

Franklin County Emergency Management

Meeting Minutes

October 17th 2024

I. Call to Order

Chairman Kevin Crowley called the meeting to order at 3:33 p.m.

Council Present

Kevin Crowley, City of Pasco
 Charles Grimm, City of Pasco
 Ken Woffenden, City of Connell
 Cade Scott, City of Mesa
 Stephen Bauman, Franklin County (alternate)
 Michael Robitaille, City of Kahlotus
 Perrie Robitaille, City of Kahlotus (alternate)
 Rocky Mullen, Franklin County

Council Absent

Clint Didier, Franklin County

Staff Present

Sean Davis, Director
 Jordan Hanes, Deputy Director

Guests

Roger Richardson, Franklin County Fire District #5
 Bryan Thornhill, Franklin County Fire District #5
 Deanna Davis, BCEM
 Lori Hayles
 Kari Rickenbach

II. Approval of Agenda

Cade Scott moved to approve the agenda. Charles Grimm seconded the motion.

Motion Carried Unanimously

III. Approval of Consent Agenda

- a. Board Minutes from July 18, 2024
- b. Voucher Numbers **103126** thru **103156** in the amount of **\$103,732.45**
- c. 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 2022
 2. SHSP 2023

Michael Robitaille moved to approve the Consent Agenda a-c as presented. Cade Scott seconded the motion. **Motion Carried Unanimously**

IV. New Business

- a. **Fire District #5 Issues**
 - Charmain Crowley opened the floor for discussion on the issues pertaining to the Franklin County Radiological Emergency Preparedness Plan that have been presented by Franklin County Fire District #5. The issues were discussed at length with the Franklin County Fire District #5 representatives and the FCEM Board members that were present.
 - i. Franklin County Emergency Management Board stated they have addressed the concerns and deem the issues presented to be addressed and closed.
- b. **FCEM Public Records Disclosure Policy**
 - Cade Scott moved to approve the FCEM Public Records Policy as presented and FCEM Resolution 03-2024 for signature by the Chairman. Charles Grimm seconded the motion. **Motion Carried Unanimously**
- c. **2024 Budget Amendment B**
 - Cade Scott moved to approve the 2024 Amendment B as presented for \$1,010,173. Michael Robitaille seconded the motion. **Motion Carried Unanimously**
- d. **2026 Jurisdiction Assessment**

The FCEM Director presented the 2026 Jurisdiction Assessment in the amount of \$47,461. This is an increase of \$5120 from the 2025 Assessment to meet grant match requirements for EMPG.

 - Stephen Bauman moved to approved the 2026 Jurisdiction Assessment in the amount of \$47,461.00 as presented. Charles Grimm seconded the motion. **Motion Carried Unanimously**
- e. **2025 Medical Benefits Allocation**
 - Charles Grimm moved to approve a \$50 increase to the Benefits Allocation from \$2025/mo. per employee to \$2075/mo. per employee. Cade Scott seconded the motion. **Motion Carried Unanimously**
- f. **2025 COLA Allocation**
 - Charles Grimm moved to approve a 5% COLA increase for 2025. Cade Scott seconded the motion. **Motion Carried unanimously**
- g. **2025 Budget**
 - Cade Scott moved to approve the FCEM 2025 Budget as presented in

the amount of \$933,137.00. Rocky Mullen seconded the motion. **Motion Carried Unanimously**

V. Unfinished Business

a. None

VI. Next Meeting Dates

Thursday, January 16, 2025 at 3:30 p.m.

Thursday, April 17, 2025 at 3:30 p.m.

Thursday, July 17, 2025 at 3:30 p.m.

Thursday, October 16, 2025 at 3:30 p.m.

IX. Adjournment

Chairman Kevin Crowley adjourned the meeting at 5:02 p.m.



SEAN T. DAVIS
Secretary to the Council



Kevin Crowley
CHAIRMAN