

Cass County  
Emergency Management Advisory Council (EMAC)  
Meeting Minutes  
August 3<sup>rd</sup>, 2022

Meeting held at the offices of the Cass County Emergency Management Agency (EMA), 1227 N State Road 17, Logansport, IN 46947. Meeting called to order by Ed Schroder.

Members Present: Jeff Smith, Tracy Williamson, Gary Chambers, Rick Bair, Tim Minnick, Ed Schroder, Phil Rains, Wally Bennett, Dan McDonald, Brady Wiles

Members Absent: Nick Bowyer (Galveston Representative), Tom Heflin (Walton Representative)

Staff Present: Rocky Buffum, Liz Troxell, Felicity Perez-Nuscis  
A quorum was present.

#### **APPROVAL OF MINUTES**

Minutes of the previous meetings were reviewed. Motion dually made by D. McDonald seconded by G. Chambers. All in favor none opposed.

#### **OLD BUSINESS**

##### **DISTRICT 4**

The Director and Deputy Director attended the state civil unrest exercise in Angola Indiana.

##### **GRANT UPDATES**

Received the Anderson's \$2500.00 grant to be used to support training, Still waiting to hear from Nipsco regarding their grant. The State grant submission application windows are closing. Anticipate notice of State Homeland Security Program and HAZMAT Mitigation Grant applications later this fall. These grants will be used to replenish the training fund for 2023.

##### **COUNTY EMERGENCY MANAGEMENT ORDINANCE REVIEW**

Documents were distributed for review by the board. These suggested edits would put us more in line with the state statute, as well as achieving a quorum on a regular basis. The board as decided to review and carry this forward to the next meeting. Motion dually made by R. Bair and seconded by T. Minnick. All in favor none opposed.

##### **BACKUP 911 COMMUNICATIONS CENTER**

This month we completed our final task of putting the security tint on the window in the dispatch room. This complies with dispatch requirements. All EMA assigned task for this project has been completed at this point. IT will need to work dispatch to continue work on this project.

## EMERGENCY OPERATIONS CENTER PROJECT

We are still waiting for Information Technology (IT).

## COUNTY FIRE RADIO PROJECT

VHF was the first idea but looking into 800. RFP due on August 11<sup>th</sup>. After meeting with county and city Fire Chiefs everyone agrees that 800 is the way to go. Training for everyone will be needed.

## ANY OTHER OLD BUSINESS

None

## NEW BUSINESS

### TRAINING AND EXERCISE ACTIVITY REPORT

July report distributed and reviewed. August offerings include Fire Instructor II and a Railcar course. The railcar course is FEMA funded and staffed, no expense to county. This was scheduled before COVID and it has taken this long to get back on the rotation for it.

### BILLABLE RESPONSES AND OPPORTUNITY FOR APPEAL

Invoices issued to date were reviewed. Invoice 2022-0521-001 for \$939.75 has been paid. Invoices 2022-0601-001 for \$3,900.00 and 2022-0601-002 for \$710.00 (Combined \$4,610.00) are past due and have been referred to the count attorney.

### BUDGET PROCESS FOR 2023

No updates since last meeting. No updates anticipated until budget workshop on August 12.

### EMERGENCY OPERATIONS PLAN REVIEW

This is an 800-page document that was distributed to the board VIA email. The board members will continue to review this document and discuss it next meeting.

### ANY OTHER NEW BUSINESS

Siren ordinance updated. RFP in October the bring forward to the board in November. Testing is now on the first Saturday of the month. This will help ensure more of an active response from our volunteer departments. This will also help us to miss holidays on Monday's throughout the year.

### CLAIMS REVIEW/APPROVAL

Claims for May, June and July were approved on a motion dually made by G. Chambers and seconded by T. Williamson. All in favor none opposed.

BOARD QUESTIONS AND COMMENTS

None

PUBLIC QUESTIONS AND COMMENTS

None

NEXT MEETING

September 7<sup>th</sup>, 7pm, EMA Facility.

ADJOURNMENT

The meeting was adjourned on a motion duly made by R. Bair and seconded by G. Chambers, all in favor and none opposed.

Respectfully submitted,

Felicity Perez-Nuscis