

Present: Mark O'Brien, CC BOS; Mark Opbroek, Marne; Tom Harris, Anita; Darby McLaren, CCSO; Chris Jimerson, Atlantic; Ryan Archibald, Lewis and Mike Kennon, CC EMA.

Absent: Julie Adams, Griswold; Jackson Bissell, Massena; Virginia Coughlin, Cumberland; and Ford Lillard, Wiota

Guests: Josh Krause, Marne Fire Chief

Vice Chair Chris Jimerson: Meeting called to order at 7:00 PM.

Mark O'Brien: Motion to approve the agenda.

Darby McLaren: Second.

Carried unanimously.

**Public Hearing**

Chris Jimerson called the Public Hearing to order @ 7:01 PM.

Mike Kennon stated that the EMA fund is a carryover fund, so he concentrates sustaining and building the fund balance year-after-year. The purchase of an EMA vehicle a little over a year ago has distorted budget history over the last year.

No further discussion.

Tom Harris: Motion to close Public Meeting.

Darby McLaren: Second.

Carried Unanimously.

Ryan Archibald: Motion to approve the Cass County Emergency Management Budget FYE 2020 as published in the 1-9-2019 edition of the Atlantic News-Telegraph.

Mark O'Brien: Second.

Carried Unanimously.

**Election of Officers**

Mark O'Brien: Motion to nominate Chris Jimerson as EMA Board Chair.

Tom Harris: Second.

No further nominations or discussion.

Carried Unanimously.

Chris Jimerson: Motion to nominate Mark O'Brien as EMA Board Vice Chair.

Ryan Archibald: Second.

No further nominations or discussion.

Carried Unanimously.

Ryan Archibald: Motion to nominate Mike Kennon as Recording Secretary.

Mark O'Brien: Second.

No further nominations or discussion.

Carried Unanimously.

Respectfully Submitted,



Tom Harris: Motion to approve minutes of 10-23-2018 EMA Board meeting.  
Darby McLaren: Second.  
Carried unanimously.

Tom Harris: Motion to approve October, November, December expenses.  
Mark O'Brien: Second.  
Carried unanimously.

### **Old Business**

### **New Business**

Mike Kennon introduced a Procurement Policy for the Cass County Emergency Management Agency. The new policy is basically a template from the State. The State wants to make sure that proper procurement policies are in place for use of EMA Performance Grant Funds. Kennon pointed out that the EMPG grant is structured so that only EMA Coordinator Salary and HazMat Agreement are covered by grant funds. This should help eliminate any misunderstandings between the State and Cass County EMA over procurements.

Tom Harris: Motion to approve new Cass County Emergency Management Agency Procurement Policy as presented.  
Mark O'Brien: Second.  
Carried Unanimously.

Kennon reported that the County Multi-Jurisdictional Hazard Mitigation Plan is due to be updated by May 2021. It can take most of a year to produce, adopt and certify an updated plan, so it's not too early to be thinking about it. SWIPCO produced the last two plans that Kennon was aware of. The State is looking for alternatives to outside planners producing these plans. Kennon has talked to State planners and they said that they could supply support through templates and other resources which would allow local entities to create their own plans. Surrounding Counties have done their own (Pott Co), joined together (Shelby-Harrison Co), paid for their own (Mont. Co-\$18K) and others went through the regular grant process.

### **Coordinator's Report**





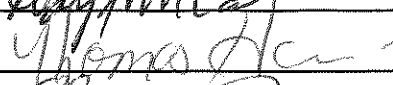


Kennon stated that Cass Co had just received 2018 EMPG funds and had completed the application for 2019 Performance Grant funds. He gave a brief update to the Statewide Radio System and he finished up talking about EMS issues in Cass County. Kennon said that Wiota had recently lost its 1<sup>st</sup> Responder accreditation. Other neighboring EMS entities would be able to answer medical calls in that area. Finally, there was more discussion about County-wide EMS.

No public comments or concerns.

Tom Harris: Motion to adjourn.  
Ryan Archibald: Second.

Respectfully Submitted



	NAME (print)	SIGNATURE
	Steve Swanson	
	Mark O'Brien	
	Ryan Archibald	
	DARBY McLaren	
	Thomas Harris	
	Chris Timerson	
	Mark Oppen	
	Josh Krause	