

Meeting Minutes

January 16<sup>th</sup> 2020

I. Call to Order

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

Council Present

Bob Gear, City of Pasco  
Craig Maloney, City of Pasco  
Patti Bailie, City of Mesa  
Ken Woffenden, City of Connell  
Bob Koch, Franklin County  
Brad Peck, Franklin County

Council Absent

David Wooten, City of Kahlotus

Staff Present

Sean Davis, Director

Guests

None

II. Approval of Agenda

Bob Gear moved to approve the Agenda. Brad Peck seconded the motion.  
**Motion Carried Unanimously**

III. Approval of Consent Agenda

Bob Koch moved to approve the Consent Agenda. Bob Gear seconded the motion. **Motion Carried Unanimously**

- a. Approval of Board Minutes from October 17, 2019
- b. Approval of Voucher Numbers **102484** thru **102521** in the amount of **\$36,460.80**
- c. Approval of Program/Budget Recaps
  - Columbia Generating Station Nuclear Program
  - Department of Energy - Hanford Program
    - New Partial Contract
  - Emergency Preparedness Program Grant - FEMA
  - Jurisdiction/Local Funding Program
  - Homeland Security Program Grants
    - State Homeland Security Programs (SHSP)
      1. SHSP 2017
      2. SHSP 2018

- Sean Davis answered questions from the board and briefed them that FCEM has received the partial DOE contract for full Salaries and Benefits and waiting for approval on Goods and Services. 2

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

### III. New Business

- a. The Director briefed the board on the 2019 Director's Report/Recap. The Director emphasized the amount of exercises that were conducted and amount of training that was given throughout the county.
- b. The Director briefed the FCEM Board on the two FEMA exercises for the nuclear power plant and how important participation is in these exercises.
  - Dress Rehearsal on 02/25/2020
  - Federally Evaluated on 03/24/2020
- c. The Director presented the FCEM Board with an inventory disposal request for:
  - 2 - CISCO Air-AP1252AG-A-K9 v03 WiFi routers \$890.00ea. 05/2011
  - Multi-Tech VOIP Box MVP 410AV IP phone converter \$1815 01/2004
  - Color Laser Jet Pro M452dn & tray \$545 01/2016
  - HP LaserJet 3100 Fax/Printer \$700 08/1999
  - 2 - CISCO 2960 PoE 48 port 10/100/1000 Switch \$2830 ea. 09/2010
  - 2 - Dell Precision Workstations \$2975ea. 05/2012
  - CISCO 24 Port Switch Catalyst 2950 XL \$1790 12/2002
  - Dell Precision M4500 laptop \$2440 04/2011 000401
  - Dell Precision M6600 laptop \$3600 05/2013 000421

The Board asked how is the equipment disposed of. The Director reported that Franklin County IS takes most of the equipment and disposes it at the designated GoodWill Center that takes computer equipment. If the item is broken/unusable, FCEM staff ensures the item(s) are completely non-functional and disposes of them in the trash. The Board instructed the Director to state this as a request for the "Authority to Surplus Inventory". Craig Maloney moved to approve the disposal request as presented. Bob Gear seconded the motion. **Motion Carried Unanimously**

- d. The Director briefed the Board on the 9-1-1 System Issues on December 26, 2019, that prompted FCEM to issue an IPAWS/WEA alert through CodeRED versus a countywide EAS message. Only a specific area of Franklin County was potentially affected, and that is there area that was targeted using CodeRED to launch an IPAWS alert. A couple board members commented that they did receive the alert and understood it clearly and appreciated the notice.

#### IV. Unfinished Business

- a. FCEM Board Elections  
Current Positions:
- Chairman – Patti Bailie
  - Vice Chairman – Bob Gear

Brad Peck moved elect Bob Gear as the Chairman and Patti Bailie as the Vice Chairman. Both candidates agreed to fill the positions if voted in. Craig Maloney seconded the motion. **Motion Carried Unanimously**

- b. The Board discussed the Salary Scale/Compensation and Local Assessment documents that were provide. The Board recommended that the Director contact Carle Nave at the county for their contractor and Bob Gear for the Pasco's contractor in order to start the process to conduct an evaluation/analysis on the Director position.

#### VII. Comments and Questions

The Director asked where he should send the FCEM Inter-local Agreement for legal review. The Board members conveyed where each of them would like the document sent.

#### VIII. Next Meeting Date

**Thursday, April 16, 2020, at 3:30 p.m.**

#### IX. Adjournment

Chairman Patti Bailie adjourned the meeting at 4:37 pm

SEAN T. DAVIS  
Secretary to the Council

Bob Gear  
CHAIRMAN