

Franklin County Emergency Management

Meeting Minutes

October 18th, 2018

I. Call to Order

Vice Chairman Bob Metzger called the meeting to order at 3:42 p.m. at the FCEM Office.

Council Present

- ✓ Bob Metzger, City of Pasco
- Craig Maloney, City of Pasco
- Bob Koch, Franklin County
- Brad Peck, Franklin County

Council Absent

- David Wooten, City of Kahlotus
- Patti Bailie, City of Mesa
- ✓ Chris Schulte, City of Connell

Staff Present

Sean Davis, Director

Guests

None

II. Approval of Consent Agenda

- a. Adoption of Agenda
- b. Approval of Board Minutes from July 19, 2018
- c. Approval of Voucher Numbers **102266** thru **102301** in the amount of **\$19,386.31**
- d. Approval of Program/Budget Recaps
 - Columbia Generating Station Nuclear Program
 - Department of Energy - Hanford Program
 - Emergency Preparedness Program Grant
 - Jurisdiction/Local Funding Program
 - Homeland Security Program Grants
 - State Homeland Security Programs (SHSP)
 1. SHSP 2016
 2. SHSP 2017
 - Hazard Mitigation Grant

Brad Peck moved to approve the Consent Agenda as presented. Bob Koch seconded the motion. **Motion Carried**

III. New Business

- a. The Director presented the FCEM Board with Amendment B increasing the 2018 by \$6,129.00 for additional funding provided by the Department of Energy grant. Brad Peck moved to approve the 2018 Budget Amendment B as presented. Bob Koch seconded the motion. **Motion Carried**
- b. The Director presented the board with the Consumer Price Index figures for West - B/C from July 2018 - September 2018. The City of Pasco representatives verified that is the chart and numbers they utilized to determine the city's COLA.
- c. The Director briefed the board on the 2019 Jurisdiction Assessment. The assessment is allocated in accordance with the 2018 OFM April population estimate and the assessment dollar amount has not increased from the \$20,719.09 amount established in 1991.
- d. The Director briefed the FCEM Board on the 2019 WCIF Benefits rates. The board verified that amount that the agency provides is represented in the "Benefit" column and the amount in the "Out of Pocket" column is the difference between the Medical+Dental+Vision+Life and the Benefit. This was confirmed and if approved the out of pocket expense for the employee will be \$428.96. Brad Peck confirmed that if an employee has other insurance, the funds allotted to the employee will be deposited in a HRA VEBA account. The Director confirmed this statement.
- e. The FCEM Board reviewed the proposed 2019 Budget. Various line items were discussed and there was a discrepancy in the Salary allocation for the Program Coordinator Line Item number 525.60 10 0050. The Director could not explain why the line item seemed higher than the rest, but did confirm in the meeting that the amount was roughly \$1800.00 dollars higher than it should be. The board requested to have this item corrected and the revised budget with the correct amount be included for approval in the minutes at the January FCEM Board meeting.

At 4:30 p.m., the FCEM Board went into Executive Session to discuss the performance of a public employee in accordance with RCW 42.30.110(1)(g), with an estimated duration of 5 minutes. At 4:39 p.m., the FCEM Board reconvened the open meeting.

Bob Koch moved to approve agenda items III. a. through e. with the following changes:

- The position of Program Coordinator (Line Item number 525.60 10 0050) salary changed to \$62,331.00, 3081 to correct a math error,
- Remove names in personnel line items.

Craig Maloney seconded the motion. **Motion Carried**

- f. The Director briefed the FCEM Board of the impending expiration of the Inter-Local Agreement for the Franklin County Emergency Management agency. The current agreement will expire December 2020.
- g. FCEM Board elections were discussed. Brad Peck motioned to retain Patti Bailie as the Chairman and Bob Metzger as the Vice Chairman. Craig Maloney seconded the motion. **Motion Carried**

IV. Unfinished Business

The Director briefed the FCEM Board on the status of the Hazard Mitigation Plan. The plan was approved by Washington State Emergency Management and has been forwarded to FEMA Region X for approval. Once approval is received from FEMA Region X, FCEM will make the final payment to the contractor. FCEM will meeting with each of the city councils and the Franklin County Board of Commissioners to present the finalized document for approval.

VII. Comments and Questions

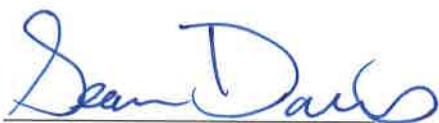
The Director reported that FCEM activated the nuclear plant sirens, CodeRED system and Emergency Alert System in conjunction with the Great ShakeOut exercise. 5,183 Franklin County workers/residents participated in the Great ShakeOut exercise. The vast majority from the school system.

VIII. Next Meeting Date

Thursday, January 17, 2019, at 3:30 p.m.

IX. Adjournment

Brad Peck moved to adjourn the meeting. Bob Koch seconded the motion. **Motion Carried** The meeting adjourned at 5:00 pm



SEAN T. DAVIS
Secretary to the Council



PATTI BAILIE
CHAIRMAN