

**Emergency Management Agency Meeting Minutes**

**April 26, 2022**

Present: Steve Green, CC BOS; Randy Baxter, Marne; Darby McLaren, CCSO; Jim Behrens, Atlantic; Jackson Bissell, Massena; Virginia Coughlin, Cumberland; Ryan Archibald, Lewis and Mike Kennon, CC EMA.

Absent: Kirk Stapleton, Griswold; Mitch Boysen, Wiota and Mark Harris, Anita

Guests: None.

Chair Mark O'Brien: Meeting called to order at 6:45 PM.

Steve Green: Motion to approve the agenda.

Darby McLaren: Second.

Carried unanimously.

Randy Baxter: Motion to approve Minutes of 1-25-2022 Meeting.

Jim Behrens: Second.

Carried unanimously.

Darby McLaren: Motion to approve January, February, March expenses.

Ryan Archibald: Second.

Carried unanimously.

**Old Business**

**New Business**

Mike Kennon brought three sections of the County's Comprehensive Emergency Management Plan before the Board for approval. ESF6 - Mass Care; ESF8 – Public Health; and ESF11 – Ag and DNR. He will bring the annual Hazardous Materials Plan before the Board at the next scheduled meeting in July.

Kennon made minor updates to these sections such as changes to the header dates and changes to points-of-contact information. He added Public Health responsibilities to the Ag/DNR section because the State has added requirements for PH to monitor Ag facility workers in events such as an Avian Flu outbreak.

Ryan Archibald: Motion to Approve and Adopt updated CEMP sections of ESF6 – Mass Care, ESF8 – Public Health, ESF11 – Ag and DNR.

Steve Green: Second.

Carried Unanimously.

Respectfully Submitted,



**Coordinator's Report**

Kenyon reported that progress has been rather slow on the Motorola Enhancement Project. We have received and staged equipment and there have been a number of contractor visits. This Thursday, we will host a Design Review meeting with Motorola. Hopefully, we will have more answers to the timeline of when this project will be completed.

Kenyon also stated that County Fire Departments are waiting to get new Motorola radios installed in all their equipment. They are also waiting on portable handheld radios, which have been delayed due to supply chain issues.

The long-overdue Multi-Jurisdictional Hazard Mitigation Plan has been submitted to the FEMA region. The good news, according to Kenyon, is that the clock for the next due date for review (5 years) of this plan will not start until FEMA issues their approval.

Kenyon said that he is waiting on a call to take possession of an enclosed trailer purchased with ARPA funds. This trailer will have multiple uses. EMA has made many trips hauling PPE for entities throughout Cass County over the last couple of years. The transportation of voting equipment for elections is also planned for this trailer.

Finally, Kenyon reported that the State will be requiring that there will be additional local planning. They will incorporate Recovery Support Functions (RSF) into the Five-Year planning updates along with Emergency Support Functions (ESF). An Economic RSF will be added to 2023 Planning requirements.

No public comments or concerns.

Jackson Bissell: Motion to adjourn at 7:05 PM.

Randy Baxter: Second.

Respectfully Submitted

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