

Franklin County Emergency Management

Meeting Minutes

October 15th 2026

I. Call to Order

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

Council Present

Kevin Crowley, City of Pasco
Abel Compos, City of Pasco (virtual)
Ken Woffenden, City of Connell (virtual)
Cade Scott, City of Mesa (virtual)
Michael Robitaille, City of Kahlotus

Council Absent

Clint Didier, Franklin County
Rocky Mullen, Franklin County

Staff Present

Sean Davis, Director
Suzi Arroyos, Administrative Accountant

Guests

None

II. Approval of Agenda

Michael Robitaille moved to approve the agenda. Cade Scott seconded the motion.

Motion Carried Unanimously

III. Approval of Consent Agenda

- a. Board Minutes from July 16, 2026
- b. Voucher Numbers **103403** thru **103437** in the amount of **\$61,613.72**
- c. Program/Budget Recaps
 - Columbia Generating Station Nuclear Program
 - Department of Energy - Hanford Program
 - Emergency Management Performance Grant
 - Jurisdiction/Local Funding Program
 - Homeland Security Program Grants
 - State Homeland Security Programs (SHSP)
 1. SHSP 2025
 - Hazard Mitigation Grant

Michael Robitaille moved to approve the Consent Agenda (items a-c) as presented. Abel Compos seconded the motion. **Motion Carried Unanimously**

IV. New Business

a. **Surplus/disposal of FCEM Equipment**

- CISCO Switch 3650, SFDO2127E1GM, Tag 000465
(Outdated no longer supported)

Michael Robitaille moved to approve disposal of the FCEM Equipment as presented. Cade Scott seconded the motion. **Motion Carried Unanimously**

b. **2026 Budget Amendment 1**

- Michael Robitaille moved to approve the 2026 Amendment 1 as presented for \$791,151.00. Abel Compos seconded the motion. **Motion Carried Unanimously**

c. **2028 Jurisdiction Assessment**

The FCEM Director presented the 2028 Jurisdiction Assessment in the amount of \$51,329. A 3% increase from the 2027 Assessment.

- Michael Robitaille moved to approve the 2028 Jurisdiction Assessment in the amount of \$51,329 as presented. Cade Scott seconded the motion. **Motion Carried Unanimously**

d. **2027 Medical Benefits Allocation**

- The Director presented a \$50 increase to the Benefits Allocation from \$2125/mo. per employee to \$2175/mo. per employee. **See combined motion for items d-f below in item f.**

e. **2027 COLA Allocation**

- The Director proposed a 5% COLA increase for 2027 and the 2.5% annual step for each employee. **See combined motion for items d-f below in item f.**

f. **2027 Budget**

- The Director presented a FCEM 2027 Budget in the amount of \$909,805.00 inclusive of a 5% COLA, 2.5% steps and a \$50 increase to Medical Benefits of \$2175/mo./emp. Michael Robitaille moved to approve the 2027 FCEM Budget as presented incorporating the 5% COLA, yearly 2.5% step and \$50/mo./emp increase to the Medical benefits from items d. and e. as presented. Abel Compos seconded the motion. **Motion Carried Unanimously**

g. The **Comprehensive Emergency Management Plan (CEMP)** 5 year renewal is due at the end of 2027 and the FCEM Director informed the board that he will be reaching out to all city/county departments for renewal an ultimately for city/county council/board approvals by the end of December 2027

V. Unfinished Business

- a. **Franklin County Hazard Mitigation Plan** completion was presented by the Director.
- FEMA approved on 07/31/2026, plan is considered approved as of 07/01/2026
 - Can be downloaded at <https://franklinem.org/emergency-plans-and-preparedness>

VI. Next Meeting Dates

Thursday, January 15, 2026, at 3:30 p.m.
Thursday, April 16, 2026, at 3:30 p.m.
Thursday, July 16, 2026, at 3:30 p.m.
Thursday, October 15, 2026, at 3:30 p.m.

IX. Adjournment

Kevin Crowley adjourned the meeting at 4:10pm.

SEAN T. DAVIS
Secretary to the Council

Kevin Crowley
CHAIRMAN