



SCOTT COUNTY EMERGENCY MANAGEMENT COMMISSION

Chief Gerald Voelliger, Chair
David Donovan, Emergency Management Coordinator
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January 21, 2016

The Scott County Emergency Management Commission met for a scheduled meeting on Thursday, January 21, 2016 at the Scott County Emergency Management Agency located at 1100 E 46th St Street, Davenport. Present for the meeting were:

Commission Members:

Debe LaMar, Mayor Pro-tem of Bettendorf; Frank Klipsch, Mayor of Davenport; Steve Laughlin, Mayor of Dixon; Ken Schoenthaler, Mayor of Donahue; Marty O'Boyle, Mayor of Eldridge; Michael Limberg, Mayor of Long Grove; David Sindt, Mayor of Maysville, Roger Woomert, Mayor of Princeton; Diane Holst, Scott County Board of Supervisors; Dennis Conard, Scott County Sheriff (Commission Vice-chair).

Others Present:

Dave Coon, Donahue Fire; Ty Arp, Maysville Fire; Katrina Andybur, Scott County EMA; Denise Pavlik, Director, Scott Emergency Communication Center; Nick Border, Scott County EMA; Dave Donovan, Scott County EMA Coordinator.

Sheriff Conard called the meeting to order at 6:01 p.m.

Approval of Meeting Agendas and Minutes

Approval of Meeting Agenda for today's meeting.
Moved by O'Boyle, Second by Klipsch – all ayes.

Approval of Minutes from September 17, 2015 meeting.
Moved by LaMar, Second by O'Boyle – all ayes.

Election of Commission Officers

Sheriff Conard asked for nominations for the Chair position.

Moved by O'Boyle to reappoint Gerald Voelliger as Chair and Sheriff Conard as Vice-Chair. Second by Klipsch. – all ayes.

B - Public Comment

Sheriff Conard opened the floor for public comment. No comments were offered.

C - Old Business

Strategic Planning Update – Donovan suggested that the strategic planning discussion be combined with the update of the intern project under new business. No objections.

D - New Business

- 1) Donovan gave a review of the proposed Emergency Management Agency budget and answered questions from the Commission members on individual line items. Denise Pavlik answered Commission questions regarding the separately presented budget from Scott Emergency Communications Center that was previously approved by the SECC Board. Donovan explained that at the budget hearing and approval meeting in February the EMA and SECC budgets would be combined into one, but for clarity were presented discretely today for presentation purposes.

Donovan also explained that in February there would be a public hearing and approval item for a SECC budget amendment for the current fiscal year (FY16), which is listed on the SECC Capital Budget document. Pavlik answered questions about the budget amendment.

- 2) Donovan discussed the April 7, 2016 3rd Annual Quad City Disaster Readiness Conference at the Waterfront Convention Center. Donovan explained that he planned to help offset the cost of holding the conference, provide refreshments and lunch for attendees and to keep the conference at no cost for attendees. He asked for Commission consensus and asked if there were any Commission objections. None were made.
 - 3) Donovan discussed the Focus Group project that Katrina Andybur has been working on. Andybur explained the format and participation of the three part focus group series and the value to EMA and the community. Donovan discussed how this project relates to the emphasis on Whole Community Planning and engagement. Donovan and Andybur discussed the concept of creating a means to continue to engage with and build upon the participant group from the focus groups. Tentatively dubbed "Safeguard Quad Cities" (after the statewide Safeguard Iowa Program), this group would be focused more on business and organizations and less on response and government
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organizations. They envision this group as a more community based counterpart to the existing Quad City Emergency Planning Committee (QCEPC) that is focused more on emergency planning, response organizations and government agencies.

Donovan went on to present two documents. The first draft document outlines the focus group process, the data/feedback gathered from that process and proposes several strategic goals for Commission consideration and discussion at a subsequent meeting.

- 4) During the budget discussion, Donovan presented a report for the Commission to consider regarding an assessment of the technology equipment on the Mobile Command Vehicle and a plan for upgrading and/or replacing said equipment. Funds are included in the proposed FY17 budget request for EMA to support this project.

Donovan gave an update on progress on the EMA website, www.iascema.com and suggested that the commission review and provide feedback. Discussion ensued about efforts that the Agency is taking to publicize the website as well as social media outlets.

- 5) The next meeting of the Scott County Local Emergency Planning Committee (LEPC) is scheduled for February 26 at 9:15a (immediately following QCEPC) in the EOC Conference Room. The LEPC is the mandated local hazmat and community right to know organization for Scott County. At the February meeting, EMA will lead the LEPC through an update to our Hazard Vulnerability Analysis, which identifies and analyzes the various hazards (natural, technological and man-made) present in our community.
 - 6) Donovan gave a brief report on the Iowa National Guard exercise, Vigilant Guard, and EMA's participation. This exercise took place January 11-14, 2016 and gave EMA the opportunity to better understand IANG resources and the processes for accessing those resources during an emergency or disaster. Upcoming exercises:
 - a. Area Maritime Security Council Table Top Exercise – February 24, 2016
 - b. RIA Full Scale Exercise – May 11, 2016
 - c. Volunteer Reception Center – an exercise was held in November and the agency along with other agencies are planning for training this spring and an exercise/drill in conjunction with the normal emergency planning activities that take place annually with Bix Road Race in Davenport.
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- 7) The agency is working to schedule various training opportunities to support the capacity building for the EOC Team. Also, the federal training agency CTOS has agreed to bring several days of radiological training to Scott County. Donovan is working to get that scheduled and answered questions from the Commission regarding the intended audiences.
- 8) Donovan reminded the Commission about the Iowa Department of Education initiative to provide workshops and technical assistance to local school districts to complete updated emergency operations plans and to engage with local first response organizations. Progress continues to be made on this initiative with local districts seemingly well engaged. A second workshop is planned for March.

Donovan discussed continuing progress that Nick Border makes on the county plans. They also discussed the Emergency Support Function (ESF) planning teams from the various EOC disciplines and leveraging existing committees/groups, but putting together groups where they may not exist. For example, the existing LEPC group would serve as the planning team for ESF-10 Hazardous Materials.

E - Actions and Approvals

No Actions or Approvals

F - Next Meeting

The next scheduled meeting of the Scott County Emergency Management Commission is February 18 at 6:00 p.m. at the same location for the purpose of approving the FY2017 budget and the FY2016 SECC budget amendment.

The Commission also discussed the setting of public hearings at the February 18, 2016 meeting regarding the adoption of the proposed FY2017 Emergency Management Agency (combined EMA and SECC) budget and the proposed FY2016 SECC budget amendment.

G – Adjourn

Motion to Adjourn at 7:14 p.m.

Moved by Schoenthaler, second by Limberg - all ayes
