

JASPER COUNTY  
Emergency Management Commission

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**Minutes of March 27, 2014 Commission Meeting**

The Jasper County Emergency Management Commission met on March 27, 2014 at the Jasper County EOC. Those present were Stephen Smith(Baxter), Matt Wormley (Baxter), Shawn Fuller (Baxter), Dennis Stevenson (Board of Supervisors), Denny Carpenter (Board of Supervisors), Scott VanWaardhuizen (Kellogg), Bill Perrenoud (Lambs Grove), Kevin Parsons (Lambs Grove), Gary Bartels (Mingo), Brian Briles (Monroe), Joe Brock (Board of Supervisors), Lennie Smith (Oakland Acres), Chad Alleger (Prairie City), Brent Vander Molen (Sully), Mike Vander Molen (Sully), and EM Coordinator, Jim Sparks.

The meeting was called to order at 6:35PM by EMA Coordinator Jim Sparks. Those representatives listed above were present and accounted for.

Jim Sparks, EMA Coordinator, gave a brief overview of the Emergency Operations Center [EOC] facility and the communications capability from within the EOC.

Sparks conducted a review of the role and responsibility of Mayors as Commission members, emphasizing that as a commission they are responsible for all emergency planning and preparation within Jasper County. In addition, all political subdivisions / jurisdictions within the county are required to cooperate and participate at the Commission's request.

Subsequent discussion centered on the Mayors' role during a major emergency or disaster. Specific areas of review and discussion included the mayors' role and responsibility in:

- Providing leadership to ensure their community is ready for an emergency situation to the extent practical and possible.
- Providing support to public safety agencies as needed during the emergency phase of the incident. The functions of the local Command Post and The EOC were highlighted with discussion on the specific duties of the mayor at each location.
- Providing leadership during the recovery phase of the incident and the importance of documentation of prioritization and decisions made.

Follow up time was provided for additional discussion and questions.

Meeting adjourned at 8:15PM.