



POLK COUNTY EMERGENCY MANAGEMENT AGENCY

A.J. MUMM, COORDINATOR

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MINUTES

The Polk County Emergency Management Commission met on Wednesday, June 21, 2006 at 1300 hours at the Polk County Communications Center, 6023 NE 14th Street, Des Moines, Iowa.

I. Call to Order at 1304 hours.

II. Roll Call/Introductions

A. Members

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

Members present: Bein, Burns, Cox, Gray (Alternate), Mathis, Phillips, Roe, Vorlander, Walters, and Whetstone

B. Staff – Mumm, Reelitz, and Sommerlot

C. Public - none

III. Approval of Agenda

Commission Action: Moved by Roe, seconded by Walters to approve the agenda as prepared. Motion passed unanimously.

IV. Invited Guest(s)/Speaker(s) – Steve Holmes from RACOM was invited to answer questions concerning agenda item VII.F. and Attachment #2.

- The purchasing of the radios could possibly be done independently from RACOM, but they still would need to be programmed by RACOM because of the contract Polk County Communications has with RACOM
- VHF and UHF radios in the bid are purchased through existing state contract pricing
- Cabinet is designed for future expansion if necessary
- Interoperability device is not part of current bid, but EMA staff asked that expansion space in the cabinet be part of the bid to allow future expansion
- Because of existing relationship with Polk County Communications and system compatibility issues, only bid sought was through RACOM

V. Approval of Previous Meeting Minutes – May 17, 2006

Commission Action: Moved by Walters, seconded by Whetstone to approve minutes from May meeting as 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. Grant will remain open through a statewide extension until September/October 2006.

Discussion: Staff and Major Len Murray met with HLSEM Administrator David Miller and Program Coordinator Dutch Geisinger about ineffectiveness and inefficiencies of the procurement process. HLSEM staff acknowledged problems and vowed to try to identify and resolve the issues brought forward.

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. Performance period ends 3/31/07. Polk County Emergency Management Commission discretionary funds include: NIMS Implementation (\$10,000), EOC Upgrades (\$11,750), Resource Typing (\$10,000), Public Education (\$2,000), Exercise Support (\$10,000), and General Use (\$10,000). Region 1 received final report from Tetra Tech at its June meeting. Regional contribution of \$150,000 of EOD vehicle is in process.

c. 2005 Pre-Disaster Mitigation (PDM) Grant – Attachment #3

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 committee kickoff meetings are being held and work continues on schedule. Staff currently updating community profiles and will submit drafts to the jurisdictional steering committees.

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. MMRS Mental Health Plan currently being reviewed by ARC, Polk County EMA and Polk County Public Health. Alternate site tabletop exercise to be conducted on June 14, 2006 has been canceled.

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. Approximately \$2,800 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.

Discussion: Coordinator asked that Polk County EMS Association develop a multi-year strategy for utilizing the EMS Systems Development Grant. Lack of strategy has led to ineffective implementation plan regarding training offerings.

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. Award amount is \$32,817.11. This grant will contribute towards personnel expenses and agency equipment needs. 50% local match met by city/county contributions to EMA budget. Grant agreement signed by the Coordinator and the Commission Chair on 3/8/06.

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. The Polk County LEPC received a software demo from IDSiGIS on their web-based Tier II reporting management software at the April LEPC meeting. The LEPC is considering this for their planning project in the 2007 grant application.

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. Runnells remains the only jurisdiction not to sign IMAC. EMA Staff currently collecting contact information for Authorized Representatives and Designated Contacts for each jurisdiction.

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. Resource Typing guidance can be found in FEMA Document 508 Series. Polk County EMA has been asked to sit on an advisory panel with other local and state officials to analyze the merits of a prototype component in WebEOC. Component to be in place summer 2006.

Discussion: Vorlander inquired how the resource typing would be accomplished. Coordinator expressed that the EMA currently doesn't have the capacity to accomplish this project in a timely manner nor the detailed knowledge of resources under the command of the separate jurisdictions and departments across the county. This would require the involvement of resource owners. Vorlander suggested that there be training made available to assure that equipment is typed correctly by the independent entities and that this be consistent with NIMS typing standards.

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 conducted. Sample local resolutions are being 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 lead agency. 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. Coordinator has drafted a planning strategy and has submitted it to the Polk County Public Health Director for comments. This strategy includes comments and discussion at the recent multi-jurisdictional and multi-discipline meeting held at PCPH. The core of the strategy involves fore major steps: 1) identification of functions that will need to be initiated before, during, and after a pandemic; 2) identification of agencies and organizations that carry out those functions and invite these stakeholders to become more deeply involved in the planning process; 3) agencies and organizations must critically examine their ability to carry out those functions given potential restraints such as reduced staff levels, use of required but limited PPE, and other resource

restrictions (essentially a Continuity of Operations planning exercise); and 4) cross check our dependencies on common solutions and each other to identify common points of failure in implementing such a plan.

6. Emergency Management Commission Strategic Plan

Survey and discussion of external threats is planned for June as part of the SWOT analysis.
Postponed due to time constraints.

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. 2006 NIMS Training requirements have been distributed from the NIMS Integration Center. Runnells remains the only jurisdiction not to pass NIMS resolution.

2. Claritus Identification Badge System

EMA Staff has received training from DMFD personnel and has begun designing templates for jurisdictional use.

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. Staff is developing an implementation strategy for presentation to the Commission at the June meeting.

G. Communications and Warning

1. Outdoor Warning Sirens

Staff will begin reviewing outdoor warning siren inventory and updating as necessary. Siren map update draft will be provided to all jurisdictions for their feedback in late April or early May. Staff is working with Camp Dodge Security to make sure activation protocols are consistent. There are no known federal or state grants available for purchasing outdoor warning sirens at this time. Communities interested in purchasing sirens could receive price breaks through group purchases and are encouraged to contact EMA staff if interested. Danko is offering free maintenance training to interested jurisdictions. Contact EMA staff if interested.

2. Code Red Automated Notification System

The Coordinator and the PSAP Directors have been given a demonstration of the Code Red system. It is a computerized notification system that can be used to notify the public or predestinated rosters. Costs are greatly reduced through countywide purchasing. Current discussions among the PSAP Directors and EMA involve ways to structure the purchase in an equitable fashion. The proposal will be presented to the Commission upon completion in May. Staff is working with Camp Dodge on possible partnership.

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 and ICS-100

- a. Elected Officials NIMS training will be scheduled for spring 2006. Coordinator will talk with the MAC to identify viable options.
- b. Interested jurisdictions/disciplines should contact the Agency to schedule training.

J. Exercises

1. Des Moines International Airport Triennial Airport Exercise

To be held September 9, 2006. Exercise Design Team meeting every two weeks.

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 20, 2006. Exercise Design Team meeting monthly.

3. Des Moines Hospital Surge Capacity Exercise

Scheduled for June 14, this exercise has been canceled.

K. Public Education and Information

1. Polk County EMA Web Site

July 11, 2006 meeting has been scheduled to begin web site development and updates.

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 March 22. Pros and cons of 4 options were presented by the Coordinator. Coordinator shared the preliminary discussion that he had with Public Health regarding a joint EOC.

Commission Discussion: Coordinator shared with the Commission that he had a conversation with Polk County Public Health Director Terri Henkels regarding the potential for a joint EOC to be developed at the building at 1900 Carpenter. This space is possibly being vacated by Polk County Supplemental Foods and would make a very suitable location for a countywide EOC. Coordinator will keep the Commission informed of further discussion.

B. 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.

C. 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.

D. Metro Advisory Council (MAC) Homeland Security Subcommittee

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. (January 2006)

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. (January 2006)

Staff Update: Coordinator has been asked to participate in a subcommittee assembled by the Metro Advisory Council and Chaired by City Manager Carl Metzger.

E. By-law Review Committee

Background: Recent discussions around Commission elections and the establishment of the Executive Committee have led to broader questions of the currency of the by-laws. The Executive Committee has raised the idea of establishing a By-Law Review Committee to evaluate the current by-laws and make recommendations for needed changes to the Chair and Executive Committee.

Staff Recommendation: The Chair should appoint a three person subcommittee, assisted by the Coordinator, to review the by-laws and make recommendations to the Chair and Executive Committee for consideration to be taken to the full Commission for ratification by at least a three-fourths majority.

Executive Committee Discussion: The Chair will be appointing a three-person subcommittee to review the by-laws at the March meeting. The Chair will look for volunteers to serve on this subcommittee. He is especially interested in filling this subcommittee with Members that are currently not on other subcommittees. Discussion to take place at March Commission meeting.

Commission Discussion: Chair appointed three members of the Commission to serve on the By-Law Review Sub-Committee and recommend changes to the Commission. The Sub-Committee appointed was Roe (Chair), Arentsen, and Hansen.

Commission Discussion: Sub-Committee Chair Roe provided an overview of updates and changes to the By-Laws. Question raised as to if the Commission members themselves have the authority to ratify the updated By-Laws or if they had to go back to the Jurisdictions for ratification.

Commission Action: Moved by Vorlander, seconded by Roe to request the Coordinator obtain a declaratory ruling from the Polk County Attorney's Office on the Commission's authority to change the by-laws. Motion passed unanimously.

Staff Update: Staff has requested the Attorney's Office provide guidance on ratification procedures.

Discussion: Coordinator advised that if the jurisdictions want to officially ratify through a local resolution that would be fine, but this would not be required to adopt the by-laws. The Commission has the authority to do this.

F. Transportable Radio Cabinet – Attachment #2

Background: Radio communications capabilities are currently limited to mobile applications from the agency vehicle. This base communications weakness/lack of capability was identified by staff as well as by the Commission during the SWOT analysis. Staff requested a no obligation quote from Racom to build and install a transportable radio cabinet for the agency office/EOC. Racom has exclusive rights as vendor for Polk County Communications. This will allow radio communications capabilities with all three PSAPs during special events and disaster operations.

Staff Recommendation: Review and approve Racom proposal as provided in Attachment #2 and fund with 2005 HSGP funding from the EOC upgrade package supplemented by approximately \$2,000 from the agency's Supplies budget.

Commission Discussion: Following a staff presentation of the historical transcript from the Board of Supervisor's voting on awarding the Polk County Communications Center communications system bid and a letter confirming award to RACOM, the Commission requested that Steve Holmes be invited to the June meeting to field questions from Commission members. Was suggested that representatives from Des Moines Fire and Police Dispatch and WestCom be invited as well.

Commission Action (May 2006): Moved by Mathis, seconded by Holt to delay action until invited guests answer additional technical questions. Motion passed unanimously.

Commission Action: Moved by Vorlander, seconded by Walters to approve the purchase of the radio cabinet and request that the invoice be detailed to provide a break down for specific charges related to each radio purchase, programming, and installation. Motion passed unanimously.

Discussion: Roe inquired about the purchase of a WestCom radio. Coordinator explained that a WestCom radio would need to be purchased, but it was not part of the RACOM bid. Roe volunteered to get pricing and dimensions of radio that could be added to the cabinet and work with Steve Holmes of RACOM for details needed. Pricing and purchasing information would be passed along to the Coordinator for procurement with potential grant funding.

VIII. New Business

A. Polk County Fire Chiefs TEAMS Job Aids

Background: The Polk County Fire Chiefs have approached the Commission with a request for funding assistance to produce laminated prompting cards to be placed at each dispatch consol and in each piece of fire apparatus in the county. The funding would also go towards the production of a job training video on the TEAMS and its implementation. Discussion also included finding ways for collaboration with law enforcement on the TEAMS. This project is eligible under 2005 HSGP Region 1 county pass through NIMS implementation funding.

Executive Committee Action: Moved by Whetstone, seconded by Walters to recommend to the Commission approval of funding support in an amount not to exceed \$500 for training tools and job aids to be NIMS compliant. Motion passed unanimously.

Commission Action: Moved by Roe, seconded by Bein to support the funding in an amount not to exceed \$500 for training tools and job aids to be NIMS compliant. Motion passed unanimously.

B. PDM Authorized Representatives

Background: The authorized signatures on the PDM grant are currently A.J. Mumm and Darrel Steven Carlyle. Since Mr. Carlyle is no longer a member of the Commission it has been requested by HLSEM that the authorized representative document be updated.

Commission Action: Moved by Bein, seconded by Phillips to update signatories to include A.J. Mumm, David Burns, and Phillip Vorlander. Motion passed unanimously.

IX. Other Business

A. Meeting Locations – suggestions were made to host the Commission meetings at the Polk County Public Health facility at 1914 Carpenter. Coordinator will discuss this with the Public Health Director and report back to Executive Committee.

Commission Action: Moved by Mathis, seconded by Walters to move Commission meetings to the Public Health Complex in the 1900 block of Carpenter Avenue in Des Moines while giving the Chair the discretion to change the location in the future if he/she sees fit. Motion passed unanimously.

B. Polk County Alternate Representative – John Bein will be retiring from Polk County on July 14. His replacement will be appointed by the Board of Supervisors.

C. Mitchellville Representative – Andy Lent will be resigning his position with the City of Mitchellville on June 14. An appointment will be made as soon as his vacated position is filled.

X. Upcoming Events

- A. Commission Meeting – June 21, 1300 hours – Polk County Communications Center
- B. Hy-Vee Golf Classic – June 22-25 – Hyperion Country Club – Johnston
- C. Des Moines Art Festival – June 23-25 – Downtown River Bridges
- D. National Special Olympics – July 1-8 – Des Moines and Ames
- E. Independence Day Holiday – Offices Closed July 3-4, 2006
- F. RAGBRAI – July 26, 2006

Commission Action: Moved by Vorlander, seconded by Walters to cancel the July Commission meeting due to the Governor's Homeland Security Conference and the Regional Fire Chiefs Conference. Motion passed unanimously.

XI. Programs/Presentations – SWOT Analysis of Strategic Planning Process – External Threats
Postponed

XII. Adjourn
Commission Action: Moved by Roe, seconded by Phillips to adjourn. Motion passed unanimously at 1408 hours.