

Emergency Management Agency Meeting Minutes

January 25, 2022

Present: Mark O'Brien, CC BOS; Jim Behrens, Atlantic; Mark Harris, Anita; Jackson Bissell, Massena; Virginia Coughlin, Cumberland; Ryan Archibald, Lewis and Mike Kennon, CC EMA.

Absent: Mitch Boysen, Wiota; Kirk Stapleton, Griswold; Randy Baxter, Marne and Darby McLaren, CCSO.

Guests: None.

Chair Mark O'Brien: Meeting called to order at 6:48 PM.

Jackson Bissell: Motion to approve the agenda.

Jim Behrens: Second.

Carried unanimously.

Public Hearing

Mark O'Brien called the Public Hearing to order @ 6:50 PM.

Mike Kennon stated that there was nothing unusual in the proposed budget. There are also no big projects planned for the coming year.

No further discussion.

Ryan Archibald: Motion to close Public Meeting.

Jim Behrens: Second.

Carried Unanimously.

Jim Behrens: Motion to approve the Cass County Emergency Management Budget FYE 2023 as published in the 1-14-2022 edition of the Atlantic News-Telegraph.

Virginia Coughlin: Second.

Carried Unanimously.

Election of Officers

Jackson Bissell: Motion to nominate Mark O'Brien as EMA Board Chair, Jim Behrens as Vice Chair and Mike Kennon as Recording Secretary

Ryan Archibald: Second.

No further nominations or discussion.

Carried Unanimously.

Jim Behrens: Motion to approve minutes of 7-27-2021 EMA Board meeting.

Virginia Coughlin: Second.

Carried unanimously.

Respectfully Submitted,



Jim Behrens: Motion to approve July, August, September and October, November, December expenses.

Ryan Archibald: Second.

Carried unanimously.

Old Business

New Business

Procurement and Contracting Procedure as well as Property and Inventory Procedure documents will be reviewed and updated at the next scheduled EMA meeting in April. Kennon did not get these documents emailed to Board members to see before this meeting.

Coordinator's Report

Mike Kennon reported that the local Motorola Enhancement Project is underway. Fire Departments are also receiving Mobile and Portable 700Mhz radios to use on the ISICS System.

Kennon has been working with Beacon Schneider to keep exceeding State GIS benchmarks and remain in good standing. Cass Co IT, Sean Berens, needs to work with the Beacon representative when they come on their regular visits to the County.

No public comments or concerns.

Jackson Bissell: Motion to adjourn at 7:12 PM.

Lee Sisco: Second.

Respectfully Submitted

A handwritten signature in black ink, appearing to be "Lee Sisco", written over a horizontal line.

Cass County Emergency Management Agency Meeting Sign-In Sheet

DATE: January 25, 2022

LOCATION: Cass County Courthouse Basement Meeting Room

| NAME | JURISDICTION |
|-------------------|-------------------------|
| Mark O'Brien | P.O.S. |
| Ryan Archibald | city of Lewis |
| Mark Harris | city of Anita |
| Virginia Coughlin | Cumbland |
| Jim Behrens | City of Atlantic |
| Helen [unclear] | " |
| [Signature] | City of Atlantic E.O.S. |
| [Signature] | City of Massena |
| MIKE KENNON | CASS Co EMA |
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