

# Franklin County Emergency Management

## Meeting Minutes

April 18<sup>th</sup> 2019

### I. Call to Order

Chairman Patti Bailie called the meeting to order at 3:31 p.m. at the FCEM Office.

#### Council Present

Ed Dunbar, City of Pasco  
Craig Maloney, City of Pasco  
Bob Koch, Franklin County  
Patti Bailie, City of Mesa  
Ken Woffenden, City of Connell

#### Council Absent

David Wooten, City of Kahlotus  
Brad Peck, Franklin County

#### Staff Present

Sean Davis, Director

#### Guests

None

### II. Approval of Consent Agenda

- a. Adoption of Agenda
- b. Approval of Board Minutes from January 17, 2019
- c. Approval of Voucher Numbers **102334** thru **102383** in the amount of **\$60,534.36**
- 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 2017
      2. SHSP 2018
  - Hazard Mitigation Grant

Sean Davis answered questions from the board and briefed them that FCEM has requested "Gap Funding" from the CGS program for 2 projectors and install, and any funds available for Ludlum model 26-1's that is available. The board agreed those were good projects and to purchase the items if funding becomes available.

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

### III. New Business

- a. The Director briefed the FCEM Board on the Purchase/Credit Card Policy that was recommended by the Washington State Auditor's Office from the 2015-17 audit that was just completed. Craig Maloney moved to approve Resolution 02-2019 approving the Purchase/Credit Card Policy. Bob Koch seconded the motion. **Motion Carried.**
- b. The Director briefed the FCEM Board on the Travel Policy that was recommended by the Washington State Auditor's Office from the 2015-17 audit that was just completed. Craig Maloney moved to approve Resolution 03-2019 approving the Purchase/Credit Card Policy. Craig Maloney asked the Director to verify that under section 4.0 the first and last day of travel was correct and FCEM just uses the normal per diem rate. Bob Koch seconded the motion. **Motion Carried.**
- c. The Director briefed the board on the 2018 Director's Report/Recap. The Director emphasized the amount of exercises that were conducted and amount of training that was given throughout the county, as well as the 2015-2017 audit that was conducting with no findings and only two recommendations.
- d. The Director briefed the FCEM Board on the Columbia Generating Station exercise that was conducted on February 19, 2019. The exercise was not evaluated, except for the 24hr capability demonstration. The exercise was utilized as a training event and the participation was outstanding.

### IV. Unfinished Business

- a. The Director briefed the FCEM Board on the status of the Hazard Mitigation Plan. The plan has been fully approved, printed and a hard copy and thumb drive will be sent out to each jurisdiction in late April or early May.
- b. The Director briefed the FCEM Board that he is still researching possible alternate ECC facilities/locations that can be designated as an alternate for the 1011 E. Ainsworth facility.
- c. The FCEM Director reminded the board that the FCEM Inter-local Agreement will need to be reviewed and will expire December 2020

### VII. Comments and Questions

### VIII. Next Meeting Date

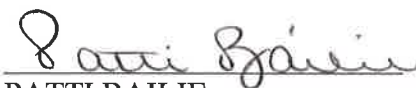
**Thursday, July 18, 2019, at 3:30 p.m.**

### IX. Adjournment

Chairman Patti Bailie adjourned the meeting at 4:01 pm



SEAN T. DAVIS  
Secretary to the Council



PATTI BAILIE  
CHAIRMAN