

## Linn County Emergency Management Commission

### MINUTES

Linn County EMA Commission Meeting  
Mon, Apr 4, 2022 6:00 PM - 7:00 PM (CDT)

Meeting called to order at 6:00 p.m.

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<b>MEMBER JURISDICTION</b>	<b>Member</b> (Per Code of IA 29c - mayor, supervisor, sheriff)	<b>Designated Alternate</b> (member's representative excluding budget issues)
Alburnett	Bethany Sarazin	
Bertram	Margy Wilson	
Cedar Rapids	Tiffany O'Donnell	Greg Smith
Center Point		
Central City	Adam Griggs	
Coggon		
Ely		Aaron Cooper
Fairfax		Lynn Miller
Hiawatha	Rob Archibald	
Lisbon		
Marion		Deb Krebill
Mt. Vernon		Mike Buser
Palo	Eric Van Kerckhove	
Prairieburg		
Robins	Dick Pilcher	
Sheriff	Brian Gardner	
Springville		
Supervisor	Louis Zumbach	
Walker		
Walford	Bill Voss	

**EMA Staff:**

Steve O’Konek  
Dawn Nelson  
Tom Ulrich  
Brad Ransford  
BJ Dvorak

**Guests Present:**

1. **Roll Call** – Chair – Roll call was taken and a quorum was present.
2. **Approve Agenda** – Chair – Motion by Alburnett second by Cedar Rapids-O’Donnell. Motion carried.
3. **Public Comments** – Agenda Related – Chair – None.
4. **Invited Guests/Speakers/Presentations/Awards – chair** – Brian Gardner stated there had been a retirement celebration for Steve O’Konek, last week, and he was presented with a plaque, for his service (a picture was shared). This was presented on behalf of the Linn County Emergency Management Commission. Thanks for your service, Steve!
5. **Minutes – Approval - Chair**
  - 5.1. February 15, 2022 – Regular Meeting – Motion by Mt. Vernon second by Bertram. Motion carried.
6. **Business (Discussion and action may be taken on any of the following)**
  - 6.1. EMA Coordinator Hiring update – Chair – Brian Gardner reported the hiring process started several weeks/months ago, upon receiving notice from Steve O’Konek, of his resignation. The position was advertised for 30 days and 30 applications were received by Linn County Human Resources. They were vetted down to 19. The hiring committee met and conducted interviews, virtually, with five. Then two in person interviews were conducted at EMA. The committee unanimously recommended to hire BJ Dvorak as the new Linn County Emergency Management Agency Coordinator. Dvorak comes from in-house. There will be a public release, tomorrow, to the media. Gardner noted Dvorak’s experience and stated a conditional offer had been made, pending criminal background and credit history checks. Approval from the full commission is needed. Motion by Marion second by Hiawatha to hire BJ Dvorak as the Linn County Emergency Management Agency Coordinator. Motion carried. BJ Dvorak briefly spoke and noted he plans to schedule time to meet with all commission members. Gardner concluded with stating Dvorak is over qualified and appreciates him staying with the agency.
  - 6.2. EMA Commission resignation from Chief Krebill – Chair – Fire Chief Deb Krebill said it has been an honor being on the Emergency Management Commission and she hopes to support the agency, in the future, during her retirement. Commission Chair Gardner thanked Krebill for her service. Thanks, Deb!
  - 6.3. Appointment replacement for Chief Krebill (Treasurer)- Chair – Cedar Rapids Fire Chief Greg Smith was appointed EMC Treasurer. Carried.
7. **Reports** – None.

8. **Upcoming Events** – None.
9. **Public Comments (Non-agenda related)** – Tom Ulrich reported on the recent annual weather spotter training, in partnership with the National Weather Service. Ulrich, Brad Ransford and BJ Dvorak attended, as well as several members of the CERT team. They had a booth set up at the event, which had almost 200 attendees. Ulrich noted six contacts are interested in joining CERT and one is interested in joining the Linn County HazMat Team. EMA had a drawing for two weather radios. This was a positive event for both EMA and CERT. Brian Gardner noted tomorrow, April 5<sup>th</sup>, is Steve O’Konek’s last day as Linn County Emergency Management Coordinator. BJ Dvorak starts as Coordinator on Saturday, April 9<sup>th</sup>, and Tom Ulrich will be Interim Coordinator April 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup>. All paperwork was completed today, for the process, by Dawn Nelson, Steve O’Konek and Brian Gardner. Gardner stated April 19<sup>th</sup> would be the next EMC meeting, however, there is no need to have one since we had a meeting today. Appreciation was extended to Steve O’Konek and a welcome to BJ Dvorak.
10. **Adjournment** – Commission Chair Brian Gardner declared the meeting adjourned at 6:26 p.m.