

Cass County
Emergency Management Advisory Council (EMAC)
Meeting Minutes
December 15, 2022

CALL TO ORDER

The meeting was called to order by President Ed Schroder at 730pm, Cass County Emergency Operations Center, 1227 N State Road 17, Logansport, IN 46947. This meeting was rescheduled from December 7 due to availability of the majority of the EMAC.

MEMBERS PRESENT: Phil Rains, Jeff Smith, Dan McDonald, Tracy Williamson, Gary Chambers, Rick Bair, Tim Minnick, Ed Schroder, Brady Wiles
STAFF PRESENT: Rocky Buffum
PUBLIC PRESENT: Mike Dietrich

APPROVAL OF MINUTES OF PREVIOUS MEETING

Phil Rains made a motion to approve minutes of the previous meeting, which was seconded by Dan McDonald. Unanimously approved on a motion duly made and seconded.

DIRECTORS REPORTS

INDIANA DEPARTMENT OF HOMELAND SECURITY (IDHS)/DISTRICT UPDATES (IF APPLICABLE)

District 4 has an assigned liaison again. We have not met her yet. IDHS continues to struggle to fill positions.

Brad Thatcher visited last week. He toured the facility, discussed plans and support sites around the county, and IDHS concerns from the county perspective.

GRANTS AND BILLING

Rocky Buffum reviewed grants and billing revenues.

Year to date grants and corporate support \$59,952.13. \$11,158.72 is stuck in process at IDHS.

- The Federal Emergency Management Agency (FEMA) obligated \$5,538.72 in COVID Public Assistance Funding on August 2. IDHS has not yet forwarded the funds. We have been escalating the issue to higher and higher levels of management in attempt to gain resolution.
- The contract was fully executed for the Hazardous Materials Emergency Preparedness (HMEP) Grant in the amount of \$5,620.00. We are waiting for IDHS to open the reimbursement submission form in Intelligrants.

Year to date Invoices for HAZMAT Billing reported as \$15,627.47.

- This includes a \$4,752.72 judgement in our favor from a June invoice
- \$5,355.00 currently past due. Staff have been reaching out to spillers to see if there are any documentation issues that can be easily remedied before pursuing further.

Non-Reverting and Local Emergency Planning Committee fund balances were reviewed. \$24,876.84 as of December 1. We have some receivables in transit. We will also be spending down some of the grants received over the month in preparation for 2023 training programs.

OLD BUSINESS

BACKUP 911 COMMUNICATIONS CENTER PROJECT

Project paused while we wait on channel assignments and radios from County Fire Radio Project. This will change channels and equipment used, so it makes sense to wait and do the work one time.

COUNTY FIRE RADIO PROJECT

Radios, pagers, and chargers are at ERS. Mics are now expected December 28, which is moved up significantly from the original February ship date.

EMA Staff are meeting with ERS and IPSC next week to discuss device IDs and talk group assignments so we can continue to move the project forward.

EMERGENCY OPERATIONS PLAN REVIEW

The Emergency Operations Plan was approved by the County Commissioners.

REQUEST FOR PROPOSALS – WARNING SIREN PREVENTATIVE MAINTENANCE FOR 2023

Responses were received from the following vendors:

- ASC Notification Solutions, \$9,400.00
- Federal Field Services, \$16,800.00
- West Shore Services, Inc, \$19,600.00

Rocky Buffum recommended moving forward with ASC Notification Solutions. Jeff Smith made a motion which was seconded by Tracy Williamson. Unanimously approved on a motion duly made and seconded.

ANY OTHER OLD BUSINESS

N/A

NEW BUSINESS

WEATHER DECISION SUPPORT SERVICES

EMA did a vendor search to see if BAM Wx was the best value for weather decision support services. The next closes bidder was almost twice the price. EMA had extra funds in the 2022 budget so went ahead and purchased another year of BAM Wx service for EMA and the Highway Department.

2023 MEETING DATES

EMA Staff provided a projection of 2023 meeting dates keeping the first Wednesday of the month at 7pm as the meeting time. The group consensus was to keep the current schedule pattern.

ANY OTHER NEW BUISNESS

N/A

CLAIMS REVIEW/APPROVAL

Claims were presented in the amount of \$9,663.19. Rick Bair made a motion to approve which was seconded by Phil Rains. Unanimously approved on a motion duly made and seconded.

BOARD QUESTIONS AND COMMENTS

To follow up on an item from previous months, Rocky Buffum reported EMA does now have a county credit card available for use.

PUBLIC QUESTIONS AND COMMENTS

N/A


NEXT MEETING

The next meeting is scheduled for January 4, 2023 at 7pm

ADJOURNMENT

Rick Bair made a motion to adjourn which was seconded by Brady Wiles. Unanimously approved on a motion duly made and seconded.

Respectfully submitted,

A handwritten signature in black ink that reads "Rocky Buffum". The signature is written in a cursive, flowing style.

Rocky Buffum
Director