

Linn County Emergency Management Commission

MINUTES

Linn County Emergency Management Commission Meeting
Tue, October 17, 2023 6:00 PM - 7:30 PM (CST)

Meeting called to order at 6:06 PM

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MEMBER JURISDICTION	Member (Per Code of IA 29c - mayor, supervisor, sheriff)	Designated Alternate (member's representative excluding budget issues)
Alburnett	Bethany Sarazin	
Bertram	Steve Carpenter	
Cedar Rapids		Greg Smith
Center Point		
Central City	Adam Griggs	
Coggon	Reenie Montgomery	
Ely		
Fairfax		Lynn Miller
Hiawatha	Steve Dodson	
Lisbon		
Marion		Tom Fagan
Mt. Vernon	Tom Wieseler	Jacob Buster
Palo	Angie Brekke	
Prairieburg		
Robins	Dick Pilcher	
Sheriff		Doug Riniker
Springville		
Supervisor		
Walker		
Walford		

Serving all of Linn County and the Communities of: Alburnett, Bertram, Cedar Rapids, Center Point, Central City, Coggon, Ely, Fairfax, Hiawatha, Lisbon, Marion, Mt. Vernon, Palo, Prairieburg, Robins, Springville, Walker, Walford

EMA Staff:

BJ Dvorak
Dawn Nelson
Tom Ulrich
Brad Ransford
Heather Tripp

Guests Present:

Dan Hoffmann
Mike Buser

1. **Roll Call** - 1st Vice Chair – Roll call was taken and a quorum was present.
2. **Approve Agenda** – 1st Vice Chair – **Motion by Coggon second by Palo. Motion carried.**
3. **Public Comments** – Agenda Related – 1st Vice Chair – None.
4. **Invited Guests/Speakers/Presentations/Awards** – None.
5. **Minutes – Approval** – 1st Vice Chair
 - 5.1. July 18, 2023 – Regular Meeting – **Motion by Central City second by Bertram. Motion carried.**
6. **Business (Discussion and action may be taken on any of the following)**
 - 6.1. Motion Approving New and Resigning LEPC Members- Dawn – None.
 - 6.2. Siren Control Stations Status/Upgrade- Tom – Safer Services looked at a glitch in the computer system and advised the system is outdated, unbeknownst to us. They want to upgrade our operating system, which is a Quadranted off system. We tried to set off multiple quads at the same time and received an error message. This is how this was discovered. We met to discuss costs to upgrade the control stations which are located at Linn County EMA, Linn County Sheriff's Office, and two in Benton County - at EMA and the Sheriff's Office. Also, the maintenance control station needs upgraded. We do need at least two upgraded. The estimate received is \$24,185 and includes 24/7 support. We would have a failure of one or more control stations if we don't upgrade. Alburnett asked if the backup could also fail and Ulrich stated Safer Services doesn't know. DAEC didn't keep the stations upgraded. It renews annually. We do have fund balance to cover the upgrade. **Motion by Fairfax second by Robins to approve the upgrade. Motion carried.**
 - 6.3. EMA Backup Generator Radiator Status/Replacement- Tom – We had a failure of the EMA backup generator, which is a 2007 diesel and supports the EMA offices, Communications Center and Emergency Operations Center. The water pump has been repaired, recently. Mechanics feel the radiator should be replaced. It has been seeping the last five years. The quote received is \$7,457.84 and there are regular inspections on it. **Motion by Central City second by Coggon to approve replacing the radiator. Motion carried.**
 - 6.4. EMA Vehicles Tough Book Computer Status/Replacement- BJ – Three agency vehicles have Tough Book Computers. The screen is bad on Ulrich's and not worth repairing. The Linn County Sheriff's Office vendor was contacted for a quote for three, including docking stations. Cost would be \$13,029 for the laptop computers and docking stations. The operating systems are different between Windows 10 and 11. The Tough Books run MACH, which tracks location. We would keep the assigned computers with the appropriate staff member, even if they are in a different vehicle. The two remaining computers would be reassigned to HazMat. Fund balance is available for purchase of the new computers. The current computers were purchased approximately four years ago. There is also one in the command center, so we have four total. They would have a three-year protection plan.

Baycom is the vendor and the Sheriff's Office has a dedicated IT person that we can utilize for these, as well. We were quoted on a new version, which is now out. It could be five to six weeks out, once we place the order. **Motion by Fairfax second by Palo to approve three Tough Book computers and docking stations. Motion carried.** Central City noted to check with IT to see if we need SSD. We will have to change out the docking stations, which are part of the quote.

- 6.5. EMPG Grant Update/Equipment Purchase- BJ/Dawn – This is a State grant. Every year we put in for and receive \$39,000. We have three projects the grant is supporting. One project is an enclosed 20' trailer for the CERT team. The second project is to upgrade the video server for our security cameras and the third project is to upgrade our network switches, which IT had made a recommendation for that, due to reaching end of life on the switches. We could ask if Kirkwood Community College wants them when we vacate. **Motion by Central City second by Bertram to approve the three projects for the 20' CERT Team trailer, video server upgrade for the security cameras and the upgrade for the network switches. EMA match for the grant has been budgeted for. Motion carried.**
- 6.6. HSGP Grant Update/ Equipment Purchase- BJ/Dawn – This grant allows to apply for items that would be related to and supportive against acts of terrorism and is the first year we have applied. We have been awarded \$21,810 and approved for the purchase of six multi hazard suits for the hazmat team. This is a competitive grant. We put in for over \$100,000 in equipment and the State approved \$21,810. **Motion by Coggon second by Fairfax to approve the purchase of the multi hazard threat suits in the amount of \$21,810 with any match as required. Motion carried.**

7. Reports –

- 7.1. New Facility Update- BJ/Tom – The new warehouse on Hwy 13 is not anticipated to be complete by the end of our current warehouse lease on Hawkeye Dr in Hiawatha. We have spoken with the property manager and can stay through the end of the year. We will have to pay a higher monthly lease amount of \$7,796.67 since we will be out of lease. The current monthly lease amount is \$5,700. We will have weekly meetings with Luke Fishcer with Linn County Facilities. There are four structures on the property. Building #4 is going to be demolished and the door will be salvaged for building #3. Building #2 will be the second building to be worked on so Linn County is moving ahead on the building projects. Getting electricity installed is being worked on, now. We will have to shrink wrap everything in our current warehouse. The shelving needs to be moved from Hawkeye Dr to the new Hwy 13 location. The Siren shop is located in the Hawkeye Dr warehouse and will be moved to building #3 and then moved, again, to building #1, once it has been completed. The HazMat response vehicles and all trailers will go into building #2, once it is complete. Building #1 will be a shared space and house items for the Linn County Sheriff's Office, as well as the EMA Siren maintenance shop. Ulrich stated he is utilizing a drafting program, for all buildings, for set up.
- 7.2. Siren Update – Tom – We are working on installations of two sirens in Cedar Rapids – one near The Eastern Iowa Airport and one down by the flood wall. We may put one on the island – Sheriff Gardner is alright with it. The City of Walker would like to come onto the system, however, their sirens are not compatible with the system. One of our sirens equals two of their current sirens. All Mt. Vernon sirens are now online. We had a phone meeting with Lisbon and are checking into costs. Coggon, Lisbon and Walker need to be brought onto our siren system. All other communities are on.

8. **Upcoming Events** – Next EMC meeting is January 16th, 2024. Both the January and February EMC meetings will need a quorum of elected officials.

9. **Public Comments (Non-agenda related)** – Tom Ulrich reported on the airport exercise, noting this is a triennial exercise. We had 112 victims with injuries and 100 emergency responders participate. Ulrich stated

the CERT team participated and we had tons of community support and outstanding victims. Dan Hoffmann noted the National Weather Service storm spotter training will tentatively be March 23rd, 2024 which is on a Saturday, at the same location as previous years. Adam Griggs noted Don Gray will be Central City Mayor next year (2024).

10. **Adjournment – Meeting declared adjourned by Commission 1st Vice Chair Bethany Sarazin at 6:58 p.m.**