

Franklin County Emergency Management

Meeting Minutes

July 18th 2024

I. **Call to Order**

Chairman Kevin Crowley called the meeting to order at 3:30 p.m.

Board Members Present

Kevin Crowley, City of Pasco
Charles Grimm, City of Pasco
Ken Woffenden, City of Connell
Cade Scott, City of Mesa
Rocky Mullen, Franklin County
Clint Didier, Franklin County (virtual)

Board Members Absent

Michael Robitaille, City of Kahlotus

Staff Present

Sean Davis, Director
Jordan Hanes, Deputy Director

Guests

None

II. **Approval of Agenda**

Cade Scott moved to approve the agenda. Clint Didier seconded the motion.

Motion Carried Unanimously

III. **Approval of Consent Agenda**

- a. Board Minutes from April 18, 2024
- b. Approval of Voucher Numbers 103090 thru 103125 in the amount of \$102,090.63
- 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 2022
 2. SHSP2023
 - No questions from the Board.

Cade Scott moved to approve the Consent Agenda as presented. Ken Woffenden seconded the motion. **Motion Carried Unanimously**

IV. New Business

- a. The FCEM Director presented the FCEM Board with the proposed budget amendment increasing the current budget by \$189,754 from the following sources:
- CGS: + \$29,900 (8 computers for EOC)
 - EMPG: + \$36,354 (Server replacement and backup)
 - HMGP: + \$58,500 (Hazard Mitigation Plan)
 - DNR/CWPP: + \$65,000 (Community Wildfire Protection Plan)

Cade Scott moved to adopt 2024 Budget Amendment A as presented. Rocky Mullen seconded the motion. **Motion Carried Unanimously**

- b. The FCEM Director presented the board with the following list of equipment to surplus/dispose of:
- Dell Precision XCTO Tower, JNKYTQ2, Tag 000480
 - Dell Precision 3431 Tower, 9W0QD33, Tag 000510
 - Dell Precision 3440 Tower, FY8NZB3, Tag 000514
 - Dell Precision 3440 Tower, FY8QZB3, Tag 000515
 - Dell Precision 3450 Tower, 3NGMNF3, Tag 000516
 - Dell Precision 3440 Tower, 17GVH63, Tag 000527
 - Dell PowerEdge R820 Server, 2FVQJB2, Tag 000455
 - Dell PowerEdge R740xd Server, 119XZC3, No Tag
 - Dell PowerVault 114x, 36PSZK1, Tag 000392

Rocky Mullen motioned to approved the disposal/surplus of the listed equipment as presented. Clint Didier seconded the motion. **Motion Carried Unanimously**.

- c. The FCEM Director briefed the board on notification of award for \$65,000 to complete a rewrite of the Community Wildfire Protection Plan. Once a contract is in place, FCEM will utilize one of the Purchasing Cooperative Agreement contracts that FCEM has in place. This will allow us to meet the bid/RFA process, while expediting onboarding of a consultant. The intent will be to use Integrated Solutions Consulting for that project. Ken Woffenden asked if there is a potential that both the HMP and CWPP work will be happening in parallel. The Director stated that it will depend on how quickly the Federal/State governments get the funding contract to us. If they can turn it quickly, then yes, there is high probability that both be happening simultaneously. There we no other questions or discussion

The FCEM Deputy Director briefed the board that they may have/or will be receiving an email for our HMP contractor to register for their system to manage the HMP update process: CEMP@isc-cemp.com – it is a legitimate email and not a phishing scheme.

V. Unfinished Business

a. None

VI. Next Meeting Dates

Thursday, October 17, 2024 at 3:30 p.m.

IX. Adjournment

Cade Scott moved to adjourn the meeting. Ken Woffenden seconded the motion.
Motion Carried Unanimously. Chairman Kevin Crowley adjourned the meeting at 3:52 p.m.



SEAN T. DAVIS
Secretary to the Council



Kevin Crowley
Chairman