

Cass County Emergency Management Commission

Minutes

July 27, 2009 7:30pm

Members Present: Bob Matthies, Chuck Kinen, Dave Brahms, JC Wyman, Kurt Reason, Ray Zellmer, Steve Green, Darby McLaren

Others Present: Mike Kennon, Rob Koppert, Randy Baxter

Green: Call to order @ 7:43p.m

Zellmer: motion to approve the agenda

Kinen: Second

Green: Is there a motion to approve the minutes?

McLaren : I make a motion to approve minutes.

Zellmer: Second.

Unanimous.

Green: Motion to approve April, May and June expenses

Kinen: Motion to approve expenses

Zellmer: second

Kennon: Our revolving budget is \$15,000 and we have \$30,000 left over.

Kennon: three things he needs to be done for EMPG . 1. Mike doing his job-achievement, meeting, local, regional and do press releases. 2. Emergency Support Function-hazardous materials. Basic plan and need fourteen other plans. 3. COOP plan, discussed further during new business.

Kennon: Hazard Mitigation plans- been working with SWIPCO and Mike and they have been working on getting Marne, Wiota, Cumberland and Massena for every 5 years on flood litigations. We have all towns and county now.

Kennon: for exercise requirements, need to have two table tops, functional or full-scale working by end of September. EOC exercise 1st place would be in the basement meeting room and 2nd place would be police department.

Kinen: advised Kennon to pick a date and time and set up for the EOC exercise and let everyone know.

Kennon: can go back and use the bus accident as one of our exercises. Rob and I can go back and do the paperwork for it and use that as one of our requirements exercises.

Kennon: Storm spotters need to be sure to have insurance on their personal vehicles. Need to get a check list of what needs to be before being a spotter. Need to be sure they all have valid driver's license.

Baxter: made a motion to move forward on getting requirements for the spotters.

McLaren: second

Unanimous

Kennon: had members review the ESF-10 Hazardous materials plan.

Kinen: motion to accept the plan and have all members sign

Wyman: second

Unanimous

Kennon: Cass County Comprehensive Emergency Management Plan discussion

Green: the state requires signature by Green for the basic plan, he signed it

Kennon: will get basic plan done for EMPG grant

Kennon: explained the COOP planning. It is Continuity of Operations Plan. It is if something happened to the court house, how the county offices (in the court house) would keep going and where for example and to be sure everything will continue even without the main person.

Kennon: discussed the Emergency Management Communications trailer. Koppert and Kennon took trailer to Montgomery County for RAGBRAI and worked really well, but need logo on trailer to identify it. Checked into prices with J&J Graphics and Atlantic Sign and Atlantic Sign is less than ½ the price of J&J.

McLaren: motion to have Mike the decision and keep it under \$500

Wyman: second

Unanimous

Koppert: handed out logo samples

Wyman: motion to have Atlantic Signs do it

Kinen: Second

Unanimous

Kennon: trailer leaks, contacted Car Guys for estimate and Custom Body and Sound gave estimate of \$400.

Wyman: will check other businesses around to get ideas and estimate and get back to Kennon

Kennon: use of Emergency Management vehicle, drove to train accident as example and had no lights or radio to respond

Kinen: it causes problems when the supervisors have to deal with other county employees having a vehicle.

McLaren: asked Kennon if it would work in his budget:

Kennon: advised yes

Reason: motion to let Mike drive Tahoe and take care of maintenance out of his budget

Wyman: second

Kinen: objected

All others voted yes

Baxter: sirens in Marne will be installed in 10 days then get hooked up to communication center

Green: asked Kennon if there were any grants for sirens, No

Wyman: motion to adjourn at 8:49p.m.

McLaren: second

Respectfully Submitted,

Recording Secretary