

**DES MOINES COUNTY
EMERGENCY MANAGEMENT COMMISSION**
Thursday, July 28, 2016, Meeting Number #16-04

Present:

X	Mayor Hans Trousil, Chair	West Burlington
X	Sheriff Mike Johnstone, Vice Chair	Sheriff
X	Chief Deputy, Jeff White	Sheriff (alternate rep)
Arrived 6:20 PM	Mayor Shane McCampbell	Burlington
	Mayor LeRoy Lippert	Danville
X	Councilperson Jim Spence	Mediapolis
X	Firefighter Ray Wilson	Mediapolis (alternate rep)
	Mayor Doug Coyle	Middletown
X	Member Tom Broeker	Board of Supervisors

I. Opening Protocol

- A. *Call to Order.* The meeting was called to order at 6:00 PM by Chair Mayor Trousil.
- B. *Approval of Agenda.* Supervisor Broker moved to approve the agenda. The motion was seconded by Sheriff Johnstone and carried unanimously.
- C. *Consideration of Minutes from April 27, 2016, Meeting #16-03.* Supervisor Broker moved to approve the minutes. The motion was seconded by Sheriff Johnstone and carried unanimously.

II. Old Business. None.

III. New Business

- A. *Des Moines County Alerts Plan.* Coordinator Hardin noted that she received quite a few phone calls regarding the flash flood alert that was sent out to all landlines in the system on 7/20/2016. After discussion it was decided to leave the tornado warning and civil emergencies only in the system to automatically call all land lines. For all other alerts individuals will choose their preference based upon their registration on the website.
- B. *IEMC Lessons Learned/Improvement Action Plan.* Discussion followed on several items identified for improvement during Integrated Emergency Management Course (IEMC) in Maryland.
 - Chain of command (policy makers)
 - Consist language in plans between entities/cities
 - Emergency plans/pre-plans/incident accident plans (IAP) for community events
 - Emergency Operations Plan (EOP) updates. Gina will contact participants for their feedback.
 - Labor union agreements suspension / EOC workers in exercises and activations.

- Public Information Officer/ PIO system including traditional media and social media. Suggestions include developing a cadre of trained individuals. Consider doing an exercise to improve PIO skills and consider using current IT staff (or someone from a school) for social media.
- Coordinator Hardin proposed to hire a part-time person (10-20 hours a week) to assist with administrative duties and help with leadership of the volunteer teams. This will allow Assistant Coordinator Tom Colthurst time to assist with more emergency planning for projects identified at the IEMC.

IV. Adjournment Procedures

A. *Items for next meeting agenda*

- IEMC Follow-Up

B. *Next meeting date* – Thursday, September 22, 2016, 6:00 PM

C. *Adjourn.* Sheriff Johnstone moved to adjourn the meeting. The motion was seconded by Councilman Spence and carried unanimously. Meeting adjourned at 7:21 PM.

Respectfully submitted,
Gina M. Hardin, Coordinator