



POLK COUNTY EMERGENCY MANAGEMENT AGENCY

A.J. MUMM, COORDINATOR

POLK COUNTY OFFICE BUILDING
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MINUTES

The Polk County Emergency Management Commission met on Wednesday, January 18, 2006 at 1000 hours at the Polk County Communications Center, 6023 NE 14th Street, Des Moines, IA 50313.

I. Call to Order

II. Roll Call/Introductions

A. Members

- | | | | |
|------------------------------------|--|--|--|
| <input type="checkbox"/> Alleman | <input type="checkbox"/> Des Moines | <input type="checkbox"/> Pleasant Hill | <input type="checkbox"/> Urbandale |
| <input type="checkbox"/> Altoona | <input type="checkbox"/> Elkhart | <input type="checkbox"/> Polk City | <input type="checkbox"/> West Des Moines |
| <input type="checkbox"/> Ankeny | <input type="checkbox"/> Grimes | <input type="checkbox"/> Polk County BOS | <input type="checkbox"/> Windsor Heights |
| <input type="checkbox"/> Bondurant | <input type="checkbox"/> Johnston | <input type="checkbox"/> Polk County Sheriff | |
| <input type="checkbox"/> Clive | <input type="checkbox"/> Mitchellville | <input type="checkbox"/> Runnells | |

Commission Members Present: Bein, Burns, Cox, Lent, Mathis, Roe, Vorlander, and Walters

B. Staff - Mumm, Noland, Reelitz, and White

C. Public and Guests – Chief Bill McCarthy and Major Leonard Murray

III. Approval of Agenda

Executive Committee Action: Moved by Vorlander, seconded by Vaughn to approve agenda as proposed. Motion passed unanimously.

Commission Action: Moved by Burns, seconded by Walters to amend the agenda moving Item VIII.A. to immediately follow item III. out of respect of Chief McCarthy's time and schedule. Motion passed unanimously. (Minutes of Item VIII.A. appear where item was originally placed.)

IV. Invited Speaker(s) - none

V. Approval of Previous Meeting Minutes – December 21, 2005

Executive Committee Action: Moved by Vorlander, seconded by Vaughn to approve minutes as written. Motion passed unanimously.

Commission Action: Moved by Roe, seconded by Bein to approve minutes from December 21, 2005 meeting as written and distributed. Motion passed unanimously.

Proudly serving the communities of:

Alleman - Altoona - Ankeny - Bondurant - Clive - Des Moines - Elkhart - Grimes - Johnston - Mitchellville
Pleasant Hill - Polk City - Polk County - Runnells - Urbandale - West Des Moines - Windsor Heights

VI. Reports

A. Administration and Finance

1. Grants Management – Attachment #1

a. 2004 Homeland Security Grant Program (HSGP)

Award amount of \$1,137,132. Approximately \$622,000 obligated for EOD robot and support vehicle. Balance of approximately \$550,000 to be used for conducting and implementing the results of the WMD Assessment. Some equipment and supplies have begun to come in and are being processed and distributed. Considerable effort is being expended by staff to better ensure interoperability with existing equipment. Performance period extended beyond 11/30/05. Staff will investigate possibility of self-procurement.

b. 2005 Homeland Security Grant Program (HSGP)

Region 1 awarded \$1,826,529.73. Decision packets have been submitted to include a regional WMD Assessment. Regional training funds are providing a laptop computer, digital projector, and portable screen to be used for regional and local training. Items will be available to jurisdictions by request through the Agency. MARF Training postponed due to limited enrollment. Performance period ends 3/31/07. Region 1 is contracting with David Hudson to assist in management of the assessment process for local entities and the Region. Next meeting is scheduled for January 26, 1300 Hours, at the Polk County Communications Center. Polk County participants in Regional assessment should not have to re-enter data. Participants can add additional data or clarify information.

c. 2005 Pre-Disaster Mitigation (PDM) Grant

Application submitted on March 8, 2005. Budget of \$207,612.50 (\$150,579.53 federal share and \$57,032.97 local share) over a three-year performance period was successful. Grant will help bring all Polk County local jurisdictions compliant with Disaster Mitigation Act standards. Jurisdictional steering committees are being formed and kickoff meeting are currently being scheduled. Tentative optional dates include February 7 (1300 hours), 10 (0900 hours), and 16 (1000 hours). Correspondence will be sent to jurisdictional points of contact this week.

d. 2005 Metropolitan Medical Response System (MMRS) Grant

Award of \$227,592 Performance period began October 1, 2004 and will end March 31, 2007. City of Des Moines Fire Department EMS working with area hospitals, public health and Emergency Medical Services. Chief Vorlander is the Authorized Representative.

e. 2006 Emergency Medical Services (EMS) Systems Development Grant

Award of \$8,513. Performance period began July 1, 2005 and will end June 30, 2006. \$8,260.54 remains to be used based on an implementation strategy developed by the Polk County EMS Association. EMS training has been identified as priority. District Chief David Keenan, DMFD, or Deputy Chief Frank Prowant, Ankeny FD, are points of contact for training.

f. 2006 Emergency Management Performance Grant (EMPG)

The FY2006 EMPG application is due December 15, 2005. It is expected that HLSEM will not receive the federal EMPG guidance or allocation until late January 2006. Staff attended training on November 28. Expected award amount is approximately \$35,000. Application was submitted prior to December 15, 2005 deadline. FFYQ1 Report due to HLSEM on January 31, 2006.

g. 2006 Hazardous Materials Emergency Planning (HMEP) Grant

Awarded \$10,154.05 for training, \$10,873.25 for planning, and \$7,500 for the Iowa Hazmat Symposium. Performance period is from October 1, 2005 through September 30, 2006. Polk County will continue to work with seven of the surrounding county LEPCs to further hazardous materials planning and training.

2. FY2006-2007 Budget – Attachment #2

Staff has prepared the proposed 2006-2007 budget for presentation to the Commission in January. Budget should be considered for adoption at the February meeting and must be submitted by March.

Commission Discussion: Staff presented budget summary (attached to these minutes).

B. Hazard Identification, Risk Assessment, and Capability Assessment

1. WMD Capability Assessment

Currently implementing the strategy recommended by Tetra Tech and approved by the Commission. See Agenda Item VI.A.1.a. for more information.

2. Hazard Analysis and Risk Assessment

Community Profiles are being developed as part of the PDM local mitigation planning process.

C. Resource Management

1. Iowa Mutual-Aid Assistance Compact

The Compact supports the process for local communities to request or provide aid to respond to and recovery from local disasters. The agreement addresses issues related to limitation of response, worker's compensation, financial reimbursement, and licenses and permits. Jurisdictions in Polk County that have not signed onto the IMAC include: Alleman and Runnells. Alleman expects to pass the resolution in March 2006.

2. Resource Management Database

This effort will develop as part of the WMD Capability Assessment and will be supported by the Region 1 Homeland Security Board through the 2005 HSGP. The Commission will need to consider formal adoption and implementation of the NIMS Resource Typing System in the coming months. NIMS Resource Typing was discussed at the August Regional meeting and it was decided to wait to see what federal guidance indicated before moving too much further. Resource Typing guidance can be found in FEMA Document 508 Series.

3. Explosive Ordinance Disposal (EOD) Capabilities

A demonstration will be scheduled for the Commission in the Spring of 2006. Support vehicle order confirmation was signed jointly by the Coordinator and Major Len Murrery of DMPD. Scheduled construction time is 365 days.

D. Planning

1. Part A – Operations

Current state status is compliant. Next update is due to HLSEM by October 1, 2006.

2. Part B – Mitigation Strategy

Current state status is compliant. Next update is due November of 2008 or within 180 days of the formal closing of a Presidential disaster incident period.

3. Part C - Recovery

Current state status is compliant. Next update is due October 2008 or within 180 days of the formal closing of a Presidential disaster incident period.

4. Local Pre-Disaster Mitigation (PDM)Plans

Current status is non-compliant. Grant application was successful with award of \$207,000 and 3-year scope of work. Jurisdictional kickoff meetings are currently being scheduled. Sample local resolutions will be distributed in February at the kickoff meetings and all member jurisdictions are required to pass the resolutions to meet planning compliance requirements from HLSEM and FEMA.

5. Biological Emergencies/Pandemic Planning

Emergency Management and Public Health continue to meet on a biweekly basis. Public sector is involving the Iowa Contingency Planners, the Metro Emergency Planners, and Infragard in the planning process. Polk County Public Health is the appropriate initial contact and local jurisdictions are encouraged to direct inquiries to Polk County Public Health. Emergency Management and Public Health will continue to pull in additional stakeholders to address issues that match the comprehensive span of the potential impacts of this risk.

6. Emergency Management Commission Strategic Plan

No new activity planned this month.

E. Direction, Control, and Coordination

1. National Incident Management System (NIMS)

As a requisite of participation in federal grants, federal, state, and local jurisdiction personnel are required to complete the following training by October 1, 2005: IS-100 – Introduction to Incident Command, IS-200 – Basic Incident Command, and IS-700 – Introduction to NIMS. NIMSCAST baseline information has been submitted to HLSEM. The following communities have not passed local resolutions supporting the National Incident Management System: Alleman, Altoona, and Runnells. 2006 NIMS Training requirements have been distributed from the NIMS Integration Center.

Commission Discussion: There was some shared confusion regarding the NIMS compliant certification letter that was distributed by HLSEM to the cities. The Commission requested the Coordinator clarify the intention of this letter and report back to the Commission with the findings.

2. Claritus Identification Badge System

Staff will begin drafting appropriate use protocols for the computerized identification badge system. Meeting was held December 12 among interested parties. DMFD provided a live demonstration of the system's capabilities. Staff has distributed minutes of the meeting to meeting participants and will distribute to the entire Commission in January.

F. Damage Assessment

1. Damage Assessment Team (DAT)

Initial Damage Assessment Team introductory meeting was conducted. Curriculum is being collected and developed for team members. Damage Assessment forms have obtained from HLSEM to be integrated into the Damage Assessment Annex to the countywide plan.

G. Communications and Warning

1. Severe Weather Awareness Week

Severe Weather Awareness Week has been scheduled for the week of April 3, 2006. Statewide tornado drill scheduled to be conducted on Tuesday, April 4, 2006. Storm spotter classes have been scheduled in Polk County on March 28 for amateur radio operators at Northern Warren Fire Station and on April 4 at Pioneer's Auditorium in Johnston for the interested public. Staff will begin reviewing outdoor warning siren inventory and updating as necessary.

H. Operations and Procedures

1. WebEOC

Web-based emergency operations center software has been acquired by HLSEM and initial training has been conducted with emergency management coordinators. HLSEM will be building additional functionality into the software and provide guidance on rolling it out to county EOCs. HLSEM has indicated that it will not support WebEOC beyond the county EOC level. Coordinator will research comparable lower-cost alternatives and report back. Disaster Management Interoperability Services (DMIS) offers a similar product to WebEOC. Commission members are encouraged to review these capabilities at <http://www.dmi-services.org>. Coordinator will research and report back at future meeting.

I. Training

1. Independent Study (IS) 547 – Introduction to Continuity of Operations

Five (5) hour web-based course designed for a wide audience can be found at <http://training.fema.gov/emiweb/is/is547.asp>.

2. NIMS IS-700

- a. Elected Officials NIMS training will be scheduled for January/February 2006.
- b. Interested jurisdictions/disciplines should contact the Agency to schedule the awareness training at no cost.
- c. 2006 NIMS training requirements distributed to Commission Members in November.
- d. EMA Staff conducted NIMS training for Amateur Radio Operators on January 10.
- e. Polk County Public Health NIMS training conducted in December and January by EMA Staff.

3. Ag Terrorism Train-the-Trainer

South Padre Island, Texas January 11-13, 2006

*Course offered through HLSEM. For more information see www.iowahomelandsecurity.org.

J. Exercises

1. Des Moines International Airport Triennial Airport Exercise

Triennial Airport Disaster Plan Exercise Design Team will meet January 19, 2006 at DSM Airport.

2. Des Moines Water Works Exercise

Coordinator has been invited to participate in exercise design meetings with Des Moines Water Works for a contaminated water exercise scheduled for October 2006.

K. Public Education and Information

1. Polk County EMA Web Site

Web site is being redesigned and content is being collected to populate the site. Ideas should be directed to the Agency for consideration.

L. Homeland Security

1. Information Sharing

Coordinator continues to distribute relevant information from Department of Homeland Security, Iowa Homeland Security and Emergency Management, the Highway Watch Program, and other credible sources when received by the Agency. Staff is also working with LEIN Region 5 Fusion Center located in the DMPD to foster information sharing relationships among public and private sectors.

VII. Old Business

A. Consolidated Emergency Operations Center

Background: Vorlander sought interest from the Executive Committee in drafting a 28E agreement for a consolidated Emergency Operations Center (EOC) between the Polk County Emergency Management Commission and the City of Des Moines.

Staff Update: Staff is currently researching best practices as well as required and desired capabilities of a functioning EOC. Staff will continue to develop a concept support document under the advice of Commission Members. Other concerns that will be addressed include operational layout options, communications capabilities, and security. Greater consideration will be given to this item following the results of the WMD capability assessment. Commission members should continue to give thought to this concept and be prepared to discuss upon the completion of the capability assessment project. EOC Subcommittee met on November 16, 2005 at the Des Moines EOC and minutes have been distributed. Next meeting schedule for March.

B. All Terrain Vehicle (ATV) Search and Rescue Support Team

Background: An active member of the emergency management and disaster recovery community contacted the Coordinator recently about starting up an ATV Team to support local search and rescue efforts. Similar teams exist across the country and may be used as a model to create one in Polk County/Central Iowa. The Coordinator asked for more information on this possibility.

Staff Recommendation: Through the Coordinator, direct the interested party(s) to draft a proposal for the creation of such a team in Polk County/Central Iowa and report back to the Executive Committee with a feasibility proposal.

Commission Action: Moved by Roe, seconded by Eubank to entertain recommendations for an All Terrain Vehicle Search and Rescue Team. Motion passed unanimously. (July 2005)

C. Preliminary Equipment Priority Summary

Background: Under the 2004 Homeland Security Grant Program, the Commission chose to conduct a Weapons of Mass Destruction Capability Assessment with contracted assistance from Tetra Tech EM, Inc. Tetra Tech as submitted a Preliminary Equipment Priority Summary. This summary will help the Commission identify equipment that can be entered into the State of Iowa's HLSEM

equipment procurement database. HLSEM has requested information be entered into the database to begin procurement as soon as possible. Even though the performance period ends November 30, 2005, they are asking equipment be submitted for bid by August 19, 2005. Approximately \$550,000 remains for equipment purchases.

Staff Recommendation: Discussion of Preliminary Equipment Priority Summary and direct Staff to approach disciplines and jurisdictions to verify prioritized needs.

Commission Action: Directed the Coordinator to submit the preliminary list to the Commission for feedback after staff has meet with Tetra Tech and coordinated due dates with HLSEM.

Update: Presentation and discussion of *Analysis of Polk County Weapons of Mass Destruction and Terrorism Response Capabilities* delivered by Jeremy Kauffman, Tetra Tech EM, Inc.

Commission Discussion: Members generally felt that the PPE and other equipment presented in the recommendation was appropriate, but that this needed to be integrated with training and exercising to be able to use it correctly. Greater attention from law enforcement, public works, and parks and recreation should be paid to Operations level hazmat training. Commission members generally felt there was a large gap between existing expertise of response personnel and the required/desired expertise in the area of hazardous materials, WMD, and specialized operations. Members felt this should be addressed through training tied to equipment supplies.

Commission Action: Moved by Burns, seconded by Holt to move forward with the strategy presented by Tetra Tech and Staff [PowerPoint presentation sent earlier as separate attachment, contact Staff if you did not receive it] and that equipment list be distributed after staff completed the Phase II review. Motion passed unanimously.

Staff Update: Attachment #2 (October 2005 Agenda) contains the recommended equipment purchases that fulfill the concept proposed and endorsed by the Commission at the September Commission meeting.

Commission Action: Moved by Burns, seconded by Vaughn to authorize Staff to confirm purchase of equipment through the HLSEM database as listed in Attachment #2 (October 2005 Agenda). Motion passed unanimously.

Staff Update: Staff continues to work with HLSEM staff to procure the approved equipment. Issues of interoperability continue to be raised by EMA staff. 54 equipment item types have been ordered do date totaling approximately \$175,000. Of those ordered, 17 item types have been received totaling approximately \$15,000.

D. Timing of Commission Chair and Vice Chair Elections

Background: Because of the sequence of elections the potential exists that a Commission Chair or Vice Chair could not be appointed by their jurisdiction to serve as a Commission Member. Holding Commission elections following the general elections would remove uncertainty of Commission membership.

Executive Committee Action: Moved by Vorlander, seconded by Vaughn to recommend an amendment to the By-Laws calling for Commission elections to be held in March, beginning in 2007. Motion passed unanimously.

Commission Action: Moved by Vorlander, seconded by Walters to recommend to the Chair-Elect that the Commission consider amending the By-Laws to call for annual elections held in March beginning in 2007. Motion passed unanimously.

VIII. New Business

A. Des Moines Police Department Homeland Security Proposal

Background: Des Moines Police Chief Bill McCarthy has proposed to launch a regional terrorism task force and is seeking suburban, county, and regional support for this effort.

Executive Committee Action: Moved by Vorlander, seconded by Vaughn to recommend to the Commission that they endorse the concept of a quality WMD/Terrorism/All-Hazards law enforcement response capability. Motion passed unanimously.

Commission Action: Moved by Vorlander, seconded by Walters to table the endorsement of the concept until more information is available for decision making. Motion passed unanimously.

Executive Committee Action: Moved by Vorlander, seconded by Walters to recommend to the Commission that they petition the Iowa Homeland Security Region 1 for funding support of the regional terrorism task force. Motion passed unanimously.

Commission Action: Moved by Vorlander, seconded by Walters to table the Executive Committee's recommendation to petition Region 1 for funding support. Motion passed unanimously.

B. Establish Dates and Times for Executive Committee and Commission Meetings

Background: Chief Burns would like to discuss options and get feedback from the Commission on the most convenient times and dates for future Executive Committee and Commission meetings.

Executive Committee Action: Moved by Vorlander, seconded by Vaughn to recommend Commission meetings be held at 1300 hours on 3rd Wednesday of each month beginning in February 2006.

Commission Action: Moved by Walters, seconded by Roe to continue to hold Executive Committee meetings the 2nd Wednesday of each month at 1100 hours and hold the Commission meetings on the 3rd Wednesday but move the meeting time to 1300 hours. Motion passed unanimously.

IX. Other Business

- A. Vorlander shared with the Commission that effective April 1, 2006; District Chief Joe Giudicessi will assume responsibilities for Special Operations to include Hazardous Materials.
- B. Vorlander has been contacted by Major O'Donnell from DMPD asking that Warren County be advised over MICRN of any Alert IIs. It was the Commission's general feeling that this would be more problematic for fire departments and in the event of a potential aircraft crash in the area, they would be notified. Vorlander will relay that information to Major O'Donnell and also contact Jeff Johnson as the chair of the MICRN committee.

X. Upcoming Events

- A. Commission Meeting – January 18, 1000 Hours – Polk County Communications Center
- B. Region 1 Homeland Security Board – January 26, 1300 Hours – Polk County Communications Center
- C. Executive Committee Meeting – February 8, 1100 Hours – Ankeny Fire Station
- D. Commission Meeting – February 15, 1300 Hours – Polk County Communications Center

XI. Programs/Presentations – none

XII. Adjourn

Executive Committee Action: Adjourned at 1210 hours.

Commission Action: Moved by Walters, seconded by Roe to adjourn at 1130 hours. Motion passed unanimously.

Attachment

#1

Attachment

#2

NOTICE OF PUBLIC HEARING - PROPOSED BUDGET Fiscal Year July 1, 2006 - June 30, 2007	EMERGENCY MANAGEMENT COMMISSION NAME: Polk County Emergency Management Commission
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The Emergency Management Commission of the above-named County will conduct a public hearing on the proposed fiscal year 2006/2007 budget as follows:

Meeting Date: February 15, 2006	Meeting Time: 10:00 AM	Meeting Location: 6023 NE 14th Street, Des Moines, IA 50316
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At the public hearing any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget. This notice represents a summary of the supporting detail of receipts and expenditures on file with the County Coordinator. Copies of the supplemental budget detail will be furnished upon request.

County Coordinator Telephone Number: 515-286-2107	County Coordinator Name: A.J. Mumm
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PROPOSED BUDGET SUMMARY

		Actual FYE June 30, 2005	Estimated FYE June 30, 2006	Proposed FYE June 30, 2007
BEGINNING FUND BALANCE:	1	1,027	1,515,641	140,099
REVENUES:				
County Contribution	2	56,000	62,464	62,464
Other Revenues	3	2,832,245	867,268	458,768
Total Revenues (2+3)	4	2,888,245	929,732	521,232
EXPENDITURES:				
Administration and Operations	5	1,373,631	2,305,274	623,566
Capital Outlays	6	0	0	35,000
Total Expenditures (5+6)	7	1,373,631	2,305,274	658,566
ENDING FUND BALANCE:				
Reserved	8	0	0	0
Unreserved/Designated	9	1,515,641	140,000	0
Unreserved/Undesignated	10	0	99	2,765
Total Ending Fund Balance (8+9+10)	11	1,515,641	140,099	2,765

ADOPTED BUDGET Fiscal Year July 1, 2006 - June 30, 2007	EMERGENCY MANAGEMENT COMMISSION NAME: Polk County Emergency Management Commission
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File **two** copies of the Adopted Budget Summary, **two** copies of the Supplemental Detail, and Proof of Publication with the County Auditor immediately following the public hearing and **by February 28, 2006**.

County Name: Polk	County Number: 77	Date Budget Adopted: February 15, 2006
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ADOPTED BUDGET SUMMARY

		Actual FYE June 30, 2005	Estimated FYE June 30, 2006	Proposed FYE June 30, 2007
BEGINNING FUND BALANCE:	1	1,027	1,515,641	140,099
REVENUES:				
County Contribution	2	56,000	62,464	62,464
Other Revenues	3	2,832,245	867,268	458,768
Total Revenues (2+3)	4	2,888,245	929,732	521,232
EXPENDITURES:				
Administration and Operations	5	1,373,631	2,305,274	623,566
Capital Outlays	6	0	0	35,000
Total Expenditures (5+6)	7	1,373,631	2,305,274	658,566
ENDING FUND BALANCE:				
Reserved	8	0	0	0
Unreserved/Designated	9	1,515,641	140,000	0
Unreserved/Undesignated	10	0	99	2,765
Total Ending Fund Balance (8+9+10)	11	1,515,641	140,099	2,765

The amounts shown on line 7 for FYE June 30, 2007 cannot exceed published estimates and represent maximum authorized expenditures.

CERTIFICATION

To the County Auditor and Board of Supervisors of the above named county, in the State of Iowa: At a meeting of the Emergency Management Commission of the above-named County, on the above-named date, the budget for July 1, 2006 to June 30, 2007 was adopted as summarized above and as contained in the attached supplemental details of revenues and expenditures.

County Coordinator Address: 111 Court Ave., Des Moines, IA 50309	County Coordinator Telephone Number: 515-286-2107
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Chairperson, EMC, Signature of Certification

County Coordinator Signature of Certification

COUNTY AUDITOR'S CERTIFICATION

- The prescribed Notice of Public Hearing and Proposed Budget (Form JDS1) was lawfully published, with said publication being evidenced by verified and filed proof of publication.
- The budget hearing notice was published not less than 10 days, nor more than 20 days prior to the budget hearing.
- Adopted expenditure amounts shown on line 7 for FYE June 30, 2007 do not exceed published amounts.

County Auditor Signature of Certification

**EMERGENCY MANAGEMENT AGENCY
REVENUES DETAIL
Fiscal Year July 1, 2006 - June 30, 2007**

County Name: Polk	County Number: 77
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		Actual FYE June 30, 2005	Estimated FYE June 30, 2006	Proposed FYE June 30, 2007
BEGINNING FUND BALANCE:				
Reserved for Encumbrances	1		0	0
Unreserved/Designated	2		1,515,641	140,000
Unreserved/Undesignated	3	1,027	0	99
TOTAL BEGINNING FUND BALANCE (1+2+3)	4	1,027	1,515,641	140,099
COUNTY CONTRIBUTION:	5	56,000	62,464	62,464
OTHER REVENUES:				
OTHER INTERGOVERNMENTAL:				
Federal Reimbursement	6	2,587,083	550,000	141,500
City (28E Agreements)	7		87,268	87,268
Hazmat Reimbursement	8	200,000	200,000	200,000
	9			
	10			
	11			
	12			
	13			
	14			
	15			
	16			
	17			
	18			
Other	19			
	20			
	21			
	22			
	23			
Subtotal Other Intergovernmental Revenue (6-23)	24	2,787,083	837,268	428,768
CHARGES FOR SERVICES:				
Hazmat responsible party reimbursement	25	44,964	30,000	30,000
	26			
	27			
Subtotal Charges for Services (25 - 27)	28	44,964	30,000	30,000
MISCELLANEOUS REVENUES:				
Contributions & Donations from Private Sources:				
	29	198		
	30			
	31			
	32			
Subtotal Miscellaneous Revenues (29 - 32)	33	198	0	0
TOTAL OTHER REVENUES (24+28+33)	34	2,832,245	867,268	458,768
TOTAL REVENUES: (5+34)	35	2,888,245	929,732	521,232
TOTAL RESOURCES: (4+35)	36	2,889,272	2,445,373	661,331

EMERGENCY MANAGEMENT AGENCY -- EXPENDITURE DETAIL

Fiscal Year July 1, 2006 - June 30, 2007

County Name: Polk	County Number: 77
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ADMINISTRATION & OPERATIONS:		Actual FYE June 30, 2005	Estimated FYE June 30, 2006	Proposed FYE June 30, 2007
Personnel Services:				
Salary	1	83,889	169,000	167,816
	2			
	3			
FICA	4	6,302	12,675	13,345
IPERS	5	4,748	10,075	10,031
Health Insurance	6	5,816	11,700	25,500
Flex Benefits	7	3,128	6,624	6,624
	8			
Subtotal Personnel Service:	(1-8) 9	103,883	210,074	223,316
Commodities:				
MV Fuel	10	891	1,600	2,500
MV Lub Parts and Supplies	11	46	250	600
Office Supplies (outside)	12	240	1,000	3,000
Publications	13	212	500	500
Central Stores Supplies	14	109	100	100
Minor Equip. and Hand Tools	15	35	0	500
Radio, Camera and AV	16	525	1,000	1,000
Uniform and Apparel	17	933	1,000	500
PC Software	18	83	1,000	500
Print Shop Services	19	500	250	250
Travel Training & Education	20	2,737	2,000	2,500
Meetings Supplies	21	17	50	1,000
	22			
	23			
Subtotal Commodities	(10-23) 24	6,328	8,750	12,950
Human Resource Provider Charges:				
	25			
	26			
Subtotal	(25-26) 27	0	0	0

		Actual FYE June 30, 2005	Estimated FYE June 30, 2006	Proposed FYE June 30, 2007
Other Services & Charges				
Misc Lease & Maint. Agreements	28	518		
Postage & Mailing	29	250	800	1,000
Employee Mileage & Subsistence	30		1,500	1,000
Telephone	31	1,538	800	1,000
Cellular Telephone & Service	32	914	900	1,000
Maintenance Agreements	33	766	1,800	2,000
Dues and Memberships	34	180	300	500
R & M Motor Vehicles	35	45	350	700
R & M Equipment	36	65	0	100
	37			
Other Prof. & Tech Services	38	2,000		
Grant Expenses	39	986,608	1,850,000	150,000
	40			
	41			
Hazmat Services	42	270,536	230,000	230,000
	43			
	44			
	45			
Subtotal Other Services & Char	(28-45) 46	1,263,420	2,086,450	387,300
TOTAL ADMINISTRATION & OPERATIONS	(9+24+27+46) 47	1,373,631	2,305,274	623,566
CAPITAL OUTLAYS:				
Office Equipment & Furniture	48			
Radio & Communications Equip.	49			
Audio Visual Equipment	50			
Vehicle Replacement & Addition	51			35,000
	52			
	53			
	54			
TOTAL CAPITAL OUTLAYS	(48-54) 55	0	0	35,000
TOTAL EXPENDITURES	(47+55) 56	1,373,631	2,305,274	658,566
ENDING FUND BALANCE:				
Reserved for Encumbrances	57			
Unreserved/Designated	58	1,515,641	140,000	
Unreserved/Undesignated	59	0	99	2,765
TOTAL ENDING FUND BAL	(57+58+59) 60	1,515,641	140,099	2,765
TOTAL REQUIREMENTS	(56+60) 61	2,889,272	2,445,373	661,331

ENDING FUND BALANCE RESERVED AND DESIGNATED ITEMIZATIONS

Reserved FYE 2005:	
Designated FYE 2005:	grant roll-fwds (difference in FY and grant performance periods)
Reserved FYE 2006:	
Designated FYE 2006:	grant roll-fwds (difference in FY and grant performance periods)
Reserved FYE 2007:	
Designated FYE 2007:	

Budget Summary

Beginning Fund Balance **\$140,099**

Revenues

County Contribution (includes 28E) \$62,464

28E Contributions from Cities \$87,268

Federal Grants \$141,500

Hazmat Contribution from County \$200,000

Hazmat from responsible party \$30,000

Total Resources **\$661,331**

Expenditures

Personnel Services \$223,316

Commodities \$12,950

Other Services and Charges \$7,300

Grant Expenses \$150,000

Hazmat Services \$230,000

Capital Outlay – Additional Vehicle \$35,000

Total Expenditures **\$658,566**

Federal Grants Detail

PDM	\$68,000
HMEP	\$28,500
HSGP	\$10,000
EMPG	<u>\$35,000</u>
Total Federal Grants	\$141,500

Personnel Services Detail

AJ

Salary	\$78,000
Insurance	\$11,500
IPERS	\$4,612
FICA	\$6,136
Flex	<u>\$2,208</u>
Subtotal	\$102,456

Steve

Salary	\$56,167
Insurance	\$13,750
IPERS	\$3,357
FICA	\$4,466
Flex	<u>\$2,208</u>
Subtotal	\$79,948

Peggy

Salary	\$33,649
Insurance	\$250
IPERS	\$2,062
FICA	\$2,743
Flex	<u>\$2,208</u>
Subtotal	\$40,912

Personnel Services Total **\$223,316**