

Franklin County Emergency Management

Meeting Minutes

January 18th, 2018

I. Call to Order

Chairman Patti Bailie called the meeting to order at 3:32 p.m. at the FCEM Office.

Council Present

Bob Koch, Franklin County

Bob Metzger, City of Pasco

Patti Bailie, City of Mesa

Craig Maloney, City of Pasco

Chris Schulte, City of Connell

Council Absent

David Wooten, City of Kahlotus

Brad Peck, Franklin County

Staff Present

Sean Davis, Director

Guests

Matt Watkins, City of Pasco (Alternate)

II. Approval of Minutes

Bob Metzger moved to approve the board minutes from the October 19, 2017 meeting. Bob Koch seconded the motion. **Motion Carried**

III. Approval of Vouchers

Bob Koch moved to approve voucher 102127 thru 102164 for \$17,784.08, Bob Metzger seconded the motion. **Motion Carried**

IV. Budget Recaps

- a. The Radiological Emergency Preparedness program grant contract is 50% through its contractual period and is 41% expended. We have some ECC computer replacements and ECC lighting projects slated for the spring that will align the percent spent with duration of the contract.

The board was briefed on the Department of Energy grant. The program grant contract is 25% through its contractual period and is 21% expended. The 2017-18 grant award is the same amount as last year's grant - \$140,724.

The Board was briefed that the Emergency Management Performance Grant. FCEM received the expected amount of \$50,351.00 for this grant. The program grant contract is 47% through its contractual period and is 28% expended. We are anticipating on utilizing some of these grant funds to print some Emergency Resource Guide books and replenish printer toner cartridges which are both large expenses.

The Board was briefed on the Jurisdiction Budget. The 2018 Jurisdiction Assessment amount remained the same at \$20,719.09, recognizing the individual jurisdictional amounts change based on population. The Local Jurisdiction budget is used as match for the EMP federal grant.

- b. The board was briefed that the Homeland Security 2016 grant. The SHSP '16 funds have to expended and billed by August 2018. Two of the three main projects are still waiting to be expended and they are the Response Force Training training and the Crime Scene Van.
- c. The board was briefed that FCEM has awarded a contract for the Hazard Mitigation Planning for \$25,456. The contractor is working on the first draft and hopefully we will have it out for review/comment by the end of January or early February.

V. New Business

- a. The board was presented the list of major exercises that are scheduled for 2018. The Nuclear Plant Exercise is a FEMA evaluated exercise and there will be a practice drill on 02/27/18 and the evaluated exercise will be on 03/27/18. Additionally, the Department of Energy will conduct their exercise on 05/17/18. It will be the same exercise that was to be used in 2017, but the tunnel collapse emergency happened and replaced the 2017 exercise. Bob Koch reminded the Director that the Commissioner Board meetings are being held on Tuesdays now, and we should contact the Treasurer to act as the Emergency Chairman until the Commissioner meeting is over.
- b. The Director recapped the agencies main accomplishments for calendar year 2017.
- c. The Director briefed the board about Justin Ratcliffe's resignation and that Cheryl Evosevich will replace him and start on January 29th.
- d. The Director briefed/requested the board about vacation from April 1-10 for the Director. The Director stated he would ensure staffing and notices are sent about the timeoff. The FCEM Board approved the leave and appreciated the advance notice.

VI. Unfinished Business

None

VII. Comments and Questions

Pattie Bailie stated that the city of Mesa has a new mayor, Patti Bailie and a new Clerk.

Chris Schulte reported that Connell has a new mayor, Lee Barrows and he has been approved to continue to stay on the FCEM Board as the representative for the city of Connell.

The board asked to have the election of the FCEM Chair and Vice Chair to be put on the next meeting agenda.

VIII. Next Meeting Date

Thursday, April 19, 2018, at 3:30 p.m.

IX. Adjournment

Chairman Bailie adjourned the meeting at 4:04 p.m., Bob Metzger seconded the motion.
Motion Carried



SEAN T. DAVIS
Secretary to the Council



PATTI BAILIE
CHAIRMAN