

# Carroll County Emergency Management Commission Meeting

December 21, 2006

Carroll County Courthouse, Ground Floor Meeting Room

Roll call was taken and the following individuals were present:

Emergency Management: Derek White

Board Members: Bob Ehlers (Manning), Jeff Cayler (Carroll), Neil Trobak (Carroll County), Dave Schwaller (Templeton), Glenn Dentlinger (Halbur), Chris Young (Breda), Carl Noble (Arcadia), Ken Haubrich (Glidden), Gary Mendenhall (Ralston), Steve Main (Lanesboro), and Tony Derner (Dedham).

No representation from Carroll County Sheriff, Coon Rapids, Lidderdale, or Willey was present.

- 1) Meeting was called to order at 7:20 P.M. by Chairman Cayler.
- 2) Agenda and minutes of December 21st meeting. Motion to approve made by Derner and seconded by Ehlers. All ayes—approved.
- 3) Amendment made to agenda by White in order to approve insurance under “Fiscal Update”. No objections to this presented.
- 4) 2006 Report: White presented the annual report to the commission.
- 5) Fiscal Update:
  - a) Discussion of FY2008 Budget: White presented a preliminary budget for FY2008. White noted that the increase in the request from the county was based on a low request the previous year and that much of the reserve was being taken to pay for current expenditures and that it was tough spending grant dollars because of it. White mentioned that he wanted to demonstrate what full-time emergency management could do before asking for additional money, so no more funding would be requested in current fiscal year unless it was an emergency.

Cayler asked about paying salary with planning grant dollars. White responded that it was a fine line because EMPG was already slated for full-time work and that it essentially could not be done unless it was overtime for fear of supplanting federal funds, which may cause a loss of grant eligibility.

Cayler addressed the board in reference to White’s salary. Cayler stated that a range should be set for the top and bottom salaries for the position so that White or others who may fill the position know where they rank. Cayler added that White was started out at the low end of what had been mentioned when discussing full-time hiring and that he felt

that White's work had placed him at the same level of those with more experience and that raising White's salary over a period of time to the top of the salary range should be considered. Cayler mentioned that several counties similar in population to Carroll County were paying their coordinators more.

After further discussion, Noble made a motion to approve a salary range of \$42,000 as the top and \$35,000 as the bottom and that White should be raised to the top of the range within three years pending an annual performance evaluation by the commission with cost-of-living increases the only raises after \$42,000. Dentlinger seconded the motion. All ayes—approved.

b) 2005 Homeland Security Grant and Region Update—White told the commission that reimbursements were going more smoothly now thanks to state intervention and that some equipment could be purchased through Story County now so it would be possible to expend more of the grant on necessary items. White added that the region was looking at purchasing radiation detectors and sheltering equipment and adding additional training opportunities with the remaining dollars.

c) 2006 Homeland Security Grant Update—White announced that the region was just getting around to seeing what they could use the 2006 dollars on, noting that most of it would be aimed at critical infrastructure protection planning and continued NIMS compliancy.

d) EMPG Update—White said that the FY2007 EMPG application had been sent in and that it may be a couple of months before any award is announced. White also said that he hoped that the process would not be slowed down incredibly as this may cause local EMA budget problems in the last quarter of the current fiscal year.

e) CEDAP Update—White told the commission that awards for the CEDAP program should be announced in the next 6-8 weeks and that several Carroll County jurisdictions had applied.

f) Other Grants and Opportunities: White announced that he had been assisting the Sheriff Office with a private equipment grant application and two towns with funding for outdoor warning sirens.

g) Approval of Insurance Coverage with Iowa Communities Assurance Pool—White presented the commission with the premium for 2007 insurance coverage from ICAP via Terry Axman of Mid-Iowa Insurance. White noted that the premium was only going up \$1 for the entire year so approval was recommended. Motion to approve made by Noble and seconded by Derner. All ayes—approved.

6) NIMS Update:

a) Update on NIMS Compliancy—White said that all but one jurisdiction had signed their compliancy letters prior to September 30<sup>th</sup> and that the one that did not would soon get their letter signed and handed in.

b) Continued NIMS Compliancy—White told the commission that no specific information had come in yet regarding NIMS for 2007 other than it was thought that the largest cities and counties would have to take additional NIMS classes. White added that he would send along the information once he received it from the state.

7) Training: White updated the commission on classes that occurred in the past few months and those that were planned for early 2007.

8) Planning: White presented the plans that had either been updated or created since the last meeting and asked for approval. Motion to approve made by Mendenhall and seconded by Ehlers. All ayes—approved.

9) Exercising: White updated the commission on the plans for exercises in 2007.

10) Organizational Programs and Events:

a) Flashing Porch Light Program: White updated the commission on the program, stating that over 150 bulbs had been given out and that it was anticipated that more would be given out in 2007.

b) Conference in March: White announced to the commission that there would be a disaster recovery conference held in Carroll in March with local and statewide speakers present. White said that funding was coming along and that credit hours were being examined.

c) StormReady: White also announced that he was applying for StormReady status from the National Weather Service. White said that this status is good for chambers of commerce to use as promotional tools for communities and that those with flood insurance may see a rate decrease with the status announcement. White added that the process may take until next fall.

11) Citizen Outreach and Education: White updated the commission on several areas of which he was assisting with citizen outreach and education, such as meeting with community groups and looking into a safety and preparedness fair for spring 2007.

12) Inter-Organizational Coordination

a) Discussion of trailers for IAD/Pandemic use: White asked that this be tabled until a future meeting. No objections made.

b) Appointment of Alternate to Regional Meetings: White told the commission that an alternate is sometimes requested for HSGP regional meetings and that Cayler had been

appointed as the alternate. White said he wanted to make sure that there was no problem with this from anyone. No objections made.

c) Coordinator's Appointment to Board of Directors for Iowa State Association of Counties: White announced that his colleagues in the Iowa Emergency Management Association had asked him to be their representative on the ISAC board of directors. White stated that he wanted to make sure that this would be okay with the commission and that he had informed the board of supervisors of it as well. No objections made.

13) New Business: Haubrich mentioned the possibility of having a schedule for 2007 meetings so that everyone knows exactly when the meetings are. White said that he would make a schedule up with Cayler and present it at the next meeting.

10) Adjournment: Motion to adjourn made by Haubrich and seconded by Young. All ayes—approved. Meeting closed at 8:45 P.M.

Derek White  
Carroll County Emergency Management