



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

August 24, 2023, 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 June 22, 2023, Commission meeting (see attached)

Motion_____Second_____Ayes____Nays_____

- 3) Project and Activity Updates:

a. Building Collapse

b. Emergency Support Function & Recovery Support Function Planning:

i. Updates for FY2023

ii. Scheduled Updates for FY2024

c. Upcoming Events:

i. Be Ready QC Fair – September 9th

ii. Port Security Assessment September 18-22

iii. CMS Functional Exercise – October 2023

d. Mobile Command Agreement

4) Training, Education, and Exercise overview:

a. The last 12-months

b. Projection for the next 12-months

5) Discussion and approval of Brian Payne and Jim Hawkes annual training hours.

Motion_____Second_____Ayes____Nays_____

6) Discussion and approval of Scott County EMA's Strategic Planning and hiring a sub-contractor to facilitate the planning.

Motion_____Second_____Ayes____Nays_____

7) Discussion and approval of Scott County EMA's Plan Updates. ESF-10, ESF-11, ESF-12, ESF-14, and Economic RSF.

Motion_____Second_____Ayes____Nays_____

8) Next Scheduled Meeting – October 26, 2023, at 6:00 pm, for a regularly scheduled meeting.

9) 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
June 22, 2023, Meeting Minutes for Approval**

The Scott County Emergency Management Commission met for a meeting on Thursday, June 22, 2023, 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; Ken Schoenthaler, Mayor of Donahue; Michael Limberg, Mayor of Long Grove; Vince Jurgena, Mayor Pro-tem of Riverdale.

Others Present:

Dave Donovan, Scott County EMA/SECC; Brian Payne, Jim Hawkes and Molly McKee, all with Scott County EMA.

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

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

Mayor Matson made a motion to approve the minutes from the May 25, 2023 special meeting of the Scott County Emergency Management Commission. Mayor Limberg seconded the motion. All Ayes. Motion carried.

Donovan, Payne and Hawkes led a discussion of the EMA agency response activities related to the building collapse in Davenport. They also gave brief updates on the agency recruitment, the current burn ban and upcoming events.

Donovan and Payne gave a summary of the proposed budget amendment due to response expenses.

Mayor Limberg made a motion to open a public hearing relative to the second published amendment to the Scott County Emergency Management Agency fiscal year 2023 budget. Mayor Matson seconded the motion. All ayes. Motion carried.

No one was present to speak for or against the proposed amendment.

Mayor Matson made a motion to close the public hearing. Mayor Pro-tem Jurgena seconded the motion. All Ayes. Motion carried.

Mayor Matson made a motion to approve and adopt the proposed second amendment to the Fiscal Year 2023 Operating Budget for the Scott County Emergency Management Agency as presented and published. Mayor Pro-tem Jurgena seconded the motion.

Roll Call Vote:

Bettendorf	Aye
Blue Grass	absent
Buffalo	absent
Davenport	Aye
Dixon	absent
Donahue	Aye
Eldridge	absent
Le Claire	absent
Long Grove	Aye
Maysville	absent
McCausland	absent
New Liberty	absent
Panorama Park	absent
Princeton	absent
Riverdale	Aye
Scott Co. Board	absent
Scott Co. Sheriff	absent
Walcott	absent

Motion carried.

The next regularly scheduled meeting is August 24, 2023 at 6:00 pm for regularly scheduled meeting.

Mayor Schoenthaler made a motion to adjourn at 6:50 pm. Mayor Limberg seconded the motion. All ayes. Motion carried.





SCOTT COUNTY EMERGENCY MANAGEMENT AGENCY

1100 East 46th Street, Davenport, Iowa 52807
(563) 484-3050 ema@scottcountyiowa.gov

August 24th, 2023

To: Mayor Bob Gallagher
EMA Commission Chair

From: Brian Payne
EMA Deputy Director

Subj: Approval of Plan Updates for 2023

We submitted updated portions of our Emergency Operations Plans to the Iowa Homeland Security and Emergency Management Department for review. Specific plan sections submitted included:

A brief change summary:

- **ESF-10 | Hazardous Materials**
The only change in this plan is Appendix 5: We updated the Tier II facilities within Scott County.
- **ESF-11 | Agriculture, Natural Resources, and Pets**
This plan was approved by you last year, and we have submitted this plan with no changes from 2022.
- **ESF-12 | Energy**
All appendices of this plan are new, and we made some minor changes in the plan relating to areas of responsibility.
- **ESF-14 | Private Sector Coordination**
This is a **new plan** for Scott County.
- **Economic RSF (Recover Support Function)**
This is a **new plan** for Scott County.

HSEMD has completed their review and approved our plans as complete and meeting their requirements contingent on your adoption. We recommend that the Commission approve and adopt the revised ESFs 10, 11, 12, 14, and Economic RSF for calendar year 2023.

CC: Dave Donovan
Jim Hawkes

Scott County, Iowa
Emergency Management Commission
County Comprehensive Emergency Plan
Plan Adoption Document

We hereby certify that the attached/enclosed plans, portions of plans, and or ESFs to the County Comprehensive Emergency Plan have been reviewed, and at this time, we have no changes or additions.

ESFs or Plans Approved by EMA Commission:

ESF-10 (updated appendix 5), ESF-12, ESF-14, & RSF-Economic

ESFs that had no changes made from the already approved plans:

ESF-11

Chairperson, Emergency Management Commission

Date

Coordinator, Emergency Management Agency

Date



SCOTT COUNTY EMERGENCY MANAGEMENT AGENCY
1100 East 46th Street, Davenport, Iowa 52807
(563) 484-3050
Readyscottcounty.com

DATE: August 24th, 2023

TO: HSEMD training team

FROM: Mayor Robert Gallagher, Jr., Scott County Emergency Management Commission Chair

RE: 24 hour annual training

As identified under Iowa Administrative Code Chapter 7.4(4)c "Local Emergency Management" said person must complete annually, per federal fiscal year, a minimum of 24 hours of continuing education training.

As of August 21, 2023, HSEMD training team has reviewed, verified, and approved 13 hours of **Emergency Management Specific** training with supporting certificate(s):

<u>Event/Course name</u>	<u>Date</u>	<u># hrs</u>
1. Iowa HS Conference	October 2023	13 hrs

Commission-Approved Training w/certificate(s):

The remaining commission-approved 12 hours of training can be coursework or content that is identified locally to best support the roles that the emergency management coordinator maintains in their respective county. Training can be emergency management-specific and/or it may be related to other duties the emergency management coordinator fulfills in the county.

<u>Event/Course name</u>	<u>Date</u>	<u># hrs</u>
1. REP Plan Review	February 2023	20 hrs
2. REP Core Concepts	February 2023	10 hrs

I, Scott County Emergency Management Commission Chair, verify/certify that Brian Payne, county emergency management coordinator has provided documentation to reach the minimum of 24 hours of continuing education hours between EM specific and commission-approved trainings from October 1, 2022 through September 30, 2023.

Sincerely,

Robert Gallagher, Jr., Scott Commission chair

Center for Domestic Preparedness



FEMA

This is to certify that
Brian P. Payne
successfully completed the
REP Core Concepts
Ames, IA

(10.00 Contact Hours)

Issued this 7th day of February, 2023

Tony Russell
Superintendent
Center for Domestic Preparedness
Federal Emergency Management Agency
U.S. Department of Homeland Security

Center for Domestic Preparedness



FEMA

This is to certify that
Brian P. Payne
successfully completed the
REP Plan Review
Ames, IA
(20.00 Contact Hours)

Issued this 10th day of February, 2023

A handwritten signature in black ink, appearing to read "Tony Russell".

Tony Russell
Superintendent
Center for Domestic Preparedness
Federal Emergency Management Agency
U.S. Department of Homeland Security



SCOTT COUNTY EMERGENCY MANAGEMENT
1100 East 46th Street, Davenport, Iowa 52807
<https://www.scottcountyiowa.com/ema>

DATE: August 24, 2023

TO: HSEMD training team

FROM: Mayor Robert Gallagher, Jr., Scott County Emergency Management Commission Chair

RE: 24-hour annual training

As identified under Iowa Administrative Code Chapter 7.4(4)c "Local Emergency Management" said person must complete annually, per federal fiscal year, a minimum of 24 hours of continuing education training.

As of April 12, 2023, HSEMD training team has reviewed, verified, and approved 12 of the 15 hours of **Emergency Management Specific** training with supporting certificate(s):

<u>Event/Course name</u>	<u>Date</u>	<u># hrs</u>
1. AWR 160 WMD/Terrorism EM Responder	October 2022	8 hrs
2. AWR 923 Radiological Emerg Mgmt	December 2022	7 hrs

Commission-Approved Training w/certificate(s):

The remaining commission-approved 12 hours of training can be coursework or content that is identified locally to best support the roles that the emergency management coordinator maintains in their respective county. Training can be emergency management-specific and/or it may be related to other duties the emergency management coordinator fulfills in the county.

<u>Event/Course name</u>	<u>Date</u>	<u># hrs</u>
1. REP Core Concepts	February 2023	10 hrs
2. REP Plan Review	February 2023	20 hrs

I, Scott County Emergency Management Commission Chair, verify/certify that James Hawkes, county emergency management coordinator assistant has provided documentation to reach the minimum of 24 hours of continuing education hours between EM specific and commission-approved trainings from October 1, 2022 through September 30, 2023.

Sincerely,

Robert Gallagher Jr., Scott County Commission Chair

Center for Domestic Preparedness



FEMA

This is to certify that
James Hawkes
successfully completed the
REP Plan Review
Ames, IA

(20.00 Contact Hours)

Issued this 10th day of February, 2023

A handwritten signature in black ink, appearing to read "Tony Russell".

Tony Russell
Superintendent
Center for Domestic Preparedness
Federal Emergency Management Agency
U.S. Department of Homeland Security

Center for Domestic Preparedness



FEMA

This is to certify that
James Hawkes
successfully completed the
REP Core Concepts
Ames, IA

(10.00 Contact Hours)

Issued this 7th day of February, 2023

Tony Russell
Superintendent
Center for Domestic Preparedness
Federal Emergency Management Agency
U.S. Department of Homeland Security