

Meeting Minutes

April 15th 2021

I. **Call to Order**

Chairman Bob Gear called the meeting to order at 3:34 p.m. at the FCEM Office.

Council Present Virtually

Bob Gear, City of Pasco
Craig Maloney, City of Pasco
Patti Bailie, City of Mesa
Ken Woffenden, City of Connell
Rocky Mullen, Franklin County

Council Absent

David Wooten, City of Kahlotus
Clint Didier, Franklin County

Staff Present

Sean Davis, Director

Guests

None

II. **Approval of Agenda**

Patti Bailie moved to approve the Agenda. Craig Maloney seconded the motion.
Motion Carried Unanimously

III. **Approval of Consent Agenda**

- a. Approval of Board Minutes from January 21, 2021
- b. Approval of Voucher Numbers **102674** thru **102704** in the amount of **\$54,243.63**
 - Approval of Program/Budget Recaps
 - Columbia Generating Station Nuclear Program
 - Department of Energy - Hanford Program
 - Emergency Preparedness Program Grant - FEMA
 - Jurisdiction/Local Funding Program
 - Homeland Security Program Grants
 - State Homeland Security Programs (SHSP)
 1. SHSP 2019
 2. SHSP 2020

There were no questions/comments

Craig Maloney moved to approve the Consent Agenda. Patti Bailie seconded the motion. **Motion Carried Unanimously**

III. New Business

a. **Inventory Disposal**

• Dell T5810 Tower - 5XDL42 000440	05/8/2015	\$4,278.00	REP	E15-004
• Dell T5500 Tower - CY2HPS1 000419	05/14/2012	\$2,974.66	REP	E12-021
• Dell E5520 Laptop - 7VWD4S1 000408	12/22/11	\$1,278.30	DHS '09	97.067
• Dell M4500 Laptop - 329YRM1 000393	6/22/2010	1,805.06	REP	-
• Dell 5820 Tower- 9B0DRP2 000471	05/29/18	\$1,777.89	REP	E18-002
• Dell 5820 Tower - JNKWTQ2 000481	07/12/18	1,777.89	REP	E18-002

Pattie Bailie moved to approve the disposition of equipment as presented. Rocky Mullen seconded the motion. **Motion Carried Unanimously**

b. **By-Laws clarification and review**

Craig Maloney asked for clarification and confirmation that current By-Laws and processes align with the RCWs. We need to ensure we are operating in alignment with state laws and policies. Additionally, board members wanted to also see if the Chairman can sign MOUs, agreements or Cooperative Agreements before the board meets IF there is no financial obligation to the agency in those type agreements. Pattie Bailie moved to approve for signature by the Chairman the FCEM/Pasco School District radiological MOU and to have the Director research whether or not our current By-Laws are correct, need amended, and whether or not the Chairman can sign for grants, MOUs, ICA and agreements prior to a board meeting since the board only meets quarterly. Ken Woffenden seconded the motion. **Motion Carried Unanimously**

c. **New EAS activation frequency**

Sean Davis reported that KONA Radio/Cherry Creek Broadcasting has ended their agreement allowing FCEM to use their radio frequency 161.73Mhz for EAS activations. FCEM has obtained a new frequency from the FCC for EAS activations. FCEM now owns the frequency, 155.82Mhz. FCEM has notified all broadcasters, the State Emergency Communications Commission (SECC) and Washington State EM of the change.

d. **SHSP 2021 Phase 1 projects**

Sean Davis reported that the SHSP 2021 grant process has started and has a number of new changes. There are two types of projects, Sustainment Projects – guaranteed money for approved projects and National Priority Projects (NPP) – competitive. The sustainment funding is a very small amount, while the NPP funding is a larger pool of funds. FCEM has submitted the CodeRED system as a sustainment project for \$15,100 and the FCSO command trailer for \$25,845. We have submitted both projects as NPPs to see if they get accepted. IF they do, there will be more sustainment dollars available for another project and the Director will reach out to the Equipment Users group for additional projects if either get approved as a NPP.

e. COVID 19 EM update

Sean Davis reported that approximately 5500 cloth masks and 12500 disposable masks have been distributed to about 100 restaurants throughout Benton and Franklin Counties. Additionally, the UW Serology Project is being conducted throughout the Tri-Cities. UW volunteers will be reaching out to our residents asking if they would like to be part of the COVID study and donate a blood sample and answer their survey.

f. DOE Exercise in May – limited – FCEM Staff only

Sean Davis reported that DOE will be conducting their annual exercise, but due to the COVID restrictions, there will be minimal city/county participation. FCEM will be operating the ECC, but only with FCEM staff.

g. CGS Gap Funding

Sean Davis reported that FCEM has submitted two requests to WA EMD. One for 6 new ECC computers and a second for replacement of the agency owned 2007 GMC pickup. Pattie Bailie motioned to approve disposal and/or trade in of the FCEM owned 2007 GMC pickup contingent upon receiving CGS Gap funding to replace the vehicle but IF FCEM receives enough gap funding, FCEM will retain ownership of the 2007 GMC vehicle and purchase a new 4 door truck with the gap funds.

V. Unfinished Business

- None

VI. Next Meetings:

Thursday, July 15, 2021 at 3:30 p.m.

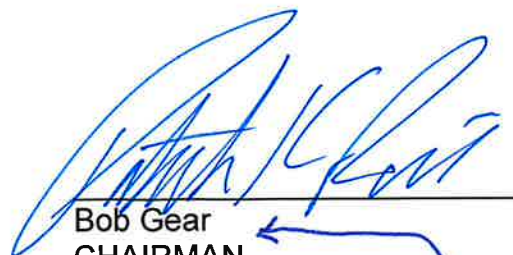
Thursday, October 21, 2021 at 3:30 p.m.

VII. Adjournment

Patti Bailie moved to adjourned the meeting at 4:11 pm. Rocky Mullen seconded the motion. **Motion Carried Unanimously**



SEAN T. DAVIS
Secretary to the Council



Bob Gear
CHAIRMAN

PATRICK LEED FOR