



Office (641) 939-8132

1116 14 Ave. Eldora, IA 50627

**The Hardin County Emergency Management Commission will be met
Tuesday August 20, 2019 following E911 Board meeting at 1830**

Hardin County Emergency Management Building
1031 Edgington Avenue
Eldora, Iowa
MINUTES

JOINT MEETING WITH Hardin County Board of Supervisors

Call to Order: Dave McDaniel Chair opened meeting at 1830. Renee McClellan opened Supervisors meeting at 1830.

Pledge of Allegiance: *I pledge allegiance to the flag of the United States of America and to the Republic for which it stands, On Nation under God, Indivisible, with liberty and Justice for all.*

Establish Quorum: Eldora-Dave Dunn, Buckeye-Kevin Vierkandt, Steamboat Rock-Scott Williams, Owasa-James Nehring, Dave McDaniel-Hardin County Sheriff, Wade Harken-Vice Chair-Iowa Falls, Gene Newgaard-Iowa Falls, Benjamin Krause-Radcliffe, Randy Smuck-Hubbard, Andrew Clemons-Union, Whitten Absent, Thomas Craighton-EM Coordinator

Guests: Corey Larson-Iowa Falls EMS, Scott Eisenstrager-Iowa Falls Fire, Brian Shimon-Ackley PD, Darrell Meyer-Hardin County Attorney, Renee McClellan-Supervisor, Lance Granzow-Supervisor, Joan Frazier-Ackley Ambulance, Ryan Sutcliffe-Eldora EMS.

Approval of the Agenda: Motion by Jeff Fiscus to approve Agenda as presented, seconded by Terry Beare. Supervisor did not attend but sent a letter expressing concern on verbiage in the agenda on items that needed action. Thomas will change the verbiage to read item for Action needed rather than approve. Motion passed unanimously.

Lance Granzow moved to approve Agenda for Board of Supervisors, Renee seconded. Passed unanimously.

Sheriff Dave McDaniel-Chair
Thomas A. Craighton BS, AAS, CRT, PM, FF-II, IaCEM, DPS-Training Specialist I
EMA Coordinator

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Approve minutes of June 19, 2019 meeting: Motion by Dave Dunn to approve minutes as presented, seconded by Andrew Clemons. Motion passed unanimously.

Financials: for July 2019-Reviewed with no questions.

1900 Conference Call with Heartland Insurance Lawyer-Carl Salmons-This was cancelled. Due to Salmons not being available for call.

Lance Granzow, Dave McDaniel, Thomas Craighton, Gene Newgaard, Marc Anderson from Brown-Hurst Insurance representing Iowa Community Assurance Pool, and Judy Funk-representing Heartland Insurance met at 1600 regarding moving Emergency Management Equipment and Coordinator Work Comp to ICAP. The discussion centered around the different risk EMA presents and Heartland felt ICAP might be a better fit. From that meeting it was felt that Hardin County would retain the building and general liability on the building and EMA would discuss moving all Equipment directly purchased to ICAP and work comp to IMWCA.

Old Business:

- a. EOC Upgrades -STATUS- Construction would begin next Monday on the storage room, the outside perimeter floor was to be done the next week also by Ackley Painting Company. The Electrical, IT and carpet would be scheduled by Jody Mesch after that.

New Business:

- b. Medical Examiner Investigator Questions-discussion-There was much discussion on whether Thomas as EM Coordinator could or should be available for Medical Examiner work under the County of Hardin. There were concerns on time, insurance, use of vehicle and taking work from the current MEI's already doing the work. Dave explained this was for a backup to the current staff as Thomas had been requested to cover a case the week previous when no one was available. Thomas has been trained with University of St. Louis to be a MEI and has almost 10 years' experience with Franklin County and the Iowa Medical Examiners office. Thomas would only be a last resort backup to the current staff. Supervisor McClellan discussed the

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number available now and that the Supervisors could appoint Thomas if approved by Commission to function in that roll. The Commission could then discuss further the compensation if any for the additional duty. Patt Daggs City of Ackley discussed the family issues involved in having to wait for someone from out of county to come in to complete the case. We need to think of the families affected and the LE as they wait for MEI to arrive and complete case.

Motion by Scott Williams-Steamboat Rock to allow Thomas Craighton to apply to Hardin County Supervisors to be appointed as a Medical Examiner Investigator as a last call and be allowed to use EMA Vehicle to do this. Seconded by Gene Newgaard-Iowa Falls. Motion passed unanimously.

- c. Coordinator Duties-approve There was discussion on letter that Supervisor Hoffman had sent in leu of attendance. Dave Dunn-Eldora asked the Supervisors-Granzow and McClellan about the Essential Services Referendum and where that stood. Discussion followed regarding the resolution put forth by the supervisors and that it had been done even prior to Thomas being hired, and Thomas was employee of EM Commission and not the Board of Supervisors. Ben Krause spoke as President of EMS Council, that the EMS Council already existed and could work on the Essential Services and System Standards through the EMS Council. Chair McDaniel stated that Thomas could assist but at this time he was to focus on getting Emergency Management up and in compliance and moving forward. Motion by Krause to approve EM Duties and callouts as presented, Andrew Clemons seconded. Motion passed unanimously.
- d. Vehicle Policy-approve-Vehicle use policy was presented. Motion by Terry Beare-New Providence to approve vehicle use policy with addition of MEI duties use to it. Dave Dunn seconded, and motion passed unanimously.
- e. Discipline Policy-approve-Dave discussed reason for a complaint policy rather than Discipline policy/procedure. Dave McDaniel had

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received a driving complaint on Thomas in the City of Eldora and at the time Thomas was in Omaha for FEMA Region 7 LEPC Conference not even in the area. Discussion was held that this needed to be with name of person issuing complaint, Date and time of complaint, and narrative signed by complaining party. Then Sheriff could investigate and follow-up through “Due Process”.

- f. Motion by Scott Williams to table until Dave completes policy and bring back to commission in September. Seconded by Benjamin Krause. Motion passed unanimously.

Coordinator Update:

- g. Basic Plan and ESF’s-Thomas will be working on these and has requested extension on deadline from Iowa Department of Homeland Security Emergency Management.
- h. Exercise and Training requests-Ashbrook, AgVantage FS, Iowa Falls State Bank and Continuity Planning for Iowa Falls Businesses-Thomas is currently working with these entities on requests.
- i. Darrell Meyer brought forward note out of Supervisor Hoffman’s letter regarding By-Laws review. Dave assigned review of by laws to all members and will discussed further at September and October meetings.

Next Meeting Date: September 17, 2019 EMA Building-Motion by Andrew Clemons to set next meeting at this date to follow E911 meeting at EMA Building, seconded by Randy Smuck. Motion passed.

Adjourn: Motion by Lance Granzow to adjourn at 2009 Supervisors meeting, seconded by Renee McClellan. Motion passed.

Motion by Scott Williams to adjourn Commission meeting at 2010, seconded by Andrew Clemons. Meeting adjourned.

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