary of how the budget request compared to the current FY budget. Anderson cited the cost of the hazmat team, and the addition of a part time staff position as to the changes. There was a motion by City of Pleasantville with a second by City of Harvey to approve resolution 13/01. Motion carried unanimously after a roll call vote.

Chair Sandholdt asked for discussion and a motion regarding resolution 13/02, pertaining to amending the EM Commission budget for the current FY. Anderson stated that this was due to the increased costs involved with the hazmat team, and that no additional tax dollars would be needed, and that this could

be taken care of using existing fund balance. Motion by City of Knoxville and second by Supervisor Raymie to approve resolution 13/02. Motion carried unanimously after a roll call vote.

Anderson then provided a draft copy of the commission by laws to the members. He stated that the changes/updates in the bylaws were due to recent legislative changes to 29C of the Iowa Code. The draft will be up for approval at the next meeting. Anderson provided specifics to changes that were made regarding to the document, with the most significant items being the length of terms, which stay at 2 years, and also the quorum requirements will remain at 4 members per the suggestions from the previous meeting. Motion by Supervisor Raymie and a second by City of Pleasantville to close discussion. Motion carried.

A brief discussion was held regarding the hazmat team organizational chart. Anderson provided a clarification as to the role of the hazmat team leader with respect to the Incident Commander. Anderson stated that the jurisdiction whose incident it is, will retain the command position and that the hazmat team does not have the authority to take over that role. Discussion was held regarding the proposal for 3 team leaders in a west, central and east sector. Anderson cited the number of personnel currently involved required the need for 3 team leaders to ensure adequate command and control capabilities. The suggested span of control is typically 7-8 personnel. Motion by City of Bussey, and a second by Marion County BOS to close discussion. Motion carried.

Discussion was held regarding the compensation schedule for the hazmat team members. Anderson provided a summary of requests and input that was received. Anderson stated that the goal was to mirror the wage schedule of the Newton Fire Department personnel. Anderson stated that the compensation scheduled contained two different rates, one being for training at \$15.00 per hour, and also for responses at \$30.00 per hour. Anderson referred to the Iowa Hazmat Task Force billing schedule that indicates that \$30.00 is in line with the recommended billing rates adopted annually by the Iowa Hazmat Task Force. Anderson requested that physical exams be provided during the first year by the members' home department. The Commissioners agreed to this request. A brief discussion was held regarding the ongoing contract negotiations with Jasper County. This process is fluid and ongoing.

Anderson and Raymie provided an update regarding the ongoing attempts to secure a 28E with Jasper County for use of their hazmat equipment. A meeting had been held between Marion and Jasper County. Marion County will be sending a reply to Jasper County's initial suggestion. Anderson was instructed to formulate a hazmat compensation schedule and seek the Commission's approval at a future meeting. Anderson indicated that he would like to seek other methods of funding the hazmat team, which would affect the compensation schedule as well as the annual budget request of the BOS. Motion by Marion County BOS, and a second by City of Knoxville to close discussion. Motion carried.

Anderson provided an update on the ongoing projects within the EM office. Anderson reported that the Commission is still compliant with the State of Iowa and the Federal Government. All necessary plans and deadlines were completed and submitted prior to their respective deadlines.

On a motion by City of Bussey and a second by the Marion Co. BOS, the meeting was adjourned 7:57 PM. – Respectfully submitted by Jeff Anderson