



AGENDA

Polk County
Emergency
Management
Commission

Full Commission

Wed., 18-Feb-2015
1400 Hours

Location: Polk County EOC
1907 Carpenter Ave.
Des Moines, IA 50314

- I. **Call to Order –**
- II. **Roll Call and Introductions**
 - A. **Members** (Members with * are members of the Commission’s Executive Committee)
 - Alleman Des Moines* Pleasant Hill Runnells
 - Altoona Elkhart Polk City Urbandale*
 - Ankeny Grimes* Polk County BOS West Des Moines
 - Bondurant Johnston* Polk County Windsor Heights*
 - Clive Mitchellville Sheriff*
 - B. **Staff–**
 - C. **Guests/Public –**
- III. **Approval of Agenda– Executive Committee Action:** Motion by McDaniel to approve as presented, seconded by TeKippe. Motion passed unanimously.
- IV. **Approval of Previous Meeting Minutes– December 2, 2014 - Executive Committee Action:** Motion by TeKippe to approve as distributed, seconded by McDaniel. Motion passed unanimously.
- V. **Public Hearing – Proposed 2015/2016 Budget**
- VI. **New Business and Action Items**
 - A. **2015/2016 Budget Adoption** – Consideration of the FY 15/16 budget. Proposed budget was presented to Executive Committee for discussion at their January and February meetings as well as at three separate Commission workshops offered on January 22nd. Proposed budget published in Des Moines Register according to public budget requirements. – Attachment #1
 - B. **Emergency Support Function #4: Firefighting** – Annex was distributed for review and comment. Comments integrated and presented for adoption. – Attachment #2 - **Executive Committee Action:** Motion by McDaniel to adopt as distributed, seconded by TeKippe. Motion passed unanimously.
- VII. **Reports**
 - A. **Administration and Finance**
 - 1. **Staff/Personnel –**
 - 2. **Commission By-Laws** – Officer Elections to be held in May - **Executive Committee Discussion:** Chair Krohse will appoint a Nominating Committee Chairperson and two other members to recruit candidates.

3. Grants Management –

a) Iowa Type III Incident Management Team (IMT)

- (1) **2013 Grant Year** - Awarded \$63,000; \$1,780 Expended to date. Training, travel, exercises, equipment to be identified by IMT. Performance period expires in June 2015.
- (2) **2014 Grant Year** - Awarded \$85,413; \$0 Expended to date. Training, travel, exercises, equipment to be identified by IMT. Performance period expires in June 2016.

b) WMD Hazmat (HSGP)

- (1) **2013 Grant Year** - Awarded \$160,000; \$69,413 Expended to date. Training, travel, exercises, equipment to be funded. Performance period expires in June 2015.
- (2) **2014 Grant Year** - Awarded \$121,380; \$0 Expended to date. Training, travel, exercises, equipment to be funded. Performance period expires in June 2016.

c) Emergency Medical System (EMS)

- (1) **2015 Grant Year** – Awarded \$10,363. \$0 Expended or encumbered. CIEMSD identifying projects.

d) Emergency Management Performance Grant (EMPG)

- (1) **2014 Grant Year** – Awarded \$39,000. \$39,000 Expended.

e) Hazardous Materials Emergency Planning (HMEP) Grant

- (1) **2015 Grant year** – Awarded \$6,807 for training. \$0 Expended. Awarded \$15,472 for commodity flow study. \$0 Expended.

B. Hazard Identification, Risk and Capability Assessment

1. **Target Capability Assessment** – Resulted in several All-Regions projects that include: EOC Operations and Planning TEEEX Course; Active Shooter Response Planning Guidance/Template; Wide Area Search Training; and U.S. National Grid System Training.
2. **Regional Resiliency Assessment Program (RRAP)** – Preliminary (pre-nomination) conference call occurred with HSEMD, Department of Homeland Security and Argonne National Laboratory regarding finance/banking/insurance sector assessment in Polk County/Metro Area with Safeguard Iowa Partnership. Next step is to meet with DHS Protective Security Advisory and SIP about workload and likelihood of nomination.

C. Resource Management

1. **Resource Typing** – continue to work with DLAN on updated resource typing matrix.

D. Planning

1. Comprehensive Emergency Plan (CEP)

- a) **ESF #5 – Emergency Management:** Rewrite due October 1, 2015
- b) **ESF #7 – Resource Support:** Rewrite due October 1, 2015
- c) **ESF #10 – Hazardous Materials:** Rewrite due October 1, 2015

2. **EMA Strategic Plan** –process being implemented to connect project management to strategic plan. Discussion at weekly staff meetings. Project management tool being developed by staff.

3. **Multi-jurisdictional Hazard Mitigation Plan** – Adoption resolutions completed. Update requests will occur in 2015.

4. **Active Shooter/Killer Guidance** – Polk County EMA participating with other disciplines and statewide associations to develop guidance on planning for, responding to, and recovering from violent incidents.

5. **Law Enforcement ICS Command Boards** – consider planning and discussion-based exercise or workshop focused on establishment and use of ICS and command board tools by law enforcement; possibly winter of 2014/2015 - **Executive Committee Discussion:** Schedule a workshop(s) to educate and practice using the process and the tools available. Looking at dates in April 2015 to conduct the workshop.

E. Direction, Control, and Coordination –

1. **ICS 402** - EMA will begin planning for a half-day ICS 402 course targeted towards elected and executive officials. Scheduled for 0900-1200 hours March 27th.

F. Damage Assessment –

1. **Damage Assessment Task Force** – Multiphase training program developed that includes: 1) discuss awareness of ESF#3; 2) initial response to wind event and vegetative debris; 3) structural debris; 4) multi-category debris incident such as a flood and dealing with the FEMA public assistance program. Tabletop exercise occurred January 23rd.

G. Communications and Warning

1. **Outdoor Warning Sirens** – Inventory updates and ownership acknowledgement. Review of activation policy indicated no changes needed at this time.

2. **CodeRedNext** – updated software system released. Webinar and on-demand training available through CodeRed.

3. **Statewide Notification System** – Alert Iowa System agreement being pursued as a backup/alternative system. IPAWS training completed by all staff. Application process continues. Commission action requested in May 2015.

4. **911 Service Board** – Budget drafted and adoption consideration upcoming.

H. Operations and Procedures

1. **Ebola Coordination** – Incident Action Plans have been developed, updated, and distributed. Executive Committee sent letter to Iowa Department of Public Health Director requesting consideration of local notification concerns. Response letter received. – Attachment #3 - **Executive Committee Action:** Motion by TeKippe to request the Director draft a letter inviting IDPH to attend an upcoming Commission meeting to discuss, seconded by TeKippe. Motion passed unanimously.

I. Training –

1. **NFPA 1600** - Staff has begun the request process to access funding to host a NFPA 1600 course. Timing will depend on grant process and will likely be in 2015.
2. **ICS 300/400** – Johnston Public Safety Building February 24-27. Class full and waiting list established.
3. **ICS 402 ICS for elected and executive officials** – March 27
4. **G290 PIO Course** – April 17. Unity Point Hospital – Seats filled; register on waiting list.
5. **TEEX MGT 346 EOC Operations and Planning** – September 22-24

J. Exercises

1. **General Mills TTX** – February 20
2. **71st CST Drill** – March 30 – April 3
3. **National Guard Communications Drill** – April 17
4. **State Specialty Team WMD Full Scale** – April 14-15
5. **Social Media Drill** - April
6. **71st CST 5th Army Evaluation Full Scale** – May 14th
7. **Federal Building Exercise** – TBD
8. **Des Moines Airport Full Scale** – August 8
9. **Vigilant Guard** – January 11-15, 2016

K. Public Education and Information –

1. **Des Moines Rotary Club** – Director invited to present to Des Moines Rotary Club on January 22nd at Wakonda Club.
2. **Master Builders of Iowa** – Craft of Crisis Communications presentation on February 25 at their Winter Conference in Altoona.

L. Homeland Security–

VIII. Old Business–

IX. Open Discussion

- A. Executive Committee Discussion:** Members should have awareness of legislation related to E911 funding. See HF 199 and SSB 1131 for details.

X. Upcoming Events

- A. Budget Hearing and Commission Meeting** –February 18th at 1400 hrs. Polk County EOC
B. Executive Committee Meeting – Tues. March 10th at 1100 hrs. Polk County EOC
C. Executive Committee Meeting – Tues. April 7th at 1100 hrs. Polk County EOC
D. Executive Committee Meeting – Tues. May 5th at 1100 hrs. Polk County EOC
E. Commission Meeting –May 20th at 1400 hrs. Polk County EOC

XI. Programs, Presentations, Invited Guests or Speakers – none scheduled

XII. Adjourn



Attachment #1



Attachment #2

Sent as separate attachment



Attachment #3



Iowa Department of Public Health
Promoting and Protecting the Health of Iowans

Gerd W. Clabaugh, MPA

Director

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

January 27, 2015

Chief Jim Krohse
Chairman
Polk County Emergency Management Association
c/o City of Johnston
6373 Merle Hay Road
Johnston, IA 50131

Dear Chief Krohse:

Thank you for writing me back in November regarding the Polk County Emergency Management Commission's thoughts on the release of information to emergency medical services personnel in Polk County regarding the locations of persons under investigation (PUI) for Ebola. While the two of us had a brief, informal discussion on the topic earlier in December, getting a meeting scheduled between Iowa Department of Public Health (IDPH) staff and your commission members has been delayed due to the holidays and scheduling conflicts as of this date. As a result, I wanted to communicate with you on our thinking regarding the commission's request.

As you are aware, the Department has established a monitoring program in concert with Polk County Health Department, and other health departments across Iowa, to regularly monitor PUI health status. With Ebola, onset of more serious illness tends to be slow, therefore regular monitoring gives us the ability to become aware of patient conditions as they worsen and plan a response if and when the time for transportation to a screening or treatment facility may be required. This approach to monitoring and given the progression of the disease, gives us the ability to be very directive in managing an individual's conditions and providing them support well ahead of any serious condition developing. As a result, the likelihood any individual PUI being in the community with a serious Ebola infection is quite low, which effectively contains the risk of infection in the community as well.

As we announced in mid-December, IDPH has engaged with a select group of hospital and EMS partners in the state to provide screening and treatment to PUIs if and when the need arises. In Polk County, these partners are Iowa Methodist Medical Center, Mercy Des Moines, and West Des Moines EMS. We are working with these organizations to ensure the state has access to a reasonable set of resources to manage screening and treatment for individuals with or suspected with Ebola. Along with our public health partners, we have a very strong team capable of both supporting the healthcare needs of a PUI and also ensuring our communities are safe from threat of this virus.

In context of the foregoing, the possibility that any EMS services in Iowa will see a random case of Ebola in the community is quite low. I understand that when information exists among some healthcare providers about a PUI in Polk County, as would be the case when our public health partners are monitoring a PUI case, it is natural to presume that this information may be shared with other healthcare

Ebola provider response system will be activated, and in this case, West Des Moines EMS would be engaged to provide transportation services to one of the facilities designated for either further screening or treatment.

If we were to share information with healthcare providers ahead of the individual requiring services; there are concerns in maintaining confidentiality of that information.

- Confidential information must be maintained among only those persons with a demonstrable need to know per Iowa law. The existing radio dispatch systems and communications system enabling this communication risk violating the confidentiality provisions given that broadcast medium cannot be selectively used to target distribution of information.

The existing public health monitoring measures in place for Ebola have been developed to significantly limit the likelihood anyone in the community will come into contact with a person ill with Ebola. Where someone with an infection is identified, EMS and hospital partners have been specifically identified to be available to respond to and support these individuals. As a result, any PUI in the community will be non-infectious, allowing routine local response to a non-Ebola related healthcare emergency.

Chief, our staff is happy to get together with you and the commission members to discuss this in more detail, if you desire. As I mentioned at the outset, due to delays in getting a meeting set, I thought it prudent to respond to your communication. I'll look forward to hearing from you regarding your desire to meet and discuss this information further.

Sincerely,



Gerd W. Clabaugh
Director

Cc:

✓ AJ Mumm, Polk County EMA Director
Ken Sharp, Division Director
Dr. Patricia Quinlisk, State Medical Director