

Franklin County Emergency Management

Meeting Minutes

October 15th, 2015**I. Call to Order**

The meeting was called to order by Chairman Matt Watkins at 3:36 p.m. at the FCEM Office.

Council Present

Bob Metzger, City of Pasco
 Patti Bailie, City of Mesa
 Matt Watkins, City of Pasco
 Patti Hamilton, City of Kahlotus

Council Absent

Robert Koch, Franklin County
 Brad Peck, Franklin County
 Chris Schulte, City of Connell

Staff Present

Sean Davis, Director

Guests

Tom Larsen, City of Pasco

II. Approval of Minutes

Bob Metzger moved to approve the board minutes from the ~~April 16~~^{Oct.}, 2015 meeting. Patti Hamilton seconded the motion. **Motion Carried**

III. Approval of Vouchers

Bob Metzger moved to approve voucher 101587 thru 101671 in the amount of \$69,553.60
 Patti Bailie seconded the motion. **Motion Carried**

IV. Budget Recaps

- a. The Radiological Emergency Preparedness program grant had no extraordinary expenses this last quarter, other than miscellaneous expenses left from the EWAC Exercises. The grant is complete through its first quarter.

The board was briefed on the Department of Energy grant. The 2014/15 grant was expended

completely and the new contract is available for signature. The 2015/16 grant is for the same amount as last year. There were no extraordinary expenses to report on this grant.

The Board was briefed that the Emergency Management Performance Grant. The 2015/16 grant has been signed and is in its final year of incorporating the new funding scheme that was changed in the RCW and WAC.

The Board was briefed on the Jurisdiction Budget. There was nothing extraordinary or new to report on this budget.

- b. The board was briefed on the status of the Homeland Security 2014 grant. Only \$10,575 of the Franklin County allotment is left to be spent by July 2016. There are only three smaller projects left. 2 for \$2500 each (Fire District #3 and Kahlotus) and one for \$3200 (Fire District #5). The contract for the SHSP '15 grant just arrived and is ready for signature from the Chairman. There is one large radio project, the CodeRED renewal and the allowed amount for Personnel in M&A.
- c. The board was briefed on the status of the BLM-CWPP budget/grant. This fire specific grant can only be used for wildfire mitigation projects. The remaining \$9,875 will be utilized by Fire District #3 for a brochure for burn days and address location sticks for residents' addresses.

V. New Business

- a. The board was briefed on the 2015 Budget Amendment A increasing the budget from \$659,907.09 to \$704,999.09. Patti Bailie moved for approval and Bob Metzger seconded the motion. **Motion Carried**
- b. The board was briefed on the Cost of Living Adjustment document (Consumer Price Indexes Pacific Cities and U.S. City Average). The Board utilizes the West – B/C category for reference. Bob Metzger moved for a .5% COLA and Patti Hamilton seconded the motion. **Motion Carried**
- c. The board was briefed on the 2016 medical package costs. Matt Watkins made a motion to increase the FCEM Medical Benefit package to \$1125.00 per employee/per month and Bob Metzger seconded the motion. **Motion Carried**
- d. The board was briefed on the need for cell phone data usage for all FCEM employees and the cost. Bob Metzger moved to increase the cell phone stipend to \$100.00 per employee/per month. **Motion Carried**
- e. The board was briefed on the 2016 Jurisdictional Assessment. Bob Metzger moved to approve the 2016 Jurisdictional Assessment as presented and Patti Bailie seconded the motion. **Motion Carried**
- f. The board was briefed on the 2016 FCEM Budget (expenses and revenues). Patti Bailie moved for approval of the 2016 FCEM Budget as presented (\$601,928.09) and Patti Hamilton seconded the motion. **Motion Carried**

Bob Metzger requested the board go into Executive Session to discuss the possibility of acquisition of real estate. The FCEM Board went into Executive Session at 4:33pm and came out of Executive Session at 4:41pm with no decisions being made during that time.

VI. Unfinished Business

- a. Sean Davis reported to the board that the FCEM Asset Tracking Policy has been drafted and will be distributed to the FCEM Board for review/discussion/approval prior to the next FCEM Board meeting.

VII. Comments and Questions

Matt Watkins reminded the board that the FCEM Board is interested in moving to a different location. Matt Watkins asked if Bob Metzger would keep moving the process forward with his city representatives as well as Commissioner Peck.

VIII. Next Meeting Date

Thursday, January 21, 2016, at 3:30 p.m.

IX. Adjournment

Chairman Matt Watkins adjourned the meeting at 4:44 p.m.



SEAN T. DAVIS
Secretary to the Council



MATT WATKINS
CHAIRMAN