

JASPER COUNTY
Emergency Management Commission

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Coordinator:
Jim Sparks

Minutes of December 3, 2019 Commission Meeting

The Jasper County Emergency Management Commission met on December 3, 2019 at the Armory Annex EOC. Those present were Gennypher Popenhagen (Baxter), Doug Cupples (Board of Supervisors), David Mast (Colfax), Pat Edwards (Lamb Grove), Mike Hansen (Newton), Jarrod Wellik (Newton), Chad Alleger (Prairie City), Dale James (Reasnor), Tami Weishaar (Reasnor), John Halferty (Jasper County Sheriff), Brent Vander Molen (Sully), Jim Sparks, EMA Coordinator, Josh Harding, EMA Program Coordinator, and Kathy Ellis, EMA Assistant.

The meeting was called to order at 6:30PM by Chairman John Halferty. Roll call was taken. Those representatives listed above were present and accounted for.

A motion to approve the agenda was made by Mike Hansen and was seconded by Chad Alleger. Motion carried.

A motion to approve the January 31, 2019 minutes was made by Brent Vander Molen and seconded by Doug Cupples. Motion carried.

Agenda Items:

- Budget Workshop FY20-21 – Sparks began by reviewing the estimates of the current fiscal year budget FY19-20 and then comparing to the proposed FY20-21 budget. The personnel portion is down by 2.4% from the budgeted amount. The increase in salaries for FY20-21 will basically be offset by a 17% reduction in insurance resulting in a net zero increase for personnel.

- Salary Increases Suggested:

- Jim-Base Salary Increase 2.5%
- Josh-Base Salary Increase 3%
- Kathy-Plan Increase 3%, Range 8 Step 7 @ \$22.89/hour.

Under the operations/grants section of the budget there is a new line item designated for Capital Expense Projects. This was made possible due to receiving approximately \$53,000 in funds from the non-budgeted Emergency Management Performance Grant (EMPG) and the Dakota Access Donation. In the proposed FY 20-21 budget, there will be a onetime cost for the updating of our mitigation plan under the Pre-Disaster Mitigation grant program which

requires EMAs to have a compliant plan in order to be eligible for federal reimbursements after disasters. Our portion of the grant \$5,865 will be a cash payment and not in-kind matching funds as in the past under the Hazard Mitigation Grant Program. Capital expense projects will continue into the next year's budget.

Revenue for this year has increased from the budgeted amount due to EMPG, Dakota Access, and increases in the hazmat/EMA levy collection rate from 90 to 93%. FY20-21 revenue generated by the levies are estimated to increase by \$17,000 based upon the auditor's estimated increase in valuation. Therefore, there is no foreseen necessity to increase the levy rate and/or the per capita rate for a few more years.

The overall fund balances for the truck reserve fund and the capital equipment reserve will be increased with funds from EMPG. This will continue to be the protocol to increase both funds if EMPG is received in the future. To build up the funds for the future replacement for the Tahoe and/or maintenance of the mobile command vehicle. The unreserved/undesignated fund balance is in line with the General Accepted Accounting Principles (GAAP) standards to maintain a minimum of two months' worth of expenses or 25% in a cash fund for operating expenses.

This workshop is not committing to the budget. It will be formalized at the public hearing in January. Consensus was received to move forward with the draft budget as presented.

A question regarding the Public Health Emergency Program (PHEP) and Hospital Preparedness Program (HPP) grants was raised. Josh Harding described the recent history of the Jasper County Coalition and the changes in the programs which have occurred.

Motion to set the date of the public hearing for the FY20-21 budget was made by Alleger and seconded by Hansen. Motion Carried

Next Meeting: Date: Tuesday, January 28, 2020
Time: 6:30PM
Location: EOC

Motion to adjourn was made by Vander Molen and seconded by Cupples. Motion carried.

Meeting adjourned at 7:04PM