

Present: Mark O'Brien, CC BOS; Shawn Sarfield, Atlantic; Zach Schmitt, Marne; Virginia Coughlin, Cumberland; Kirt Underwood, Griswold; Simon Jensen, Anita and Mike Kennon, CC EMA.

Absent: Ryan Archibald, Lewis; Darby McLaren, CCSO; Mitch Boysen, Wiota and Jackson Bissell, Massena

Guests: Clif Anderson, CBFd; Bobbi Jo Steffensmeier, CC Dispatch; John Westering, CCSO; Devin Hogue, APD; Kyle Frederiksen, Marne FD and Steve Green, CC BOS

Chair Mark O'Brien: Meeting called to order at 6:52 PM.

Kirt Underwood: Motion to approve the agenda.

Zach Schmitt: Second.

Carried unanimously.

Public Hearing

Mark O'Brien called the Public Hearing to order @ 6:55 PM.

Mike Kennon stated that the EMA budget has been used to pass-through ARPA reimbursement projects and an ICAP grant reimbursement. These projects total more than \$100,00 and will require Kennon to amend the current EMA budget and likely this one FYE2025. These pass-through funds are reimbursed and come back on the revenue side of the budget. There is nothing else that is unusual and there are also no big projects planned for the coming year.

There was then discussion about adding the Public Safety Communications budget to the EMA budget as a line item. There was no real objection, but it was generally decided that we weren't ready to take that step at this time.

No further discussion.

Virginia Coughlin: Motion to close Public Meeting.

Simon Jensen: Second.

Carried Unanimously.

Steve Green: Motion to approve the Cass County Emergency Management Budget FYE 2025 as presented and published in the 1-18-2024 edition of the Atlantic News-Telegraph.

Kirt Underwood: Second.

Carried Unanimously.

Respectfully Submitted,



Election of Officers

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

Steve Green: Second.

No further nominations or discussion.

Carried Unanimously.

Jim Behrens: Motion to approve minutes of 10-24-2023 EMA Board meeting.

Steve Green: Second.

Carried unanimously.

Steve Green: Motion to approve October, November, December expenses.

Jim Behrens: Second.

Carried unanimously.

Old Business

EMA Vehicle tabled to a future meeting

New Business

None.

Coordinator's Report

Mike Kennon reported that this year's budget will need to be amended, likely at our regular meeting in April. He stated that he no longer had a landline office phone. He can be contacted on his cell phone. Kennon continues to administer the Rural First Aid Project. Funding and re-imburement pass-thru the EMA budget. Kennon is also required to verify timesheets, fill out quarterly reports, etc. with AmeriCorps for Erk Johnson's involvement with this project.

Kennon said that the State is requiring Coordinators to fulfill National Qualifications System (NQS) guidelines to receive performance grant funds. The first year's emphasis is EOC Skillsets. The State is also requiring more extensive planning from Counties. This may be what has led to about a dozen EMA Coordinator job openings across the State of Iowa. Fortunately, Kennon believes he can use this year's RAGBRAI event to demonstrate skillsets for compliance.

Cass County will participate in a State sponsored and facilitated HazMat Exercise sometime this year. Cass EMA is working with other response partners to assist local schools with safety planning, training and exercise activities including usage of SEARS radios.

No public comments or concerns.

Zach Schmitt: Motion to adjourn at 7:21 PM.

Kirt Underwood: Second.

Respectfully Submitted



