

Emergency Management Commission

Regular Meeting

November 19, 2025, 4:35 PM

Attending: Kristie, Dennis, Brian, Roger, Judy, Bridgett and Paul Ver Meer. No one attended via ZOOM. Absent were representatives from Shannon City, Lorimor and Creston. Quorum is five. We had that.

- A. *Meeting was called to order at 4:34 PM by Brian Bolton.*
- B. *Judy moved to approve the agenda as presented by Paul Ver Meer. Bridgett seconded that motion. Further discussion was called for but none was presented. All in favor, motion carried. (AIF-MC).*
- C. *Minutes from October 15, 2025, our last meeting, were presented. Kristi made a motion to accept those minutes. Roger seconded. No further discussion followed. AIF-MC.*
- D. *Paul Ver Meer then presented his report on several topics.*
 1. *Paul's training for new coordinators was completed on October 22, 2025, online. Sandy Hysell, Auditor, needs to certify this training.*
 2. *Homeland Security Conference was attended in Ankeny October 15-17th. He has two years to complete this training.*
 3. *Paul attended a Homeland Security Exercise and Evaluation Program. He felt it was complicated and more experience will help with understanding this training. Paul is learning CHAT GPT, an app that will greatly assist with designing county training and drills.*
 4. *Paul participated in GRH Legionella functional drill. Another drill will need to be attended by June of 2026.*

Because the US government has ended the shutdown, the independent training site is back up and useable. Ringgold County Coordinator is assisting Paul with submission of budgets to the state. The Adair-Guthrie Coordinator is also helping Paul with other functions. Paul is trying to lean on Jo Duckworth for local issues only. Paul was asked if the 32 hours weekly are sufficient for him to accomplish these extra tasks. They are stressed a little at times, but Paul feels confident 32 will be good after he learns the responsibilities more.

Paul closed his items for discussion and decisions.

Dennis made the motion to go into the Public Hearing concerning a budget amendment of \$41,000 appropriation for a tower repair project. Kristie seconded that motion. A roll call vote was called with Dennis voting aye, Roger voting aye, Kristi voting aye, Judy voting aye, and Bridgett voting aye.

With that, the Public Hearing was entered at 4:50. No public comment was offered on the budget amendment to make \$41,000 available for the Lorimor Tower Maintenance project. There were also no written comments received. Dennis made a motion to close the public hearing. Roger seconded that motion. AIF-MC. Public Hearing was closed.

- E. Dennis made a motion to move \$41,000 to the Lorimor Tower Repair Project. Bridgett seconded that motion. AIF-MC. Brian and Dennis will sign off on the budget amendment to be turned in to Sandy Hysell, Auditor.
- F. Claims – Paul had passed the folder to everyone for review earlier of all bills and receipts. Judy made the motion to accept these as presented. Bridgett seconded. AIF-MC.
- G. Other Items for Discussion Only – Paul has discussed the Creston Water Tower Project with Steve Guthrie, Manager of Creston City Waterworks. UCEMA has an estimate from Motorola to remove our communication equipment from the tower during the painting project, set up the old system and then reinstall the equipment back on the tower of \$96,000. After Steve contacted the company that will do the painting it was decided the painters could work around our equipment and the take-down and replacement can be avoided. No waivers will be needed, either. This will save us and the county \$96,000. Paul explained the equipment is insured and if damaged our deductible is much less than the estimate from Motorola. Paul was commended for this simple communication that worked in our favor.

An IT Coordinator for Emergency Management is being considered and two sources are Mainstay and Roger Vicker. Paul asked both for a yearly bid. Mainstay bid \$900 for the year with unlimited time. Roger Vicker's bid was \$1200 plus \$100/hr over 12 hours per month. Both bids need some clarification as far as terms.....for the rest of the fiscal year or for 12 months. Paul will get that information for our next meeting. Noted was that the City of Creston and the LEC use Mainstay and Mainstay is familiar with the MOCK system used with GPS location of officials.

Brian asked if Paul has his email in Outlook or "365". Paul was unsure. Dennis asked if Paul is comfortable with Mainstay or Vicker. Paul could work with either, but knows Mainstay.

Paul asked about extra meetings concerning budget work. He is expecting nothing unusual with next year's budget except a new mobile laptop and this IT contract. The current laptop is 20 plus years old. Paul will not be including the EMPG grant as reliable revenue next year.

As far as salary for the coordinator, the Commission sets the salary and any raises. Paul will get a handle on reality of his salary. He would like to be able to present a new budget with only one extra meeting. He hopes to have a preliminary budget presented at our next meeting.

Brian asked if our next meeting could be December 18 instead of the 17th because of commitments he has. Everyone present had no problems with that change. So our next meeting is December 18, 2025, at 4:35 PM.

Kristie made a motion to adjourn at 5:20PM. Bridgett seconded. AIF-MC.

Respectfully submitted and approved at December 18th regular meeting,

Judy Hopkins

