

Muscatine County Emergency Management Commission

Minutes

Monday, January 20, 2025 5:30 p.m.

Muscatine County Administration Building

Members Present: Mayor Angie Dickey – Atalissa, Councilmember Susie Garrett – Fruitland, Mayor Mark Smith – West Liberty, Quinn Riess – Sheriff, Councilmember Russ Grim – Nichols, Mayor Brad Bark – Muscatine, Supervisor Jeff Sorensen – Muscatine County Board of Supervisors

Others Present: Chris Jasper

The meeting was called to order at 5:31pm by Chair Garrett.

Jasper performed a roll call and determined a quorum was present.

A motion to approve the agenda as presented was made by Sorensen with a second by Bark. All in favor.

Nominations for the 2025 Chair were opened. Sorensen nominated Garrett to keep the chair position. A second was made by Bark. Garrett accepted the nomination. All in favor.

Nominations for the 2025 Vice Chair were opened. Bark nominated Riess to keep the Vice Chair position. A second was made by Dickey. Riess accepted the nomination. All in favor.

A motion was made by Dickey with a second by Sorensen to appoint Chris Jasper as the Commission Secretary for 2025. All in favor.

A motion was made by Smith with a second by Sorensen to approve the minutes of the September 16, 2024 meeting. All in favor.

A motion was made by Sorensen with a second by Bark to reaffirm claims previously approved via email from September 30, 2024 through January 20, 2025. All in favor.

Jasper stated that he would like to purchase a NextGen+ 911 training simulator. This would be used by dispatch centers across Eastern Iowa. Jasper said he would apply for it to be reimbursed through the State 911 Council and if approved, the \$10,000 would be reimbursed by the state. A motion was made by Smith a second by Bark to approve the purchase if reimbursement from the state is approved. All in favor.

Jasper presented a proposed budget amendment for the FY 24/25 year. The increase will be \$32,500 which is mostly due to Muscom and increases in Tower Leases due to the new Radio system. A motion was made by Riess with a second by Sorensen to publish the budget amendment as presented. All in favor.

A motion was made by Smith with a second by Sorensen to set the public hearing for the FY 24/25 EMA budget amendment for Tuesday, February 11th at 5:30pm. All in favor.

Jasper presented the FY 25/26 equipment requests. The group decided to accept the recommendation of the Muscom User Group and the MCJCC and approve the following requests:

WLFD – 3 Unication pagers and 10 Unication Pager Batteries

WFD – 17 Unication Pagers

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MFD – 8 headsets

The total for the equipment requests is \$22,348. A motion was made by Smith with a second by Riess. All in favor.

Jasper presented the FY 25/26 E911 Budget. There were no questions. A motion was made by Smith with a second by Sorensen to public the budget as presented.

A motion was made by Bark with a second by Sorensen to set the public hearing for the FY 25/26 E911 budget for Tuesday, February 11, 2025 at 5:30 pm. All in favor.

The group reviewed the FY 25/26 EMA Budget. Jasper stated he did leave \$66,000 in the budget for 2 new outdoor sirens. Jasper stated the grant was going to take some time as there were so many requirements so he felt it would be better to just pay for the siren additions if the group wanted them. If they wanted to take that out, they could. The group discussed the budget and decided to leave it as presented. A motion was made by Smith with a second by Bark to publish the budget as presented. All in favor.

A motion was made by Riess with a second by Sorensen to set the public hearing for the FY 25/26 EMA budget for Tuesday, February 11, 2025 at 5:30pm. All in favor.

A motion was made by Smith with a second by Riess to apply for EMPG funds for 25/26 in the amount of \$37,865. Jasper stated this was the normal yearly grant that pays for half of the EMA salary and benefits. All in favor.

Jasper presented plans for a new command vehicle. The vehicle is a sprinter van that would be set up with 3 dispatch workstations in the back. Jasper said this would serve as a vehicle to respond to incidents, as well as, a back up for MUSCOM should anything ever happen to their current location. Jasper stated that this year the Homeland Security Grant Program named mobile command units as one of the covered equipment so he was planning to apply for the funds to pay for this unit if the group agreed. A motion was made by Smith with a second by Sorensen to apply for HSGP funds in the amount of \$238,949 to cover the cost of the unit. All in favor.

Jasper informed the group he has completed all his training requirement for this year. Jasper also informed the group that the Hazardous Mitigation Plan was expiring in October and we were waiting for an award letter from FEMA for a grant to rewrite. He was bringing this up because each member to take back to their municipalities and brain storm about anything that might need added. Jasper also stated the process was going to move quickly so if he reached out to the municipalities to be put on their city council agenda to adopt the plan, he would need to be put on quickly.

There were no issues or concerns from any commission members.

The meeting adjourned at 6:04 pm.

Chris Jasper, Secretary
Director – EMA/911