



Marshall County Emergency Management Agency

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Kim Elder, Coordinator

The Marshall County Emergency Management Commission met December 8, 2022 (Thursday) at 6:43 p.m. (following the 911 Board and Communications Commission) at 2369 Jessup Avenue, EOC/Training Room – 3rd Floor, Marshalltown Iowa 50158 with 9 members present. Attending were: Joel Phillips, Marshall County Sheriff; Kim Elder, Marshall County EMA; Rhonda Braudis, Marshall County Communications; Evan Folk, Laurel Mayor; Phil Summers, Gilman Mayor; Caitlin Reiken, 911; Shane Andrews, 911; Marie Thoms, Marion Township; Cynthia Mansager, Melbourne Mayor; John Lauer, RACOM; Craig Pfantz, State Center Mayor; Brad Pfantz, State Center Representative; Bill Patten, MC Board of Supervisors; Dale Thompson, Ferguson Mayor; Glenda Thompson, Ferguson Council Member; Tiffany Eibs, 911; Joel Greer, Marshalltown Mayor (Zoom); Wendy Eldridge, Rhodes Council Member (Zoom).

MINUTES FOR LEMS MEETING:

Call to Order, by Chair Patten at 6:43 p.m. Attendance taken via sign in sheet. Two members present via Zoom.

Approval of the Agenda for the December 8, 2022 meeting

Motion by Thompson to approve agenda as presented, seconded by Summers. All in favor, motion passed.

Approval of minutes for November 10, 2022 meeting

Motion by Folk to approve the minutes of the November 10th meeting as written, seconded by Phillips. All in favor, motion passed.

Old Business

A reminder from Chair Patten to send in evaluations for the emergency manager by January 1, 2023. Extended another month to possibly encourage more to be filled out. These are to be sent to Chair Patten's office. New Chair and EM will review and sign off in January after January meeting (new chair appointed).

Unfinished Business

EM is waiting on information back from other counties our size (population) and if they have an administrative assistant, what their job description is, and what their hourly wage is.

New Business

Comms/SO/EMA trailer is ordered and will be a shared trailer with the main objective to be a backup communications center and training trailer for events for the 911 operational portion (tactical dispatch) and shared with sheriff's office and emergency management for on scene emergency operations and incident command. Trailer was acquired through ARPA funding. There may be some HazMat money put towards lettering and other upgrades as needed.

EOC furniture from the EM-ARPA funding to upgrade EOCs was paid for and will be installed December 28 and 29 to meet the end of year grant deadline. This does include a desk for the future use by EM administrative assistant to be placed in the back corner of the EOC.

Budget – EM presented the EM FY 24 proposed budget that will have some changes needed for insurance and MCCC when the numbers are received this week from the auditor's office. *MCCC Levy \$1,500,000 is only a placeholder until firm number from MCCC. The overview of the main changes are:

- *Proposed 5% increase in assessments for county and cities
- *Proposed 5% increase in salary plus 2% CODA increase
- *Estimates on increases for insurance will change after this week's county meeting with insurance
- *Line 44 –getting closer to the goal of \$200,000 reserve for emergency fund due to tight budgeting
- Proposed budget hearing January 12, 2023 with publication from December 23, 2023 to January 2, 2023 (goal date of December 28th)

Motion by Summers to accept the proposed budget with changes to the insurances and MCCC as provided by the auditor, to be published on December 28 in the Times Republican and the Mid Iowa Enterprise and the Budget Hearing to be held on January 12, 2023, seconded by Folk. Motion passes with all in favor.

Other Business

The commission members thanked Chair Patten for his service to the commission for all of the years he has served.

Siren grant is moving forward with the final grant paperwork signed and now EM will work with the county BOS and Auditor to finalize the RFP and other grant requirements to get a vendor chosen.

The signature sheet for the updated Fire 28E is available for those that have not yet signed to get signatures done tonight. EM hopes to get all the final signatures before the end of January 2023 and get it filed with the state.

Public Forum- is a time set aside for the public to make comments on topics of MCEM business other than those listed on this agenda. No action will be taken on any of these topics brought up in the public forum. – No comments.

Adjournment- There being no further business to come before the Commission, motion by Thompson and seconded by Folk for the meeting to adjourned at 7:10 p.m.

Next meeting January 12, 2023 - Public Hearing for EM Commission Budget FY24