

Emergency Management Commission Meeting

October 1, 2014

DeWitt Satellite Office

Minutes

Present:

Board of Supervisors: Supervisor and EMA chairperson Brian Schmidt  
City of Calamus: Mayor Terry Steines  
City of Camanche: Mayor Ken Fahlbeck  
City of Clinton: Mayor Mark Vulich  
City of DeWitt: Mayor Don Thiltgen  
City of Goose Lake: Mayor Chris Schneider  
City of Lost Nation: Mayor James Schroeder  
City of Low Moor: Mayor Tom Goldensoph and councilperson Derek Hoenig  
City of Welton: Mayor Glen Boswell  
Sheriff's Office: Sheriff Rick Lincoln  
Clinton County Human Resources Manager: Lynn Tibbetts

Emergency Management:

Coordinator Chance Kness  
Operations Officer Dan Vosatka

Absent:

City of Andover  
City of Toronto  
City of Charlotte  
City of Delmar  
City of Grand Mound  
City of Wheatland

Press: Nick Joos- DeWitt Observer

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1. *Introductions* – The meeting was called to order at 5:35 p.m. by Chair Brian Schmidt.
  2. *General Public* - *This is the time that the public can address the Commission. Public comments will be limited to 3 minutes per individual.* – No public was present or made any comments
  3. *Discussion and Possible Action– on job description and permission to hire replacement for Plans Officer Jennifer Paukner.* Coordinator Chance Kness stated that per the job description in the packets included for each person Jennifer's position has been reclassified to be Administrative Assistant. The hiring salary range will be 30 to 35 thousand. Chance noted that it would not be fair to bring the admin position in at a higher pay grade than the Operations position with regard to the duties, responsibilities and qualifications for the Operations position. Sheriff Lincoln had asked if it was going to be salaried or hourly. Chance explained that this position would be hourly, Monday-Friday 8a-4:30p with overtime coming from planned events or potential EOC activation.  
There would not be an on-call requirement for the Admin position. It was deemed that this position would be mostly clerical in nature.  
Chance said that he would expect that the Admin person would assist in providing oversight of the CERT and Therapy dog program.

Since this position is non-union Lynn Tibbetts stated that the advertising of the position is at Chances discretion. Sheriff Lincoln suggested that this position be posted internally for one week to show good will and give people from other county offices the opportunity to apply. Chair Schmidt made a motion to accept the job description as written, and to provide Chance with the power to conduct the advertisement for the position at his discretion. A voice vote was taken since this was not dealing with budget issues. Motion passed. With one nay vote from the Mayor Boswell.

4. Approval of previous meeting minutes – February 19, 2014 – A motion to approve the previous meeting minutes was made by Sheriff Lincoln and seconded by Mayor Vulich. Motion carried. (There was no quorum at the beginning of the meeting.)
5. *Discussion and possible action of MABAS (Mutual Aid Box Alarm System) Contract Addendum-* Dan provided an outline of the addendum. It applies to reimbursement if Clinton County maintained EMA equipment is utilized for an extended (8 hour) operational period of emergency mitigation. A motion was made to approve the Chairperson signing the addendum by Mayor Thiltgen, and seconded by Mayor Boswell. Motion passed.
6. *Discussion and possible action-approval for Commission chair to sign a Statewide Mass Notification System Application-* Chance states that the State has passed funding and established a contract with a vendor and has allowed counties to ramp onto this system for free. This will allow us to make emergency notifications and calls to the public in the event of imminent danger. With this being State funded now, Chance cautioned that in the event the State discontinues the funding that we will be responsible for payment to continue the service. A few examples were talked about to exemplify that if this system were in place that this tool would be an asset to Clinton County. The purpose of this application is to show that Clinton County is interested in utilizing this service. Mayor Vulich made a motion, Mayor Thiltgen seconded, motion passed.
7. *Other business-* Chance wanted to set the date for the EMA grant subcommittee meeting. Chance proposed Thursday Nov 6 at 5:30pm at the Satellite Office. Chance will send a reminder and the group includes: Welton, Charlotte, Camanche, Grand Mound, DeWitt and the EMA Chair.

Mayor Thiltgen brought up the idea for discussion at the next meeting of creating an executive group to work more closely with the Coordinator between Commission meetings as needed. This may require an amendment to the Bylaws.

With no other business Sheriff Lincoln made a motion to adjourn and it was seconded by Mayor Thiligen at 6:22pm

  
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Chance Kness, Coordinator

11/19/14  
Date

  
\_\_\_\_\_  
Emergency Management Chairperson

11-19-14  
Date