

Jasper County Emergency Response Coalition Advisory Group Meeting Minutes

Date: July 23rd, 2014
Time: 0900
Location: EOC

Members present: Bob Wirtz, Dena Kirkwood, Jarrod Wellik, Jeff Hoebelheinrich, Jim Sparks, John Halferty, Kathy Ellis, and Rex Heisdorffer.

The meeting was called to order at 0903 AM by chairman, Jim Sparks.

Introductions were made for the new Public Health Interim, Dena Kirkwood.

A motion was made to approve the agenda and minutes of the January 22nd, 2014 meeting by Bob Wirtz and seconded by Jarrod Wellik. Passed

Old Business

- NIMS Training
 - New PIO (Primary) for the PHEP side will be determined after a fulltime director has been hired.
 - Duane Rozendaal will replace Wes Breckenridge as the secondary Operations Chief in the EOC Training Record.
 - FY15 Requirements were reviewed. The 800 course and G290 (for PIOs) need to be completed by June 30, 2015. Notification will be sent out when new G290 (2 day) courses are scheduled.
- Capabilities Timeline
 - A review of the FY13-14 capabilities and the County Needs Assessment was made. It was determined that the EMS Systems Standards and Mass Casualty Incidents needs will continue into FY15. Responder Safety & Security, Mass Fatality, and Special Needs (Mass Care) all align with the selected capabilities for FY15. This led into a discussion by Sparks to prioritize and schedule the FY15 Coalition Projects for completion in the upcoming year.
 - Coalition Projects FY14-15 Priority List:
 1. Capability 14 Responder Safety and Health (Rex/Jeff/Bob)
 2. Capability 7 Mass Care (Jim/Dena)
 3. Capability 4 Emergency Public Information and Warning (Jim/Jeff)
 4. Capability 5 Fatality Management (John/Jim)
 5. Capability 1 Healthcare System Preparedness & Community Preparedness Continuation (Jim)
 6. Communications-Policies/Procedures (John)
 - Discussion was held on an automatic door closing sensor system at Skiff plus a card reader system for ID purposes as possible projects.

New Business

- Strategic Plan-A motion was made by Wellik and seconded by Wirtz to approve the Strategic Plan. Passed
- Financial Update
 - FY14 It was reported that the Coalition spent all but \$760.49 of the grant funding. The remaining funds had been earmarked under the Salary/Benefits line item.
 - FY15 Sparks asked for some guidance in how to spend funds on the prioritized goals and to anticipate where chunks of money will be needed to tackle the priorities.
 - Approval of Communications Equipment-Truck #55
The equipment will enable mobile command to communicate with both Skiff and Public Health and has already received approval for grant funding by the state. The group decided to delegate the decision to the Communications Group meeting on Friday, July 25th. If the group recommends purchase of the \$6,908.88 communications equipment, an email vote will be conducted by the Advisory Group.

A motion was made to adjourn by Rex Heisdorffer and seconded by John Halferty. Passed

The meeting adjourned at 10:38 AM.

Next meeting is scheduled for Wednesday, September 17th at 9AM in the EOC.