

SCOTT COUNTY EMERGENCY MANAGEMENT COMMISSION

Mayor Bob Gallagher, Chair David Donovan, Agency Director 1100 East 46th Street, Davenport, Iowa 52807 Phone 563-484-3050 david.donovan@scottcountyiowa.com

Tentative Meeting Agenda October 28, 2021, at 6:00 p.m.

SCEMA Commission – In-person Meeting Emergency Operations Center Conference Room 1100 E. 46th St Davenport, IA 52807

Approval of Meeting Agenda and Minutes

- 1) Changes to and/or approval of Meeting Agenda today's meeting. Motion_____Second____Ayes___Nays___
- 2) Approval of Minutes from August 19, 2021, Commission meeting (see attached)

Motion_____Second____Ayes___Nays____

Old Business

- 1) Quad City P-25 Radio Project update
- 2) Genesis Well Project update
- 3) Alert Iowa update
- 4) Drone update

New Business

- 1) Discussion of Iowa Homeland Security annual training requirement and process for Scott County EMA.
- 2) Discussion and approval of annual plan updates: Emergency Support Function (ESF) 4, ESF 9, ESF 10, and ESF 13
- 3) Discussion of Scott County Storm Ready designation.
- 4) Discussion of Notice of Intent for the Iowa Hazardous Materials Emergency Planning grant program.
- 5) Presentation and discussion of FY2023 Budget for Scott County Emergency Management Agency.

<u>Approvals</u>

- 1) Approval of updates for ESF 4, 9, 10 and 13 of the Scott County Emergency Operations Plan as presented.
 - Motion_____Second____Ayes___Nays___
- Approving the submission of a Notice of Intent and application (not to exceed \$7500) for the Iowa Hazardous Material Emergency Planning (HMEP) Grant. Motion Second Ayes Nays
- Setting a public hearing relative to the approval of the plans and specifications for the Genesis Well Project for December 2, 2021 at 6:00 pm. Motion_____Second_____Ayes____Nays____

Next Meeting

 Next Scheduled Meeting – December 2, 2021, at 6:00pm, for a regularly scheduled, bi-monthly Commission meeting and a public hearing for the Genesis Well Project. Please NOTE THE DATE CHANGE

<u>Adjourn</u>

1) Motion to Adjourn Time_____ Motion_____Second_____Ayes___Nays____



SCOTT COUNTY EMERGENCY MANAGEMENT AGENCY David Donovan, Director Bob Gallagher, Commission Chair 1100 East 46th Street, Davenport, Iowa 52807 (563)484-3050 david.donovan@scottcountyiowa.com

Scott County Emergency Management Agency Commission August 19, 2021, Meeting Minutes

The Scott County Emergency Management Commission met for their August 2021 meeting on Thursday, August 19, 2021, at 6:00 p.m. The meeting was conducted in-person and Zoom at Scott Emergency Communication Center in the Emergency Operations Center conference room.

Commission Members present:

Mike Matson, Mayor of Davenport; Sally Rodriquez, Mayor of Buffalo; Bob Gallagher, Mayor of Bettendorf; Ken Schoenthaler, Mayor of Donahue; Ray Allen, Mayor of LeClaire; Tim Lane, Sheriff of Scott County; and John Kostichek, Mayor of Walcott. Attended via Zoom Marty O'Boyle, Mayor of Eldridge.

Others Present:

Dave Donovan, Scott County EMA&SECC; Brian Payne, Scott County EMA; Jim Hawkes, Scott County EMA, Molly Mckee, Scott County EMA; Arnold Alt, Scott County EMA; Jason Cook, SECC.

Mayor Gallagher called the meeting to order at 6:00 p.m.

Approval of Meeting Agenda and Minutes

Mayor Kostichek made a motion to approve the agenda for the August meeting. Mayor Rodriquez seconded the motion. All Ayes.

Mayor Matson made a motion to approve the minutes from the July15, 2021, meeting of the Scott County Emergency Management Commission. Mayor Schoenthaler seconded the motion. All Ayes.

Old Business

- 1) Donovan gave an overview of the work to date on the QC P-25 Radio System project, including tower construction activity. Donovan presented a powerpoint of the updated work done at each tower site.
- 2) Payne gave an update on the Genesis Well project. Still working on resolving DNR and City of Davenport Ordinances before moving on with project. Will be setting up a neighborhood meeting to meet with and answer questions from the neighbors.
- 3) Donovan and Payne game an update on the status of Alert Iowa and its uses. Advised that there would be some future PR campaigns and mailers for local residents.

New Business

- 1) Donovan and Payne led a discussion on the memo about grant applications. Advised what each grant would be used for in the coming months.
- 2) Payne led a discussion on the purpose of Alert Iowa and the impact a direct mailer would have. Advised that would work with the local municipality to design their mailer. Bids were provided by local businesses and shown to the Commission for approval.

Actions and Approval

- Mayor Matson made a motion for approval of Grant Applications EMPG-ARPA, HSGP application and BRIC notice of intent. Sheriff Lane seconded the motion. All Ayes.
- 2) Mayor Matson made a motion to approve the award of bid for an Alert Iowa direct mailer. Mayor Schoenthaler seconded the motion. All Ayes.

Next Meeting

- 1) The Commission discussed the future frequency of meetings.
- 2) Next Commission Meeting October 28, 2021 at 6 p.m.

<u>G – Adjourn</u>

Mayor Kostichek made a motion, and Sheriff Lane seconded to adjourn at 6:55 p.m. All ayes.



SCOTT COUNTY EMERGENCY MANAGEMENT AGENCY David Donovan, SECC/EMA Director 1100 East 46th Street, Davenport, Iowa 52807 (563) 484-3050 david.donovan@scottcountyiowa.com

October 21, 2021

- To: Mayor Bob Gallagher EMA Commission Chair
- From: David Donovan EMA/SECC Director
- Subj: Annual Training Requirements

Beginning October 1, 2021, the Iowa Homeland Security and Emergency Management Department has revised the training requirement for Emergency Management Coordinators. Coordinators are required to complete 24 hours of continuing education and training. The new state requirement specifies that 12 hours of training support the planning emphasis areas for the year. The remaining 12 hours are determined and approved locally by the local Emergency Management Commission.

This strategy focuses all counties on the annual planning sections and allows the local Coordinator and Commission to identify other training needs that meet our local needs. At least once each year, we will bring forward a list of training that has been or will be completed. That list will include the sessions that support the focus areas and courses we define locally. The Commission will vote to approve the training, and the Chair will certify by signing a letter for submission to the state.

CC: Brian Payne Jim Hawkes



SCOTT COUNTY EMERGENCY MANAGEMENT AGENCY David Donovan, SECC/EMA Director 1100 East 46th Street, Davenport, Iowa 52807 (563) 484-3050 david.donovan@scottcountyiowa.com

October 21, 2021

- To: Mayor Bob Gallagher EMA Commission Chair
- From: David Donovan EMA/SECC Director
- Subj: Annual Plan Revisions

As you know, we are required to update a portion of our Emergency Operations Plan each year. Several years ago, the State of Iowa began to coordinate those county updates, requiring all counties to update the same plan sections each year, thus streamlining their review process. This year, the required revisions are:

- Emergency Support Function (ESF) 4: Fire
- ESF 9: Search and Rescue
- ESF 10: Hazardous Materials
- ESF 13: Public Safety and Law Enforcement

Iowa Homeland Security and Emergency Management Department as completed their review of the above plans that we submitted we submitted. Attached is their letter of compliance.

We ask the Scott County Emergency Management Commission to adopt these plans. We will also present ESF-10 Hazardous Materials to the Quad City Local Emergency Planning Committee for their review and approval.

While this completes our required plan revisions for the current year, we continue to make revisions to other portions of our plans. The flood of 2019, the pandemic and recent civil unrest has exposed several areas that our plans need adaptation and revision. We will continue to work to improve our written plans and may present additional sections for approval in the coming months.

CC: Brian Payne Jim Hawkes



STATE OF IOWA

KIM REYNOLDS GOVERNOR

ADAM GREGG LT. GOVERNOR IOWA DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT JOHN R. BENSON, INTERIM HOMELAND SECURITY ADVISOR AND EMERGENCY MANAGEMENT DIRECTOR

September 22, 2021

Brian Payne, Coordinator Scott Co. Emerg. Mngt. Agcy. 1100 East 46th St. Davenport, IA 52807

Dear Scott:

I have reviewed the following planning elements of the Scott County Comprehensive Emergency Management Plan:

- ESF-4 Fire Fighting
- ESF-9 Search and Rescue
- ESF-10
- ESF-13 Public Safety

These planning elements are compliant with the review guidance developed by the Iowa Department of Homeland Security and Emergency Management.

Thank you for your continued preparedness in Scott County.

Sincerely,

Tracey Cips

Tracey Epps District Liaison

TE/te



SCOTT COUNTY EMERGENCY MANAGEMENT AGENCY David Donovan, SECC/EMA Director 1100 East 46th Street, Davenport, Iowa 52807 (563) 484-3050 david.donovan@scottcountyiowa.com

October 21, 2021

- To: Mayor Bob Gallagher EMA Commission Chair
- From: David Donovan EMA/SECC Director
- Subj: Notice of Intent and Application HMEP Grant

As you may recall, in prior years we have submitted a grant application to the Iowa Homeland Security and Emergency Management Department for their Hazardous Materials Emergency Planning program. Typically, we have requested funds to pay for training for first responders in Scott County.

In the past, we have contracted with the Davenport and Bettendorf Fire Departments to conduct this training. Both departments have instructors, certified to deliver Awareness and Operator level hazmat training. After consulting with those departments, we wish to submit a grant application. The first step in that process is to submit a notice of intent (NOI). At this time, we do not have a firm budget for the training, but are working to develop that. Given the anticipated timing of the grant application, we are asking the Commission to approve the NOI and the grant application with a not to exceed amount of \$7500.00. Once we have a final grant proposal we will bring that back to the Commission for your information.

CC: Brian Payne Jim Hawkes



Account Number	Account Description	EMA Actual 2019	EMA Actual 2020	EMA Actual 2021	EMA Budget 2022	EMA Estimated 2022	EMA Request 2023
Number	Account Description	2013	2020	2021	ZUZZ	2022	2025
	REVENUE						
42118	State of Iowa E911 Program	0.00	0.00	0.00	0.00	0.00	0.00
42119	Governor's Traffic Safety Bureau	0.00	0.00	0.00	0.00	0.00	0.00
42163.01	Federal (FEMA) EMPG	39,000.00	39,000.00		39,000.00	39,000.00	39,000.00
42163.02	Federal (FEMA) HMEP-T	1,770.00	, 0.00	ຼັງການການການການການການການການການການການການການກ	0.00	, 0.00	7,500.00
42163.03	Federal (FEMA) HMEP-P	5,000.00	0.00	0.00	0.00	0.00	0.00
42163.04	Federal (FEMA) HMEP-E	0.00	0.00	0.00	0.00	0.00	0.00
42163.05	Federal (FEMA) Hazard Mitigation	0.00	0.00	0.00	22,500.00	15,000.00	7,500.00
42163.06	Federal (FEMA) PA	0.00	49,804.69	148,505.08	89,000.00	150,000.00	0.00
42163.07	State (HSEMD) PA	0.00	0.00	0.00	11,000.00	30,000.00	0.00
43423	Build America Bond IRS Interest Subsidy	0.00	0.00	0.00	0.00	0.00	0.00
43400	Local Revenue - Well Project			13,945.61	72,333.00	110,179.40	15,000.00
43432.03	COVID-19				0.00		
43707	State Revenue - Well Project			32,189.93	217,000.00	330,538.19	45,000.00
43809	Reimbursements from Scott County	218,000.00	218,000.00	218,000.04	250,000.00	250,000.00	310,000.00
43809.01	Reimbursements from Scott County - Cap	0.00	0.00	0.00	0.00	0.00	0.00
45051	Sale of Stockpile			31,702.50	0.00	10,000.00	10,000.00
46035	Professional Services to Others	0.00	0.00	0.00	0.00	0.00	0.00
	Interest	6,364.15	4,646.13	784.70	3,500.00	1,800.00	1,800.00
47012	Buildings Rent	0.00	0.00	0.00	0.00	0.00	0.00
	P-25 Access Fees						
48121.00	Refunds & Reimbursement Default	304.08	9,972.17	50,403.97	500.00	500.00	500.00
48121.04	Refunds and Reimbursements - Exelon	37,000.00	46,918.00	317.19	36,000.00	42,000.00	42,000.00
48121.05	Refunds and Reimbursements - DAEC	19,000.00	19,000.00	9,500.00	0.00	0.00	0.00
48151.07	Refunds and Reimbursements - COVID	0.00	53,445.51	27,066.42	0.00	0.00	0.00
48118	Employee Jury Duty	0.00	0.00	0.00	0.00	0.00	0.00
	Total	326,438.23	440,786.50	592,467.38	740,833.00	979,017.59	478,300.00



Account Number	Account Description	EMA Actual 2019	EMA Actual 2020	EMA Actual 2021	EMA Budget 2022	EMA Estimated 2022	EMA Request 2023
Nulliber	chk total	2019	2020	2021	ZUZZ	2022	2023
	EXPENSES						
61010.01	Salaries Regular	152,439.18	131,475.72	146,017.19	191,951.98	191,951.98	235,049.58
61015.00	Salaries Overtime Default	0.00	0.00	0.00	0.00	0.00	0.00
61030	Shift Differential	0.00	0.00	0.00	0.00	0.00	0.00
61068	Bonus Pay	0.00	0.00	0.00	0.00	0.00	0.00
62002	Health/Medical Benefits	31,060.30	39,250.78	43,914.36	60,500.00	60,500.00	68,130.00
62003	Social Security (FICA)	11,413.06	9,596.66	10,690.55	14,000.00	14,000.00	17,200.00
62004	Retirement (IPERS)	14,390.26	12,411.24	13,800.37	18,480.00	18,480.00	21,996.40
62007	Deferred Compensation Allowance	500.00	150.00	617.50	500.00	500.00	1,000.00
62010	Meal Reimbursement (IRS)	40.00	8.25	0.00	150.00	150.00	150.00
62014	Moving Expense Benefit	0.00	0.00	0.00	0.00	0.00	0.00
63011.07	Buildings SECC	0.00	0.00	0.00	0.00	0.00	0.00
63071.01	Tech & Equip Office Furn	1,057.49	1,239.69	761.63	1,400.00	1,400.00	1,400.00
63071.02	Tech & Equip Other Equipment	2,178.79	41,611.00	48,143.54	65,300.00	62,500.00	0.00
	Tech and Equipment - Fund Reserve						
63072	Vehicles General Purchase			0.00	21,500.00	68,505.00	0.00
63013.03	Infrastructure - Telecommunications	0.00	0.00		0.00	0.00	
63073	Other Improv / Space Util	2,358.95	0.00	55,782.41	289,333.00	440,717.59	60,000.00
64010	Travel	443.56	1,031.26	0.00	2,200.00	2,200.00	[
64011.00	Schools of Instruction General	1,137.97	309.00		2,500.00	2,500.00	
64011.02	Schools of Instruction Regional		0.00		0.00	0.00	
64014.00	Employee Development General	0.00	0.00	0.00	500.00	500.00	
64014.02	Employee Development Empl PRIDE			45.36			100.00
64014.03	Employee Dev - Recognition	0.00	0.00	0.00	500.00	500.00	500.00
64015	Public Notices	0.00	71.74	163.32	300.00	300.00	300.00
64016	Memberships	200.00	0.00	250.00	300.00	300.00	400.00
64018.01	Maintenance Vehicles	9,875.77	14,982.66	8,644.04	12,500.00	12,500.00	12,500.00
64018.02	Maintenance Buildings	4,686.72	4,926.46	0.00	6,500.00	6,500.00	6,500.00



Account		EMA Actual	EMA Actual	EMA Actual	EMA Budget	EMA Estimated	EMA Request
Number	Account Description	2019	2020	2021	2022	2022	2023
64018.03	Maintenance Equipment	4,634.50	1,579.00	321.88	2,500.00	2,500.00	2,500.00
64018.04	Maintenance Computer Software	7,144.86	2,187.50		10,500.00	8,500.00	8,500.00
	Tower Site Maintenance	0.00	0.00		0.00	0.00	0.00
	Radio System Maintenance		0.00	0.00	0.00	0.00	0.00
	Radio Device Maintenance						
64021.01	Data Processing Hardware	71.24	6,626.92	3,017.56	3,000.00	3,000.00	3,200.00
64027	Postage & Shipping	0.00	180.37	9.19	100.00	100.00	100.00
64028.03	Telephone Cellular	4,344.71	5,776.75	4,120.94	5,800.00	5,800.00	6,500.00
64028.05	Telephone Other	108.16	1,449.42	1,543.79	1,350.00	1,600.00	1,700.00
64031.01	Utilities Electric	0.00	0.00	0.00	0.00	0.00	0.00
64031.0?	Utilities Electric Towers			0.00	0.00	0.00	0.00
64031.04	Utilities Water	0.00	0.00	0.00	0.00	0.00	0.00
64031.05	Utilities Water Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00
64031.06	Utilities Sewer	0.00	0.00	0.00	0.00	0.00	0.00
64032	Commercial Services	0.00	0.00	0.00	0.00	0.00	0.00
	Tower Site Lease			0.00	0.00	0.00	0.00
64037	Professional Services	6,866.75	3,508.75	0.00	43,000.00	28,000.00	22,500.00
64040	Contingency	26,915.02	2,306.30	642.98	3,000.00	3,000.00	3,000.00
64042	Recruitment	0.00	0.00	0.00	0.00	0.00	0.00
64055	Insurance Premiums Default	3,548.00	3,548.00	3,612.00	4,000.00	4,000.00	4,000.00
64055.02	Insurance Premiums Workers Comp	0.00	0.00	0.00	0.00	0.00	0.00
64055.04	Insurance Premiums Property Liability	0.00	0.00	0.00	0.00	0.00	0.00
64055.06	Insurance Premiums Prof Liability	0.00	0.00	0.00	0.00	0.00	0.00
64058	Unemployment Compensation	0.00	0.00	0.00	0.00	0.00	0.00
64114.01	800 MHz Access Fees	0.00	0.00	0.00	0.00	0.00	0.00
64114.03	800 MHz Maintenance Costs	0.00	0.00	0.00	0.00	0.00	0.00
64134	Internet Line Charges		0.00	0.00	0.00	0.00	0.00
64149	Other Expense		0.00	0.00	0.00	0.00	0.00
	Disaster Preparedness Remediation	24,644.88	201,782.67	258,573.21	100,000.00	100,000.00	100,000.00
66012.00	Supplies General	4,546.36	6,356.56	2,534.40	5,500.00	5,500.00	4,000.00
66012.02	Supplies Office Printing	834.30	729.98	236.82	800.00	800.00	350.00



						EMA	
Account		EMA Actual	EMA Actual	EMA Actual	EMA Budget	Estimated	EMA Request
Number	Account Description	2019	2020	2021	2022	2022	2023
66012.03	Supplies Clothing	130.00	364.95	652.98	800.00	800.00	800.00
66021.08	Supplies Inventory Stockpile			70,841.42			
66015	Periodicals and Subscriptions	0.00	355.00	22.00	100.00	100.00	100.00
66016.01	Vehicle Supplies Fuels & Lubricants	1,885.76	1,589.63	570.25	2,300.00	2,300.00	2,300.00
66016.02	Vehicle Supplies Parts	539.95	275.18	567.81	1,000.00	1,000.00	800.00
67010	Principal on Indebtedness	0.00	0.00	0.00	0.00	0.00	0.00
67011	Interest on Indebtedness	0.00	0.00	0.00	0.00	0.00	0.00
	Total EXPENSE	317,996.54	495,681.44	681,734.94	872,164.98	1,051,004.57	591,175.98

Chk Total

FUND BALANCE						
REV Total	326,438.23	440,786.50	592,467.38	740,833.00	979,017.59	478,300.00
EXP Total	317,996.54	495,681.44	681,734.94	872,164.98	1,051,004.57	591,175.98
+/-	8,441.69	-54,894.94	-89,267.56	-131,331.98	-71,986.98	-112,875.98
Beginning Fund Balance	279,005.43	287,447.12	232,552.18	143,284.62	143,284.62	171,297.64
Ending Fund Balance	287,447.12	232,552.18	143,284.62	11,952.64	71,297.64	58,421.66
Total Fund expenditures	-8,441.69	54,894.94	89,267.56	131,331.98	71,986.98	112,875.98
Fund Balance as a percentage of expenditures	90%	47%	21%	1%	7%	10%

Ending Fund Balance Net of Contingency Fund Balance Expenditures - Net

111,952.64	171,297.64	158,421.66
31,331.98	(28,013.02)	12,875.98

Scott County Emergency Management Agency 5 year Project Plan



FISCAL YEAR >>>>	2019	2020	2021	2022	2022	2023	2024	2025	2026	2027	Future
	A short	A	A shual	Duranaad	Amond	Duran and	Duran and	Duran and	Duran and	Duran and	Unprogrammed
Description	Actual	Actual	Actual	Proposed	Amend	Proposed	Proposed	Proposed	Proposed	Proposed	Needs
Fleet/Vehicles (63072)				21 500	21 500						25.000
Fleet - SUV (1/2 w/ SECC)	-	-	-	21,500	21,500	-	-	-	-		25,000
Fleet - Pick-up Replacement	-	-	-	-	49,005	-	-	-	-		-
Building & Grounds Total	-	-	-	21,500	70,505	-	-	-	-		25,000
Building & Equipment											
Mobile Command Replacement	-	-	-	-	-	-	-	-	-		350,000
Pump Acquisition	-	-	-	-	-	-	45,000	-	-		45,000
Sandbagging Equipment	-	-	-	-	-	-	-	-	-		20,000
General Replacement	2,179	14,765	7,536	5,000	5,000	5,000	10,000	10,000	10,000		-
Building & Grounds Total	2,179	14,765	7,536	5,000	5,000	5,000	55,000	10,000	10,000		415,000
Technology Projects											
Copier Replacement	-	6,050	5,090	-	-	-	-	-	7,500		8,000
Audio Visual Replacement	-	0,050	1,223	- 50,000	50,000	-	- 2,500	- 2,500	2,500		8,000
	-	-	1,225		50,000		2,500	2,500	2,300		-
PC Replacements	-	-	-		-	6,000		-	-		20,000
Siren Controllers	-	-		-	-		-	-			45,000
Drone Project	-	-	28,658	-	-	-	-	-	35,000		-
Digital Message Board			5,300		-						
Phone App	-	-	-	-	-	-	-	-	-		13,000
Plotter Replacement	-	924	-	2,800	2,800	-	-	-	-		-
Tablet Replacements	-	-	-	-	-	-	6,000	-	-		-
Computer Replacements	-	-	-	-	-	-	-	10,000	-		-
Network Router / Storage	-	-	-	-	-	-	10,000	-	-		20,000
ICS Situation Software	-	-	-	-	-	-	-	-	-		65,000
Radio Purchases	-	19,311	-	5,000	3,500	-	-	-	-		-
Ham Radio Project	-	562	-	-	3,000	-	-	-	-		-
Laptop Replacements	-	1,240	1,098	-	-	-	4,000	-	-		-
Monitor Replacements	-	-	-	2,500	500	-	-	-	-		-
Technology Sub-Total	-	28,086	41,369	60,300	59,800	6,000	22,500	12,500	45,000		171,000
Other Projects (63073)											
Genesis Well Project	-	-	55,782	289,333	440,718	60,000	-	-	-		-
				-		-	-				-
Other Projects Sub-Total	-	-	55,782	289,333	440,718	60,000	-	-	-		-
Contingency Projects											
Disaster Contingency Authority	-	201,873	258,573	100,000	100,000	100,000	100,000	100,000	100,000		_
Contingency Sub-Total	-	201,873	258,573	100,000	100,000	100,000	100,000	100,000	100,000		-
Total Capital Budget Requested	2,179	244,724	363,261	476,133	676,023	171,000	177,500	122,500	155,000		611,000
Net of Contingency and Grant Projects	2,179	42,851	48,905	86,800	135,305	11,000	77,500	22,500	55,000		611,000
	,	,	-,			_,	-,	_,•			,-••