

Jasper County Emergency Response Coalition Advisory Group Meeting Minutes

Date: October 5, 2016
Time 0900
Location: EOC

Members present: Becky Pryor, Jim Sparks, John Halferty, Josh Harding, Kathy Ellis, Rob Burdess, Ron Cook, and Wendy Hopkins.

The meeting was called to order at 0904 AM by Chairman, Jim Sparks.

A motion was made by Ron Cook and seconded by John Halferty to approve the agenda and the July 27th, 2016 minutes. Passed

Old Business

- Coalition Projects –The following update on the fiscal 16-17 capabilities was presented by Kathy Ellis.
 - Capability 10 – Measure 3: Surge Capacity Indicators by Wendy Hopkins
 - Capability 11 – Measure 4: November 29th Health Department Trailer Mini Exercise.
 - Capability 13 – **Completed**
 - Capability 15
 - Measure 1: Update ESF #7 by EMA
 - Measure 2: ISERV registration by Hopkins
 - Measure 3: November 29th Health Department Trailer Mini Exercise.

New Business

- Response Districts Background

Sparks explained the Coalition will be moving to a six county wide Coalition referred to as Sub Service Area 1B for FY 18 beginning on July 1st, 2017. The new Coalition will include Boone, Story, Marshall, Tama, Poweshiek, and Jasper. IDPH has sent out contact information for all the counties including the EMAs, EMS, hospitals, local public health agencies, environmental health, and trauma. He questioned the group if they wanted to take the initiative to start the conversation? It was determined Hopkins would use the contact list supplied by IDPH to email each of the County disciplines requesting a meeting with representation from each of the three funding sources (PHEP/HPP/EMS). This small group from the six counties would establish the ground rules as we come together to organize the new Coalition. Our Coalition representatives to this group would be Becky Pryor (PH), Josh Harding (EMS), and Wendy Hopkins (Hospital).

- Coalition Priorities - A discussion on priorities was held with the following determination.
 - EMA – Communications/EOC
 - EMS – Continue with the process of what Jasper County is doing without relying on grant funding.
 - Health Dept. – Completing the capabilities

- Hospital – Completing the capabilities
- Coalition Courses:
 - G191 EOC Development Course
 - G290 PIO Course
- Financial Update/Requests – Ellis reviewed the budget stating there is approximately \$26,000 remaining in PHEP funding after the Salamander System and the EOC communication bridge projects are completed. There will be approximately \$9,000 remaining after the laptop and oxygen flow meters are purchased totaling \$35,000 to be spent by May 1st, 2017. The following items were discussed for using the remaining funding.
 - Sheriff – first aid kits for all law enforcement agencies
 - Salamander System – Software tracking/printer (additional)
 - Skiff – Training/additional radios
 - Health Dept. - Trailer needs
 - Time spent/mileage for meetings to set up new Coalition

Discussion was held regarding Keltek's completion of projects from the previous fiscal year including truck #55, Skiff Medical Center (tower), and the health department (running wire). It was recommended to give Keltek a completion due date and if not met to request the equipment be delivered to the agencies and labor completed by another vendor.

- ISERV – Hopkins has received a copy of all the licensed medical professionals within Jasper County who are in the system. Discussion was held regarding how to encourage registration within ISERV and maintain an accurate database for future needs. Social media, press releases, or mailings have the potential to get the word out. Any expenses incurred with printing and mailing a flyer County wide would be covered under Capability 15/Measure 2. Hopkins will follow up with the state for more information.

Meeting Follow Ups

- Email multiple counties for new Coalition-Hopkins
- Keltek projects completion-Harding
- ISERV-Hopkins
- 1st Aid Kits-Harding

A motion to adjourn the meeting at 10:17 AM was made by Halferty and seconded by Hopkins. Passed

Next meeting to be determined.