

Marion County Emergency Management Commission Minutes
September 30, 2019
3014 E. Main St., Knoxville, IA 50138

1. Chair Sandholdt called the Marion County Emergency Management Commission meeting to order at 6:00 PM.
2. Chair Sandholdt took a verbal roll call and the following members were in attendance:

City of Bussey	Absent
City of Hamilton	Pat Silvers
City of Harvey	Dennis Seibert
City of Knoxville	Cal Wyman
City of Marysville	Corey Bakalar
City of Melcher Dallas	Terry Fisher
City of Pella	Robert Bokinsky
City of Pleasantville	Absent
City of Swan	Absent
Marion County BOS	Mark Raymie
Marion County Sheriff	Jason Sandholdt

Also present:

Pella PD	Marcia Slycord
MCSO	Michelle Kingrey

3. *Approval of the agenda:* There was a motion by Raymie to approve the regular session 10/30/19 agenda and a second by Fisher. All were in favor.
4. *Approval of consent agenda:* There was a motion by Bakalar and a second by Raymie to approve the 6/25/19 meeting minutes. All were in favor.
5. *EMA Commission Tort Liability Policy Renewal:* Anderson gave an overview of the existing policy and the proposal. There was a motion by Raymie and a second by Seibert to approve the tort liability insurance renewal proposed by the McKay Group/ICAP for the next year with the previous limits of liability. All were in favor.
6. *Hazard Mitigation Grant Program Designation of Authorized Representative:* Anderson provided an overview of the comprehensive outdoor warning siren network. He explained that the application is complete and we are now preparing the final application documents with HSEMD. This document gives the commission approval for Anderson to sign and conduct business on behalf of the commission related to this grant application. There was a motion by Bakalar and a second by Silvers to designate Anderson at the designated authorized representative for this grant application. All were in favor.

7. *Hazard Mitigation Grant Program Local Match Resolution:* This is the second document of the application documents that needs to be approved by the commission. Anderson provided the cost information that is contained in the resolution. He explained that because the flooding disaster hasn't been closed/finalized HSEMD does not have a finalized amount of disaster funding that will be available through this application. Anderson explained that the Marion County application remains in good standing with IA-HSEMD and that it is a project that HSEMD is excited about because this is the first application for a project of this kind. The commissioners discussed various ways to fund the local share if the project comes to fruition that ranged from the commission paying the local share to the entities that currently own sirens paying a portion of the local share based on the number of sirens currently in existence. There was concerns raised by the smaller cities that depending on the local cost share could have negative implications on the local city budgets. There was a motion by Bakalar and a second by Seibert to approve the local match resolution with the local cost share coming from the commission funds. All were in favor.
8. *ESF Updates-Marion County Comprehensive Emergency Operations Plan Adoption Document:* Anderson explained that Emergency Support Functions (ESF's) 5- Emergency Management, ESF 6- Evacuation, Mass Care, Housing and Human Services, ESF 8- Public Health and Medical Services, and ESF 10-Hazardous Materials were all updated as part of the commission requirement to update 20% of their plans annually. Approving this document states that the Marion County Emergency Management Commission has adopted these updates as part of the Marion County Comprehensive Emergency Operations Plans. There was a motion by Fisher and a second by Wyman to approve the ESF updates for federal fiscal year 2019. All were in favor.
9. *Discussion/Action as necessary regarding the department vacancy:* Anderson provided an overview of the position that was vacated at the end of July. The duties were a mix of EMA and 911 duties. Anderson explained that the cost center percentages between the two departments varied over the years due to Anderson applying prospective grant funds to pay as much of the position's salary as possible. Anderson explained that the 911 Board had received the maximum grant payout for each of the previous four reporting periods that totaled \$66,000. There was much discussion on the need for the position and whether the duties could be segmented and assigned elsewhere. Anderson explained how GIS has become a primary driver of caller location versus the previous use of landline phone (address) location and why the GIS 911 data is very important. Anderson provided an updated report with data that explains the number of remaining GIS errors in the Marion County 911 GIS data. Anderson requested permission to post the vacancy and see what applications we would receive. Anderson explained that Kim Dorn the Public Health Director had inquired as to whether the vacancy could be combined with the upcoming Opioid Grant Coordinator position. Anderson further explained that he had conversations with Brian Hatch and Tyler Christian about their views on GIS data maintenance. Anderson explained that the

consensus was that the GIS data from most county offices was dissimilar enough that it was very unlikely that one person would have the background from each office and be able to be proficient at maintaining the GIS data of all offices. Anderson explained that filling this vacancy to in part maintain 911 GIS data was consistent with the other offices and that current practice is not for the county GIS coordinator to perform GIS maintenance across all offices. The commission discussed the desire to look at all available options and felt that the best manner to have productive conversation was to convene a special joint session with the Marion County 911 Service Board.

10. *Establish next meeting date:* Special joint session with Marion County 911 Service Board on November 14th at 6 PM.
11. *Adjournment:* There was a motion by Raymie and a second by Silvers to adjourn the meeting. The meeting was adjourned at 7:29 PM.