

Cass County
Emergency Management Advisory Council (EMAC)
Meeting Minutes
6 December 2023

The meeting was held at the Offices of the Cass County Emergency Management Agency, 1227 N State Road 17, Logansport, Indiana and called to order by President Ed Schroder at 7pm.

MEMBERS PRESENT: Jeff Smith, Tracy Williamson, Gary Chambers, Ed Schroder

MEMBERS NOT PRESENT: Mike Deitrich, Wally Bennett, Dan McDonald, Rick Bair, Nick Bowyer, Tim Minnick, Rick Lee, Brady Wiles, Steve Martin, Terry Dixson

STAFF PRESENT: Rocky Buffum

APPROVAL OF MINUTES

Minutes of the previous meeting were reviewed. No action taken due to lack of a quorum.

DIRECTORS REPORTS

INDIANA DEPARTMENT OF HOMELAND SECURITY UPDATES

Most of the previous District 4 meeting, and much of the next one, is dedicated to the Total Solar Eclipse Planning. The event will occur on April 8, 2024 and an extra one million people are expected in Indiana. Potential impacts include all state resources being busy, busies on state radio system, traffic issues, vehicles running out of gas, unavailability of lodging. We had a preliminary local planning meeting with Sheriff Ed Schroder and 911 Director Tara Grigsby. We anticipate more meetings and a tabletop exercise after the first of the year.

GRANTS AND BILLING

As of December 1 we have \$153,212.29 in combined revenue.

Grant revenue is at \$114,705.29. The Emergency Management Performance Grant which we normally get the award letter in January or February was received in November, which will create an artificial bump in 2023 and an artificial dip in 2024.

Billing revenue as of December 1 is at \$38,507.00. Past due items have been referred to the county attorney for collection.

TRAINING AND EXERCISE ACTIVITY

It was a light month for training as we were focused on the staff transition and have entered the holiday season. December will also be a light month.

After the first of the year we will be hitting training hard with HAZMAT Awareness/Operations/Technician, Command and Control of Train Derailments and the Local Emergency Planning Committee Exercise.

FINANCE/BUDGET

Rocky Buffum reports no funds are in the negative however it will be close in several accounts. Some of the remaining funds have been used to purchase uniform items for the new deputy director and safety equipment for when we get stuck on traffic details. We do not yet have our 2024 budget numbers. We are waiting on those numbers before scheduling siren maintenance to see if we can address the non-specification parts currently installed which have been causing some problems.

OLD BUSINESS

ORDINANCE UPDATES

The Burn Ordinance was passed by the Board of Commissioners Monday. The County Council still needs to vote on it. The "Clean Up Ordinance" is in que, which cleans up terminology to reflect updates in state organization and how emergency management is administered in 2023.

MULTI HAZARD MITIGATION PLAN UPDATE

The first planning meeting was held at Ivy Tech Community College Logansport. Indiana University Staff are now compiling information gathered and preparing a draft report for the second meeting. Certified letters were sent to the towns that did not participate to make sure they are aware of the opportunity and potential penalties in disaster assistance if they do not participate. The Towns of Royal Center, Onward and Galveston did not come to the first meeting.

RADIOS

The Memorandum of Understanding to transfer radio equipment from the county to the respective fire departments is still at the county attorney's office. Rocky Buffum met with the attorney on Monday and he indicated Emergency Management has provided all information needed a this time.

ANY OTHER OLD BUSINESS

NA

NEW BUSINESS

BOARD ROSTER UPDATES

Letters were sent for those positions needing reappointment. Greg Hollingsworth will be replacing Brady Wiles as the Emergency Medical Services representative. Terry Dixon sent a letter of resignation which was received today and it has been forwarded on to the Commissioners who appoint that position. We have not been made aware of any other changes at this time.

PROPOSED MEETING DATES FOR 2024

Meeting dates, if we continue the current patter of the first Wednesday at 7, would be: January 3, February 7, March 6, April 3, May 1, June 5, July 3, August 7, September 4, October 2, November 6, December 4.

It was the consensus of those present we should hold the current meeting patter. Staff will arrange publication.

DEPUTY DIRECTOR POSITION

Ed Schroder, Nick Bowyer and Jeff Smith assisted Rocky Buffum with interviewing of candidates. Seven applications were received, four selected for interview and one final candidate selected.

Shelby Roller accepted the position Monday and will start full time after the first of the year. She has a Bachelors degree in Criminal Justice, and masters degrees in Homeland Security and Emergency Management. She is a Pioneer High School Graduate and currently works in Superior Court 2.

ANY OTHER NEW BUSINESS

NA

CLAIMS REVIEW/APPROVAL

Claims were reviewed in the amount of \$3,836.90. No action taken due to lack of a quorum.

BOARD QUESTIONS/COMMENTS

NA

PUBLIC QUESTIONS AND COMMENTS

NA

NEXT MEETING January 3, 7pm.

ADJOURNMENT

A motion to adjourn was made by Gary Chambers, which was seconded by Tracy Williamson. Motion carried unanimously.

Respectfully submitted,

Rocky Buffum