

## **Emergency Management Agency Meeting Minutes**

**July 25, 2023**

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

Absent: Kirk Stapleton, Griswold; Mitch Boysen, Wiota; Virginia Coughlin, Cumberland; Darby McLaren, CCSO and Mark Harris, Anita

Guests: None

Acting Chair Steve Green: Meeting called to order at 6:30PM.

Randy Baxter: Motion to approve the agenda.

Jim Behrens: Second.

Carried unanimously.

Ryan Archibald: Motion to approve Minutes of 4-25-2023 Meeting.

Jackson Bissell: Second.

Carried unanimously.

Jim Behrens: Motion to approve April, May, June expenses.

Jackson Bissell: Second.

Carried unanimously.

### **Old Business**

### **New Business**

Mike Kennon stated that he would like to approve and adopt the annual ESF10 Hazardous Materials Plan. He stated that he had dropped Winfield (United Suppliers) and Wickman Chemical from the plan. Winfield no longer operates at the warehouse facility in Cass County. Wickman Chemical no longer has Extremely Hazardous Substances (EHS), so they are not required to be listed. Kennon also said that stats for the Elite Octane facility were updated.

Updates for ESF-11 Agricultural and Natural Resources and ESF-12 Energy were minor. Basically, the header information was changed on these two ESFs.

ESF-14 Business/Infrastructure incorporated changes that were present in a State issued template. Support Agencies, Assumptions and Related Functions sections were added.

The Economic Response Support Function (RSF) is new. There was a local Table Top Exercise (TTX) held in April that was attended by some EMA Board members. This TTX was held to develop this economic recovery support function document, identify community roles, responsibilities and resources where and when needed after a disaster.

Respectfully Submitted,



Jackson Bissell: Motion to approve and adopt ESF10, ESF11, ESF12, ESF14 and Economic RSF as presented.

Jim Behrens: Second.

Carried unanimously.

**Coordinator's Report**

Kennon briefly reported on the local Motorola Enhancement project. Motorola "turned on" the Atlantic WT site yesterday. Coverage in the City of Atlantic improved noticeably. Technicians are still doing diagnostic tests and "matching" the Atlantic WT site with the Lewis site. Coverage testing will begin next Monday, July 31. Cass County must supply 4 vehicles, 4 drivers and 4 portable radios w mics for the testing. Kennon is working with the Sheriff's Office and the PD on getting ready for the coverage testing.

The EMA vehicle is a 2020 Chevy Silverado Crew Cab with 35,500 miles. Kennon asked if he should plan on trading the vehicle soon or if he should make maintenance plans for things like, for instance, tire replacement. Bissell said that Kennon should talk to Tom Cappel about whether it's even possible to acquire a State bid vehicle at this time. Cappel could also advise whether waiting until closer to 50,000 or 100,000 miles would be better options. Bissell suggested that information should be brought to the January meeting and a decision could be made at that time.

No public comments or concerns.

Jim Behrens: Motion to adjourn at 6:56 PM.

Jackson Bissell: Second.

Respectfully Submitted

A handwritten signature in blue ink, appearing to be "Jim Bissell", is written over a horizontal line.

7-25-2023  
Date