



SCOTT COUNTY EMERGENCY MANAGEMENT COMMISSION

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

Tentative Meeting Agenda

December 1, 2022, at 6:00 p.m.

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

- 1) Changes to and/or approval of Meeting Agenda – today’s meeting.
Motion _____ Second _____ Ayes ___ Nays ___
 - 2) Approval of Minutes from October 27, 2022, Commission meeting (see attached)
Motion _____ Second _____ Ayes ___ Nays ___
 - 3) Project and Activity Updates:
 - a. Hazard Mitigation Plan
 - b. EOC Technology Project
 - c. Genesis Well Project and Grant
 - d. BRIC Grant
 - e. Governor’s School Safety Initiative
 - f. Training – Partners and Public Education
 - 4) Discussion of FY 2024 Budget
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5) Approval of setting January 26, 2022 at 6:00 pm for a public hearing regarding the proposed fiscal year 2024 budget for the Scott County Emergency Management Agency.

Motion_____Second_____Ayes____Nays_____

6) Next Scheduled Meeting – January 26, 2022, at 6:00 pm, for a regularly scheduled meeting and a public hearing on the adoption of Fiscal Year 2024 Agency Budget..

7) Motion to Adjourn Time_____

Motion_____Second_____Ayes____Nays_____



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Bob Gallagher, Commission Chair
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**Scott County Emergency Management Agency Commission
October 27, 2022, Meeting Minutes for Approval**

The Scott County Emergency Management Commission met for a regularly scheduled meeting on Thursday, October 27, 2022, at 6:00 p.m. The meeting was conducted in-person at Scott Emergency Communication Center in the Emergency Operations Center conference room.

Commission Members present:

Bob Gallagher, Mayor of Bettendorf; Michael Matson, Mayor of Davenport; Vince Jurgena, Riverdale City Council; Ken Schoenthaler, Mayor of Donahue; Daniel Collins, Mayor Pro-tem of Eldridge; Tony Knobbe, Scott County Board of Supervisors; John Kosticheck, Mayor of Walcott; and Michael Limberg, Mayor of Long Grove. Sheriff Tim Lane appeared via Zoom.

Others Present:

Cory Ryan, Scott County Amateur Radio Emergency Service (ARES); Michael Blanchard, Harcros Chemicals; Jim Hawkes, Scott County EMA; Molly McKee, Scott County EMA; Dave Donovan, Scott County EMA/SECC; and Brian Payne, Scott County EMA

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

Approval of Meeting Agenda and Minutes

Mayor Limberg made a motion to approve the agenda for the August meeting. Mayor Matson seconded the motion. All Ayes. Motion carried.

Supervisor Knobbe made a motion to approve the minutes from the August 25, 2022, regular meeting of the Scott County Emergency Management Commission. Mayor Limberg seconded the motion. All Ayes. Motion carried.

Donovan and Payne provided updates on several projects and initiatives:

- 1) Hazard Mitigation Plan 2023 Update – individual communities continue to work on Community Profiles, Hazard Rankings and Mitigation Strategies. They submit to Bi-State Regional Commission, who completes the report. Goal is to submit to State of Iowa by end of calendar year and forward to FEMA shortly thereafter. Expect it to take several months for FEMA review with possible revisions to follow;
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- 2) EOC Technology Project – all displays are installed. Waiting for one or two components that are due in November. Should complete project before end of 2022. Met requirements for the additional EMPG grant funds;
- 3) Genesis Well Project and Grant – memorandum in Agenda Packet outlines a new strategy and revised agreement with Genesis Health Systems and Iowa American Water. Grant dollars will be directed to preparatory work and the other partners will complete the actual installation of the well at a later date and outside of the grant. This approach gives us increased flexibility, but still accomplishes the goal of the project and meets the requirements of the grant. This will require one additional grant extension through the end of 2023, which is the final extension that the State may grant.

Knobbe made a motion to approve the revised Memorandum of Agreement with Genesis Health Systems and Iowa American Water and instructing staff to work with partners on projects to complete the grant. Matson seconded. All Ayes. Motion carried.

Matson made a motion to approve the annual plan updates to Emergency Support Functions 6, 8, 10 and 11 of the Scott County Emergency Operations Plan. Kostichuk seconded. All Ayes. Motion carried.

Payne and Donovan explained that there is still a desire to compete for Building Resilient Infrastructure and Communities (BRIC) grant funding for another potable water well. The State of Iowa is working to investigate ways to make future applications more competitive. Limberg made a motion to approve a notice of intent to submit a BRIC application. Matson seconded. All Ayes. Motion carried.

Payne explained a need to have a mutual agreement with Clinton County for activating the Integrated Public Alert and Warning System (IPAWS) for each other. The agreement supports our Radiological Emergency Plan (REP), as well as our “all-hazards” Emergency Operations Plan. Matson made a motion to approve the Memorandum of Understanding with Clinton County Emergency Management for IPAWS. Limberg seconded. All Ayes. Motion carried.

Donovan led a review of the proposed FY2024 Operating and Capital Improvement Budgets. The Commission discussed the budget process and future approval and public hearing milestones.

Donovan explained upcoming legislative initiatives that would impact EMA, if adopted. The first is proposed revisions to Chapter 29C that clarify municipality status for EMA and the relationship with the County Board of Supervisors regarding the levy for EMA funding.

The second piece of proposed legislation is regarding a proposal to add EMA and 911/Dispatch staff to IPERS protected class.

Knobbe made a motion to adjourn at 7:13 pm. Matson seconded. All Ayes. Motion carried.

The next scheduled meeting of the Scott County Emergency Management Commission is Thursday, December 1, 2022 at 6:00 pm.

Scott County EMA Budget Request Detail - FY 2024



Account Number	Account Description	EMA Actual 2020	EMA Actual 2021	EMA Budget 2022	EMA Actual 2022	EMA Budget 2023	EMA Amend 2023	EMA Request 2024
REVENUE								
42118	State of Iowa E911 Program	0.00	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	0.00
42163.01	Federal (FEMA) EMPG	39,000.00	60,051.94	78,000.00	39,000.00	39,000.00	97,500.00	39,000.00
42163.02	Federal (FEMA) HMEP-T	0.00	0.00	0.00	0.00	7,500.00	3,000.00	3,000.00
42163.03	Federal (FEMA) HMEP-P	0.00	0.00	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	0.00
42163.05	Federal (FEMA) Hazard Mitigation	0.00	0.00	6,500.00	0.00	10,000.00	22,500.00	0.00
42163.06	Federal (FEMA) PA	49,804.69	148,505.08	175,000.00	224,394.88	0.00	25,000.00	0.00
42163.07	State (HSEMD) PA	0.00	0.00	25,000.00	0.00	0.00	20,000.00	0.00
43423	Build America Bond IRS Interest Subsidy	0.00	0.00	0.00	0.00	0.00	0.00	0.00
43400	Grant Project Default	0.00	13,945.61	7,000.00	82,447.41	15,625.00	40,500.00	0.00
43432.03	COVID-19	0.00	0.00	14,000.00	0.00	0.00	0.00	0.00
43435	Homeland Security Grant Program		0.00	115,000.00	0.00		0.00	0.00
43707	FEMA - Homeland Security	0.00	32,189.93	0.00	28,685.61	47,000.00	400,000.00	0.00
43809	Reimbursements from Scott County	218,000.00	218,000.04	250,000.00	249,999.96	310,000.00	310,000.00	355,000.00
43809.01	Reimbursements from Scott County - Cap	0.00	0.00	0.00	0.00	0.00	0.00	0.00
45051	Sale of Stockpile	0.00	31,702.50	4,000.00	1,841.15	10,000.00	10,000.00	5,000.00
46035	Professional Services to Others	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Interest	4,646.13	784.70	0.00	41.26	350.00	350.00	350.00
47012	Buildings Rent	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	P-25 Access Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00
48121.00	Refunds & Reimbursement Default	9,972.17	50,403.97	5,000.00	4,463.57	500.00	500.00	500.00
48121.04	Refunds and Reimbursements - Exelon	46,918.00	317.19	40,500.00	40,431.00	42,000.00	42,000.00	42,000.00
48121.05	Refunds and Reimbursements - DAEC	19,000.00	9,500.00	0.00	0.00	0.00	0.00	0.00
48151.07	Refunds and Reimbursements - COVID	53,445.51	27,066.42	0.00	0.00	0.00	0.00	0.00
48118	Employee Jury Duty	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total	440,786.50	592,467.38	720,000.00	671,304.84	481,975.00	971,350.00	444,850.00

chk total

Scott County EMA Budget Request Detail - FY 2024



Account Number	Account Description	EMA Actual 2020	EMA Actual 2021	EMA Budget 2022	EMA Actual 2022	EMA Budget 2023	EMA Amend 2023	EMA Request 2024
EXPENSES								
61010.01	Salaries Regular	131,475.72	146,017.19	197,500.00	198,962.11	242,000.00	228,000.00	232,000.00
61015.00	Salaries Overtime Default	0.00	0.00	550.00	739.83	2,500.00	1,000.00	1,000.00
61030	Shift Differential	0.00	0.00	0.00	0.00	0.00	0.00	0.00
61065	Separation Compensation		0.00		0.00			0.00
61068	Bonus Pay	0.00	0.00	0.00	0.00	0.00	0.00	0.00
62002	Health/Medical Benefits	39,250.78	43,914.36	61,700.00	62,350.08	66,500.00	65,000.00	65,000.00
62003	Social Security (FICA)	9,596.66	10,690.55	15,120.00	14,637.06	18,500.00	16,800.00	17,500.00
62004	Retirement (IPERS)	12,411.24	13,800.37	18,480.00	18,835.39	25,000.00	22,500.00	21,500.00
62007	Deferred Compensation Allowance	150.00	617.50	1,750.00	1,670.00	1,000.00	1,500.00	1,750.00
62010	Meal Reimbursement (IRS)	8.25	0.00	150.00	150.00	150.00	150.00	150.00
62014	Moving Expense Benefit	0.00	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	0.00
63071.01	Tech & Equip Office Furn	1,239.69	761.63	1,000.00	729.13	1,400.00	1,000.00	6,500.00
63071.02	Tech & Equip Other Equipment	41,611.00	48,143.54	188,000.00	96,405.76	11,000.00	20,000.00	20,000.00
	Tech and Equipment - Fund Reserve		0.00	0.00	0.00	0.00	0.00	0.00
63072	Vehicles General Purchase		0.00	0.00	64,225.50	0.00	15,000.00	0.00
63013.03	Infrastructure - Telecommunications	0.00	0.00	0.00	0.00	0.00	0.00	0.00
63073	Other Improv / Well Projects	0.00	55,782.41	30,000.00	34,210.15	62,500.00	400,000.00	0.00
64010	Travel	1,031.26	0.00	2,200.00	692.19	2,200.00	2,200.00	3,000.00
64011.00	Schools of Instruction General	309.00	813.44	2,500.00	1,207.97	3,000.00	3,000.00	20,000.00
64011.02	Schools of Instruction Regional	0.00	0.00	0.00	0.00	0.00	0.00	0.00
64014.00	Employee Development General	0.00	0.00	375.00	0.00	400.00	400.00	400.00
64014.02	Employee Development Empl PRIDE		45.36	375.00	110.46	75.00	75.00	75.00
64014.03	Employee Dev - Recognition	0.00	0.00	0.00	0.00	500.00	500.00	500.00
64015	Public Notices	71.74	163.32	300.00	319.28	300.00	300.00	300.00
64016	Memberships	0.00	250.00	250.00	300.00	400.00	400.00	600.00
64018.01	Maintenance Vehicles	14,982.66	8,644.04	6,000.00	3,287.98	12,500.00	5,000.00	6,500.00
64018.02	Maintenance Buildings	4,926.46	0.00	7,500.00	7,010.50	4,000.00	2,500.00	4,000.00
64018.03	Maintenance Equipment	1,579.00	321.88	6,500.00	6,084.00	2,500.00	2,500.00	2,500.00
64018.04	Maintenance Computer Software	2,187.50	4,824.00	11,000.00	10,726.31	8,500.00	8,500.00	12,572.00
64018.05	Maint Vehicles - Wash and Detail	0.00	0.00	0.00	0.00			250.00
64018.07	Tower Site Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Scott County EMA Budget Request Detail - FY 2024



Account Number	Account Description	EMA Actual 2020	EMA Actual 2021	EMA Budget 2022	EMA Actual 2022	EMA Budget 2023	EMA Amend 2023	EMA Request 2024
64018.08	Radio System Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Radio Device Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
64021.01	Data Processing Hardware	6,626.92	3,017.56	3,000.00	913.15	3,200.00	2,000.00	2,800.00
64027	Postage & Shipping	180.37	9.19	100.00	146.28	100.00	100.00	100.00
64028.03	Telephone Cellular	5,776.75	4,120.94	5,800.00	4,405.81	6,500.00	5,200.00	5,000.00
64028.05	Telephone Other	1,449.42	1,543.79	1,500.00	1,503.70	1,700.00	1,550.00	1,600.00
64031.01	Utilities Electric	0.00	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	0.00	0.00
64031.04	Utilities Water	0.00	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	0.00
64031.06	Utilities Sewer	0.00	0.00	0.00	0.00	0.00	0.00	0.00
64031.08	Electric Misc			0.00	0.00	0.00	0.00	
64032	Commercial Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
64033.03	Rent Lease Tower Site		0.00	0.00	0.00	0.00	0.00	0.00
64037	Professional Services	3,508.75	0.00	15,000.00	100.00	8,500.00	22,500.00	0.00
64040	Contingency	2,306.30	642.98	3,000.00	1,905.59	3,000.00	3,000.00	3.00
64042	Recruitment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
64055	Insurance Premiums Default	3,548.00	3,612.00	4,000.00	3,870.00	4,000.00	6,100.00	5,300.00
64055.02	Insurance Premiums Workers Comp	0.00	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	0.00
64055.06	Insurance Premiums Prof Liability	0.00	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	0.00
64114.01	800 MHz Access Fees	0.00	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	0.00
64134	Internet Line Charges	0.00	0.00	0.00	0.00	0.00	0.00	0.00
64149	Other Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
64175	Disaster Preparedness Remediation	201,782.67	258,573.21	100,000.00	76,049.31	100,000.00	100,000.00	100,000.00
66012.00	Supplies General	6,356.56	2,534.40	5,500.00	3,778.86	4,000.00	4,000.00	4,500.00
66012.02	Supplies Office Printing	729.98	236.82	700.00	863.94	350.00	350.00	1,000.00
66012.03	Supplies Clothing	364.95	652.98	1,200.00	1,190.94	800.00	1,000.00	1,200.00
66021.08	Supplies Inventory Stockpile		70,841.42	0.00	0.00	0.00	5,000.00	4,000.00
66015	Periodicals and Subscriptions	355.00	22.00	250.00	252.00	100.00	100.00	150.00
66016.01	Vehicle Supplies Fuels & Lubricants	1,589.63	570.25	1,500.00	1,351.41	2,300.00	2,300.00	2,300.00
66016.02	Vehicle Supplies Parts	275.18	567.81	750.00	552.16	800.00	800.00	800.00

Scott County EMA Budget Request Detail - FY 2024



Account Number	Account Description	EMA Actual 2020	EMA Actual 2021	EMA Budget 2022	EMA Actual 2022	EMA Budget 2023	EMA Amend 2023	EMA Request 2024
67010	Principal on Indebtedness	0.00	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	0.00
Total EXPENSE		495,681.44	681,734.94	693,550.00	619,536.85	600,275.00	950,325.00	544,850.00

Chk Total

Scott County EMA Budget Request Detail - FY 2024



Account Number	Account Description	EMA Actual 2020	EMA Actual 2021	EMA Budget 2022	EMA Actual 2022	EMA Budget 2023	EMA Amend 2023	EMA Request 2024
FUND BALANCE								
	REV Total	440,786.50	592,467.38	720,000.00	671,304.84	481,975.00	971,350.00	444,850.00
	EXP Total	495,681.44	681,734.94	693,550.00	619,536.85	600,275.00	950,325.00	544,850.00
	+/-	-54,894.94	-89,267.56	26,450.00	51,767.99	-118,300.00	21,025.00	-100,000.00
	Beginning Fund Balance	287,447.12	232,552.18	143,284.62	143,284.62	195,052.61	195,052.61	316,077.61
	Ending Fund Balance	232,552.18	143,284.62	169,734.62	195,052.61	76,752.61	216,077.61	216,077.61
	Total Fund expenditures	54,894.94	89,267.56	-26,450.00	-51,767.99	118,300.00	-21,025.00	100,000.00
	Fund Balance as a percentage of expenditures	47%	21%	24%	31%	13%	23%	40%

Ending Fund Balance Net of Contingency
Fund Balance Expenditures - Net

316,077.61
(121,025.00)

316,077.61

-

Fund Balance percentage net of Contingency

33% 58%