

# Floyd County Emergency Management Commission Meeting

## October 14, 2020 @ 5:00 P.M.

### UNAPPROVED MINUTES

The Floyd County Emergency Management Commission met in the Assembly Room in the Floyd County Courthouse with the following attendance: Jeff Crooks, Dean Andrews, Randall Hassman, Trevis O'Connell, Jerry Engelhardt, Jeff Buland, and Linda Tjaden.

Tjaden called the meeting to order at 5:00 p.m. and roll call was taken; 7 of the 9 commission members were present.

Approval of the agenda: Tjaden made a change to the Agenda that had been published to add in "Action if needed" to item #5 that referred to Coordinator Status. Motion made to approve amended Agenda by Engelhardt, seconded by O'Connell. All ayes. Motion passed 7-0

Approval of the minutes from September 23, 2020. Motion made by Hassman to approve the minutes. Seconded by Andrews. All ayes, motion passed 7-0

No public comment

Discussion on status of EMA Coordinator was provided by Tjaden. Updates included Lezlie's orders to go onto Active Duty along with date of Oct. 5<sup>th</sup> when they started. The orders have been received but no end date is shown on the paperwork. Notice that received from the National Guard is that the orders could be through 2023. Once notified, a meeting was held with Lezlie to identify any outstanding work and develop a communication plan for the public. Before her leaving her office, the phones and email were forwarded temporarily to Tjaden along with keys to the EMA truck and cell phone. Lezlie had used up all Military Pay and vacation before starting on Active Duty. Prior to her leaving notice was received that a CERT mtg scheduled by Lezlie was not supported which left volunteers for CERT upset. Since then Tjaden has met with the head of CERT to get them involved in upcoming activities. A meeting will be held soon with them to give them any information we can provide with the future of COVID-19 vaccines. EMPG is still needing work to complete. There are 2 separate EMPG grants currently that need updates. Tjaden is working with Homeland Security to make sure they are completed. Future EMPG will include costs for furnishing the new EOC (tables and chairs) along with possible laptop upgrades on software that are used as a Call Center when needed.

Next discussion was about direction from the Commission with fulfilling the work by an EMA Coordinator in the future. Tjaden handed out a copy of the Emergency Management Coordinator and Safety Coordinator job description for Safety Coordinator. Much discussion around the table by Commission members such as: what happens to the Planning & Zoning part of her job, should we proceed now to fill the position, could there be surrounding counties that could help part time with supporting Floyd County, could we look at support from the League of Cities website for possible resource information. Jeff Buland shared concern that if Lezlie

would return within 3 years, her skill set could change and may want to go a totally different direction. Others shared their concern on whether she would even want to same position if coming back. All agreed that she did not want the Planning and Zoning responsibility but at the current time, this was the position she applied for and was given. We now can start thinking about the EMA role and how we fulfill this in the future. Thoughts are keeping the EMA and Safety coupled together but moving Planning and Zoning (P&Z) to someone else as their responsibility. This is noted that the Board of Supervisor's need to weigh in on this as P&Z falls under the Board of Supervisors as well as Safety. Commission members agreed that they would like to see the EMA become more of a full-time position. They were handed out a Salary Survey completed by ISAC that shows comparison to other counties in Iowa along with EMA being either a Part Time or Full Time and supporting other job responsibilities. Other considerations discussed by the Commission was; whether to wait filling the position and take that chance it wouldn't be too long, reaching out to other counties and see if there is anyone that could pick up some of the support in a temporary timeframe, reaching out to the League of Cities for support, and making sure the Mayors are reaching out to their local First Responders to make sure they are aware of Lezlie's leaving and status of current support.

Final direction was given by the Commission to move forward with filling the position and having it include EMA and Safety. Tjaden will look at any updates needed for the Job Description of EMA and Safety Coordinator and reconvene with the Commission once information is ready for review/approval. The Commission will also review at that time forming a committee to review and interview candidates. Tjaden to inform the Board of Supervisors of the direction by the EMA Commission.

Other Business - none

Commission Comments - none

Chair adjourned the meeting

Linda Tjaden

Floyd County EMA Commission Chair