

Franklin County Emergency Management

Meeting Minutes

January 20th 2022

I. **Call to Order**

Chairman Bob Gear called the meeting to order at 3:33 p.m. via ZOOM Meeting.

Council Present

Bob Gear, City of Pasco (virtual)
Blanche Barajas, City of Pasco (virtual)
Ken Woffenden, City of Connell
Clint Didier, Franklin County (virtual)
Rocky Mullen, Franklin County

Council Absent

Merlin Giesbrecht, City of Mesa
Janelle Romeike, City of Kahlotus

Staff Present

Sean Davis, Director
Chris Lee, Deputy Director

Guests

None

II. **Approval of Agenda**

Ken Woffenden moved to approve the agenda. Rocky Mullen seconded the motion.
Motion Carried Unanimously

III. **Approval of Consent Agenda**

- a. Approval of Board Minutes from July 15, 2021
- b. Approval of Voucher Numbers **102779** thru **102793** in the amount of **\$18,234.35**
- c. Approval of Program/Budget Recaps
 - Columbia Generating Station Nuclear Program
 - Department of Energy - Hanford Program
 - Emergency Preparedness Program Grants (EMPG)
 - Jurisdiction/Local Funding Program
 - Homeland Security Program Grants
 - State Homeland Security Programs (SHSP)
 1. SHSP 2020
- No questions from the Board.

Ken Woffenden moved to approve the Consent Agenda as presented. Rocky

Mullen seconded the motion. **Motion Carried Unanimously**

IV. New Business

- a. The Board was presented the final 2021 Budget – Amendment B for review and approval. The amendment:
 - Increase by \$32,236 mainly from new EMPG-s grant
 - Increase from \$755,706.09 to \$787,941.83Blanche Barajas moved to approve the 2021 Budget – Amendment B as presented. Ken Woffenden seconded the motion. **Motion Carried Unanimously.**

- b. The Director briefed the board on the 2022 Budget Amendment A proposal. The amendment:
 - Increase by \$17,966 from new EMPG-ARPA grantClint Didier moved to approve the 2022 Budget – Amendment A as presented. Rocky Mullen seconded the motion. **Motion Carried Unanimously**

- c. The Director briefed the board on the *DRAFT* FEMA report for our evaluated exercise. We had a very good evaluation at both the Emergency Coordination Center and Joint Information Center.

- d. The Director briefed the board on the Hazard Mitigation Grant application process and purpose. The Director reported that he had received all the letters of intent to participate in the planning process from each jurisdiction. The Board needs to approve a resolution designating an applicant agent for this grant process.
 - Funding (75%/12.5%/12.5%)
 - Amount – (\$47250, \$7875, \$7875) \$63,000 total.Rocky Mullen moved to approved the Resolution Designating Applicant Agent and authorize the Chairman to sign the resolution. Clint Didier seconded the motion. **Motion Carried Unanimously**

- e. The Director briefed the Board on the State Auditor’s Office report covering fiscal years 2018-2020. The report stated, “Agency operations complied, in all material respects, with applicable state laws, regulations, and its own policies, and provided adequate controls over the safeguarding of public resources.” The audit cost is estimated to be close to \$10,500.

V. Unfinished Business

- a. The FCEM Director briefed the Board on the Comprehensive Emergency Management Plan process. Washington State Emergency Management has reviewed the Franklin County CEMP. They have reported that the plan meets the requirements and they only have minor changes/edit suggestions. Once FCEM receives the approval letter and suggestions from WA EMD, FCEM will make the changes and incorporate those edits into the final document before the finalized plan is sent to the councils/boards for approval. Ken Woffenden moved to approved the 2021 Franklin County CEMP with incorporation of the suggested/required edits/changes from Washington State Emergency Management. Clint Didier seconded the motion. **Motion Carried Unanimously**

- b. The FCEM Board conducted one final review of the revised FCEM By-Laws. No further changes were suggested nor required. Blanche Barajas moved to approve the By-Laws as presented, and approve the Chairman to sign the approval of Resolution 01-2022. Clint Didier seconded the motion. **Motion Carried Unanimously**

VI. Next Meeting Date

Thursday, April 21, 2022 at 3:30 p.m.
Thursday, July 21, 2022 at 3:30 p.m.
Thursday, October 20, 2022 at 3:30 p.m.

IX. Adjournment

Rock Mullen moved to end the meeting. Clint Didier seconded the motion. **Motion Carried Unanimously.** Chairman Bob Gear adjourned the meeting at 4:04 p.m.



SEAN T. DAVIS
Secretary to the Council



Bob Gear
CHAIRMAN