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Linn County Emergency Management Commission

MINUTES

*Linn County Emergency Management Commission Meeting
 Tuesday, January 21, 2025 6:00 PM – 7:30 PM*

Meeting called to order at 6:04 p.m.

Microsoft Teams

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Meeting ID: 281 591 788 387

Passcode: eU2YV93C

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[+1 319-449-0978](tel:+13194490978),439452015# United States, Cedar Rapids

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Phone conference ID: 439 452 015#

MEMBER JURISDICTION	Member (Per Code of IA 29c - mayor, supervisor, sheriff)	Designated Alternate (member's representative excluding budget issues)
Alburnett	Bethany Sarazin - Virtual	
Bertram		
Cedar Rapids		
Center Point	Nathan Schnell - Virtual	
Central City	Don Gray – In-Person	
Coggon		
Ely	Scott Ladwig - Virtual	
Fairfax	JoAnn Beer - Virtual	Lynn Miller – In-Person
Hiawatha	Steve Dodson – In-Person	
Lisbon		
Marion	Gage Miskimen - Virtual	Jason Hansen - Virtual
Mt. Vernon	Tom Wieseler - Virtual	
Palo	Eric VanKerckhove - Virtual	
Prairieburg		
Robins		Keith Feldcamp - Virtual
Sheriff	Brian Gardner - Virtual	
Springville	Lyle Andersen - Virtual	
Supervisor	Brandy Z Meisheid – In-Person	
Walker		
Walford		

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EMA Staff:

BJ Dvorak
Dawn Nelson
Tom Ulrich
Brad Ransford
Heather Tripp
Karen Kawala
Pete Brisbine

Guests Present:

Rich Struve

1. **Roll Call** – Chair – Roll call was taken, and a quorum of elected officials was present.
2. **Approve Agenda** – Chair – **Motion by Hiawatha second by Mt. Vernon. Motion carried.**
3. **Public Comments** – Agenda Related – None.
4. **Invited Guests/Speakers/Presentations/Awards** – BJ Dvorak noted Tom Ulrich’s retirement reception will be Thursday, January 30th, 2025 in the Emergency Operations Center. Presentations will be at 4:00 PM.
5. **Minutes – Approval Regular Meeting (July 16, 2024) – Motion by Supervisor second by Springville. Motion carried.**
6. **Business (Discussion and action may be taken on any of the following)**
 - 6.1. 2025 - Election of EMA Commission Officers – Chair
 - 6.1.1 Chair – Sheriff Brian Gardner - Current
 - 6.1.2 1st Vice Chair – Bethany Sarazin - Current
 - 6.1.3 2nd Vice Chair –Lynn Miller - Current
 - 6.1.4 Secretary – Tom Wieseler - Current
 - 6.1.5 Treasurer – Chief Greg Smith – Current

Motion by Supervisor second by Central City to retain current slate. Motion carried.

- 6.2. FY-2026 Proposed Budget & FY-2025 Proposed Budget Amendment overview presentation – Coordinator – BJ Dvorak presented a power point presentation which included items noted: siren batteries to be changed out from every three years to every four years. A \$15,000 increase in hazmat retainer fees for FY2026 (retainers with eight counties). FYE2024 Reserve Fund Balance is \$569,360.57. EMA keeps a 25% reserve fund balance for emergencies and disasters. Fund balance projects for FY2025 include: laptops upgrade, siren installation (two sirens), rental equipment (move from Hiawatha to Marion location), lease increase (Hiawatha), payout of short-term hours (Ulrich), overlap of salary and benefits (Operations position) and hazmat physicals. FY2025 Budget Amendment Total is \$193,379. FY2026 Proposed Budget is \$1,289,467.

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- 6.3. Discussion and motion approving preliminary Insurance Premiums of \$73,414 ICAP and \$10,350 Work Comp Insurance – Coordinator – **Motion by Central City second by Fairfax/Beer. Motion carried.**
- 6.4. Motion setting a public hearing date for budget amendment of the FY-2025 budget for 6:00 PM February 18, 2025 – Chair – **Motion by Ely second by Mt. Vernon. Motion carried.**
- 6.5. Motion setting public hearing date for approval of Proposed FY-2026 EMA budget - 6:00 PM February 18, 2025 – Chair – **Motion by Mt. Vernon second by Ely. Motion carried.**
- 6.6. Motion approving new and resigning LEPC Members- Dawn – Dawn Nelson reported new members approved today, January 21, 2025 at the LEPC meeting: Pete Brisbine with LC EMA and Matt Dietrick with Ingredion. One resignation: Kathy Riggle with International Paper. **Motion by Hiawatha second by Fairfax/Beer. Motion carried.**

Public Comments (Non-agenda related) – Chair – Coordinator BJ Dvorak introduced Peter Brisbine, new Operations and Readiness staff member. Brisbine spoke and noted he was previously in New Mexico and worked for City of Albuquerque and State of New Mexico Emergency Management. He is originally from Cedar Rapids and still has family in the area. Tom Ulrich noted the Linn County Board of Supervisors provided funding for two sustainability trailers. This was through ARPA funds. Ulrich has been working with Karen Kawala on this project. EMA owns the two 20' trailers and equipment and they will be utilized to respond after a disaster. One has teaching items for sustainability, and they will be taken to fairs and community events. They are being custom made now and will have cell phone charging stations, fans and TVs for providing information to the public. Karen Kawala stated they want to familiarize the community with the trailers. They will have a solar system and generator. Linn County is the first community in the United States to do this type of trailer and they can be used as PODs (point of dispensing). Hiawatha asked if there would be a charge for the training and it was stated there would not be. All of EMA's assets are available to neighboring counties. Kawala noted Sustainability put in an application for the Resilient Iowa Communities Award through the University of Northern Iowa. In that award, they wrote on various resilient projects including the all-hazards emergency template that Heather Tripp and Karen Kawala had worked on. Sustainability was awarded gold status in both Land Use and Community and Economic Development. Rich Struve noted since the 2020 Derecho, he has three repeaters set up and they have a neighborhood watch which uses it to communicate with each other. Struve has had 50 people ask to use it. It's for use for emergency communications with families and has generators. Mt. Vernon asked if the trailers were suitable for display at festivals and how do you get on the calendar. They will be available to go out if compatible with Karen Kawala and Kara's schedules. Hiawatha will be celebrating their 75th anniversary and may contact Karen for the trailer. Central City noted the county fair in Central City, as well. P.A.C.T. centers are locations community members in disaster impacted areas, in Cedar Rapids, can go to during disasters to charge phones and gain access to critical information. We have been in the process of learning more about these P.A.C.T. centers. Rich Struve also noted the unserved areas. The annual Weather Spotter training will be on Saturday, March 22, 2025 at 1:00 p.m. at FaithLife Church on C Ave, Marion.

7. Adjournment – Chair – Meeting declared adjourned by Chair Gardner at 6:51 p.m.

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