

Cass County EMA Advisory Council  
Meeting Minutes  
April 3, 2013

Meeting was called to order by Herb Bowman

MEMBERS PRESENT: Rocky Buffum, Wally Bennett, Stacey Donato, Tom Heflin, Randy Pryor, Ryan Mix, Herb Bowman, Herb Detrick

STAFF PRESENT: Alvin Beckman

VISITORS: Sharon Gerlach (IDHS), Caitlin Huston (Pharos Tribune)

Approval of minutes was tabled.

### **OLD BUSINESS**

GRANTS: Alvin has filed the Grant Adjustment Notification. Remaining grant funds are being used to purchase additional tough book computers and an 18kw portable generator with light tower and single gas monitors.

This year's EMPG grant, which provides partial reimbursement for staff salaries will be over \$24,000 which is down from being over \$31,000 last year. Reasons include the state no longer reimbursing for fringe benefits and the transition from a full time to a part time administrative assistant.

DISTRICT 4: The District task force commander has changed day jobs and is now a volunteer with Tippecanoe County EMA. Work on mutual aid agreements is continuing. These are extremely important for being able to receive help and also to be reimbursed for help provided to other jurisdictions. Alvin submitted the resource lists that were due by the end of March.

NIMS: NIMSCAST work will start in May. Alvin will be contacting town boards to check compliance with training requirements after recent transitions.

Our next meeting will be a presentation by IDHS helping to define the roles and responsibilities of the advisory board in a disaster.

EVERBRIDGE MNS: Training will be offered next Tuesday, April 9 from 9am-noon.

CONTRACTS: We have three items that have been pending consideration, (1) a contract for grant writing, (2) A mutual aid agreement with Howard County and (3) a contract for siren maintenance. Dave Arnold advised if the value is less than \$10,000 our board could approve and send to the commissioners to sign off. Over \$10,000 needs to be approved by the commissioners first. All agreements should be checked by the county attorney.

We may need to put the siren maintenance contract out for bid. Reporting requirements for testing and maintenance have increased. At this time we have 26 storm sires, seven of which

have to be manually activated on site. It would cost \$6,000-\$7,000 each to be able to remotely activate all sirens. The Onward siren has still not been installed.

**NATIONAL TORNADO SUMMIT:** Alvin attended the national tornado summit in Oklahoma as well as a presentation in Valparaiso put on by the chief counsel of the non-damaged hospital in Joplin, MO. He indicated these were two of the best trainings he has been to and he is putting groups together to significantly step up preparedness and planning activities.

**OTHER OLD BUSINESS:**

Local schools did not participate in severe weather awareness week because it was scheduled during their spring break.

Funding for a new vehicle was pulled.

**NEW BUSINESS**

**CITIZEN CORPS COUNCIL:** The next meeting will be this Friday. Federal and state funding have been eliminated. Alvin would like to see the group become a 501(c)3 to open other funding opportunities. This group manages the CERT and Neighborhood Watch Programs.

**APPROVAL OF CLAIMS:** A motion was made to approve claims as submitted by Herb Detrick with a second by Randy Pryor. Motion carried.

**OTHER NEW BUSINESS:**

Sharon from IDHS indicated there are six things Alvin needs from our board for the EMPG Assessment: (1) The Advisory Board Form, (2) An annual review of the Hazard Mitigation Plan, (3) Approval of a Special Needs Annex (not yet completed) (4) A status review of our EOC facilities (5) Alert Notification Plan Review, (6) Formal approval of PIO's

Our next meeting is scheduled for May 1, 2013. The time will be moved to 6PM to accommodate the training to be provided by IDHS. This will be a joint meeting with the LEPC.

Respectfully submitted,

Rocky Buffum