

Floyd County Emergency Management Commission Meeting

October 10, 2019 5:00 P.M.

UNAPPROVED MINUTES

The Floyd County Emergency Management Commission met in the general assembly room of the Floyd County Courthouse with the following attendance: Linda Tjaden, Dean Andrews, Jerry Engelhardt, Donna Lundsford, Trevis O'Connel and Lezlie Weber.

Tjaden called the meeting to order at 5:09 p.m. and roll call was taken. 5 of the 9 commission members were present.

Item II-Approval of the agenda. Lundsford made the motion to approve the agenda, O'Connel seconded. All ayes.

Item III- Approval of the minutes from February 12, 2019. Engelhardt made the motion to approve both minutes. Lundsford seconded. All ayes.

Item IV- public comment period, there was none.

Item V- Progress report from EMA. Lezlie gave commission update on the past fiscal year activities and duties. See attachment for full details.

Item VI- Grant opportunities/research for EMA. Lezlie informed the board that to get more grants that what she is already getting, she has found she would need her own EIN and tax ID number because a lot of them that give grants wont give to same tax ID or EIN twice, and Sheriff's office typically gets the grants first.

Item VII- Lezlie informed the commission that during tabletops she has talked about getting classroom courses for commission. It takes time but taking courses like IS100/200 together can help learn better and open discussion up.

Item VII-updates from each community- Marble Rock discussed their FEMA reimbursement request.

Item IX- Other Buisness

Item X- Commission Comments. none

Motion to adjourn was made by Lundsford/seconded by O'Connell.

Meeting Adjourned

Lezlie Weber

Floyd County Emergency Management

I have continued planning for a full-scale exercise. This year in the cycle I decided to start having individual tabletop exercises with each community. I did a 3-month cycle with each community, month 1 being the initial meeting with participants to get everyone on same level and terms, and figuring out if there was anyone else to invite to table. Month 2 was finalizing departments to bring into exercise and details each community might want to test/practice in the tabletop. The 3 months of these cycles are the actual tabletop. I made each community a tabletop that was specific to their community and required testing their responses to certain objectives. April/May/June was city of Floyd, Rockford and Marble Rock, July/August/September is Rudd and Nora Springs (I got no response from Colwell for this). October/November/December will be Charles City's cycle to gear up for tabletop. I held hot washes with each community directly after their tabletop concluded and scheduled an AAR for week or two after the tabletop. Each community came up with some goals to work on and things they felt might need changed. Other full scales exercises and tabletops I have conducted or participated in the county include: Nora Spring Care Center Full scale, Tabletop with Public Health, and full scale with CMS providers in the county.

This fiscal year I contacted local partners that were involved with updating ESFs 2, 5, 10, 15 and the basic comprehensive plan. Each ESF was updated and submitted to the Iowa Department of Homeland Security and Emergency Management. They reviewed and wrote a letter of compliance for FFY 2019.

I continue to work with the school districts on their emergency plans. Each school in Floyd County had their emergency plans done by June. I continue to rotate through the schools to have a presence and awareness of their facility. It also opens the communication and connection with the key people I would be dealing with in any school related event. I also present weather preparedness classes and safety classes to the children in the schools. I expanded my preparedness teaching to the homeschool population this year. I have also started working with businesses in the county to have a better understanding of hazards or possible hazards in the county. I started reaching out to Tier II businesses within the county and setting up meetings to get familiar with their facilities and make that connection with the key people at the businesses. After reaching the tier II businesses, I branched out more to start meeting with other businesses that might require my assistance but might not know what my job entails. I have started meeting with each business every 4 months.

CERT is still going strong, and they are starting to function into operating on their own. I still am involved and communicate with them on when next meetings are held and distributing minutes from meetings and upcoming trainings. But the chairman continues to excellently lead them in successful directions. Last Octobers Basic CERT training certified another 3 of the members, and we had one certified member resign, so we now have 18 fully certified on basic CERT training, and we currently have 31 members total. Floyd CERT determined they would like to get some donations from community foundations willing to support their cause, so they sought out an attorney to help them become a non-profit organization. They are now fully functioning as a 501c3 and they continue to add training to their monthly meetings and rotate through the county's communities.

Linda Tjaden continues to be the chair for the Floyd County EMA commission. The board of supervisors agreed to leave her chair for EMA Commission and the commission re-elected her as commission chair. The by-laws for EMA commission have been changed to state the chair is a 2-year term. Linda has continued to take trainings and attend different meetings that help her understand the EMA role and responsibilities. She reaches out to other EMAs at meetings and gets their feedback on things they do

and together we determine best practices for my role as Floyd County EMA and the growing resources and equipment we get.

I continue to further my education and this past fiscal year have accrued a total of 139.25 CEUs. I am currently still the vice-chair for EM District 2, Chair of the nominating committee for IEMA, a member of STEP-C. I have attended the ISAC Board of Directors Conference, ISAC Spring Conference, and ISAC Annual Conference this year. I am still certified by FAA to fly Floyd County EMA's drone. And have had flight training hours on the drone to include showing the Fire Departments how the thermal camera works.

I continue to attend meetings for the following: Fire Fighter Association, Northeast Iowa Regional Airport, Region 2 LEPC, 911/communications, IEMA District 2, IEMA XComm, Step-C, Service Area 2, Red Cross, Planning/Zoning, Risk Management, and Courthouse security. I also attend individual fire departments meetings when I can and when the information or training pertains to me. I have rotated through the Fire Departments to give them training on the drone and thermal camera. I have also been rotating through on council meetings to inform council members of the tabletop exercises I am doing, the reasoning for me doing them, and future plans for exercises in the county.

In the past fiscal year, I have responded to a total of 21 scenes. These include: 13 fire scenes, 3 incidents requesting drone and 5 weather related events. The Floyd County EOC has been activated 2 times in the last fiscal year with a total of 10 hours activated. Once was just minimal staff, the other time activated was for the tornado that hit Floyd County in May 2019.

The courthouse Emergency Plan I combined and edited with the Courthouse Security committee reached its final draft and went in front of the Board of Supervisors and was approved and adopted. I am working on a training schedule to incorporate the new trainings and topics into each office. I continue to give quarterly test on the duress/panic alarms system in the courthouse. I continue to lead the Risk Management Committee meetings, I am the Zoning coordinator, and serve on the 911/Communications board and have active involvement in Floyd County CERT.