



BOONE COUNTY EMERGENCY MANAGEMENT

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Homeland Security
Hazardous Materials
Resource Management
Emergency Response Coordination

Prepare
Respond
Recover
Mitigate

The Boone County Emergency Management Commission will meet on **Wednesday, August 24th, 2022**, at **6:00 PM** at the Boone County EMA Office, 909 W. Mamie Eisenhower Ave. Boone Iowa.

Minutes

- 1- **Call to Order – 1807 hrs.**
- 2- **Roll Call/Introductions**

A. Members:

Beaver (Ken Elsberry) X	Fraser (Steve McClain) X	Pilot Mound (Ken Acuff)
Berkley (Ken Gustin)	Luther (Bob Owens)	Madrid (Lane Shaver) X
Boone (David Byrd) X	Ogden (Brian Reimers)	Sheriff (Gregg Elsberry) X
Boxholm (Sue Shreve)	Boone Co. BOS (Erich Kretzinger) X	

B. Executive Committee:

a. ~~Boone~~ **X** Madrid **X** ~~Ogden~~

C. Visitors

- 3- **Approval of the Agenda (Action Needed) Motion by Boone Co BOS, 2nd by Madrid – Passed 6-0**
- 4- **Approval of Minutes (Action Needed) Motion by Boone Co BOS, 2nd by Sheriff – Passed 6-0**
- 5- **Financial Report (Action Needed)**
 - A. Current year financial report – **Deputy Coordinator Lance Kooiker gave an update of the end of year budget. Kooiker explained that we had budgeted \$210,373.00 and spent \$161,335.00 leaving a remaining balance of \$49,037. Motion by Boone, 2nd by Boone Co BOS – Passed 6-0**
- 6- **Equipment Review/Discussion (Action if Necessary)**
 - A. Multimedia Equipment Update – **Coordinator Chris Hayes explained that since the last time the Commission met he had updated the existing audio/media equipment. Hayes replaced two of the existing wall tv’s that only had coaxial connections with two newer tv’s that can be streamed to as needed. Hayes also added a large screen tv/microphone/webcam to the conference room for web meeting capabilities.**
 - B. Haz-Mat Supplies for Fire Departments – **Hayes explained that he had purchased some haz-mat supplies for the local fire departments to assist in any small chemical spill containment that might have otherwise had to wait for Des Moines Haz-Mat to respond.**
 - C. Radio Equipment – **Hayes stated that he purchased two additional radios to add to the existing bank Emergency Management maintains in the event of a major incident.**
- 7- **Old Business**

- A. Emergency Management Facility – Hayes apprised the Commission that he continued to look for other options for Emergency Management when it comes to an appropriate facility. Hayes stated that he had recently found out the County would not maintain the current facility even with it being owned by the County. Hayes elaborated that he was not comfortable spending commission money to improve a facility that they did not own and that could be taken from them when the County decided they had other use for the building. Hayes proposed asking the County to deed the existing building to the Emergency Management Commission so that we could begin to make improvements to the building to better suit Emergency Disaster Response. **A motion was made as follows “Emergency Management Commission requests Boone County deed 909 W. Mamie Eisenhower to the Emergency Management Commission.” By Sheriff, 2nd by Madrid – Passed 5-0-1**
- B. Coordinator Training – Hayes gave a quick synopsis of how his training was progressing to the Commission.

8- New Business.

- A. Emergency Support Function Review (Action Needed) Hayes gave a brief review of the changes to the Emergency Support Function plans for 2022. **Motion by Sheriff, 2nd by Boone – Passed 6-0**
 - a. #11 Agriculture
 - b. #6 Mass/Care/Human Services
 - c. #8 Public Health
 - d. #10 Haz-Mat
- B. Executive Committee Appointments – Hayes informed the Commission due to Councilman Steven Ray stepping down from the Commission that per the by-laws the vice chair becomes the chairperson. Making Councilman Lane Shaver the new chairperson. executive committee member Brian Reimers is then moved to the vice chair. Hayes explained that there is nothing in the by-laws for replacing the executive committee member so if the commission wished they could vote in a new executive committee member. **Councilman David Byrd was nominated by Boone Co BOS, 2nd by Sheriff – Passed 6-0**
- C. Part Time Position Discussion – Boone County Board of Supervisor Erich Kretzinger brought up a concern over the necessity of the part-time position in the Emergency Management Office. Hayes explained that the part-time position actually saved the County roughly \$10,000 to \$15,000 a year as they freed up some of the Coordinator’s time to perform the medical 911 audits for the Sheriff’s Office that would normally require an outside Company to do. Hayes stated that even with out the audits the part-time position allows for more trained bodies in response to a disaster, allows our office to attend more events/meetings, and covers in the event the Coordinator is on vacation/sick.

9- Training – Hayes gave a brief overview of the training classes Emergency Management had put on recently.

- A. Traffic Incident Management Class (7/20)
- B. Farm Progress Tabletop Exercise (08/12)

10- Incidents / Events / Call Outs – Hayes relayed to the Commission the incidents that Emergency Management had been involved in since the last commission meeting.

- A. Down Drafts (5/30)
- B. Flash Flooding (06/05)
- C. Trailer Fire (06/25)
- D. Ogden Fire (07/13)

11- Open Discussion - None

12- Adjournment – Reminder, Next Meeting – November 16th, 2022 at 6:00 PM Motion by Madrid, 2nd by Sheriff – Passed 6-0

