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**DES MOINES COUNTY**  
**EMERGENCY MANAGEMENT COMMISSION**  
Meeting Minutes, Meeting Number #25-02  
Tuesday, February 12, 2025, 5:00 PM

*Roll call:*

X	Chair / BOS Chair Tom Broeker	Board of Supervisors
	BOS Shane McCampbell	Board of Supervisors
X	Vice Chair / Kevin Glendening	Sheriff
		Sheriff - Alternate
x	Mayor Jon Billups	Burlington
	Mayor Pro-Tem Lynda Graham-Murray	Burlington - Alternate
	Mayor Jerry Strause	Danville
	Council Member Joe Huff	Danville - Alternate
X (virtual)	Council Member Vollie Rifner	Mediapolis
X (virtual)	Mediapolis EMA Ray Wilson	Mediapolis - Alternate
x	Mayor Stephanie Gerst	Middletown
		Middletown - Alternate
	Mayor Ron Teater	West Burlington
	City Administrator Gregg Mandsager	West Burlington

*(Need 4 attendees for ½)*

*Staff:*

X	Shannon Prado, Coordinator	EMA

*Other attendees:*

Chief Jesse Logan
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**I. Opening Protocol**

- a. *Call to Order:* The meeting was called to order by Chair Broker at 5:14 PM.
- b. *Approval of Agenda.* Motioned by Vice Chair Sheriff Kevin Glendening, seconded by Mayor Jon Billups.
- c. *Consideration of Minutes from January 2, 2025: Meeting #25-01:* Motioned by Vice Chair Sheriff Glendening, seconded by Mayor Jon Billups. *Motion passed.*

**II. Public Budget Hearing for 2025-2026 Budget- 5:00 PM**

- a. Call to order- Discussion/Action Motioned by Mayor Jon Billups, seconded by Vice Chair Sheriff Kevin Glendening. *Motion Passed.*
- b. Public Comment- No public comment

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- c. Close Public Hearing- Discussion/Action. Motioned to close public hearing by Chair Broeker, seconded by Vice Chair Sheriff Kevin Glendening. *Motion Passed.*
- d. Budget Discussion- There was discussion on a few items on the budget- First, it salary was discussed. It was proposed by Vice Chair Sheriff Kevin Glendening to provide a 5% salary increase for the FY26 budget siting cost of living increase and aligning with comprable wages of EMA's with similar county sizes around the state. Second, Chair Broeker discussed that the Sheriff's department has a 4-wheel drive vehicle that EMA could have in lieu of purchasing one- therefore, we could remove \$10,000.00 from the vehicle budget. Third, the \$1500.00 for office equipment and furniature could be removed due to another department providing new office equipment. Lastly, the actual cost of family health insurance for FY26 is \$21,552.00 which is a difference of -1,328.00.

-\$10,000.00	Vehicle budget
-\$1,500.00	Office Equipment
-\$1,328.00	Health Insurance
+	Increase salary by 5%
+	Changes to FICA/IPERS due to salary increase

Once a new vehicle is received from the Sheriff's department- EMA can then list vehicle on Gov Deals for county to recoup the costs. Chair Broeker advised EMA to speak with the county budget director in the morning to ensure that budget is submitted correctly.

The budget was accepted with the changes discussed. It was motioned by Mayor Ron Teater, seconded by Mayor Jon Billups. *Motion Passed.*

III. Old Business – DESCOM

- a. Other:
  - i. \_\_\_\_\_

IV. Old Business – EMA

- a. Other:
  - i. \_\_\_\_\_

V. New Business – DESCOM

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- a. Other:
  - i. \_\_\_\_\_
- b. Public Comment

VI. New Business- EMA

- a. Federal Grant Status (BRIC/EMPG Grant Funding)- Discussion
  - i. EMA discussed federal grant pause and effect it will have on EMA budget. EMA expressed concern for timeline/cost of BRIC funding in relevance to the Hazard Mitigation Plan Update. EMA discussed potential county-wide impacts IF the Hazard Mitigation Plan is not in compliance.
  - ii. EMA did give options for costs to the commission for upgrade. Rather than wait for BRIC funding for grant- we could go through an independent contractor to write Hazard Mitigation Grant update. Mayor Ron Teater asked for cost/timeline for the independent contractor to complete the Hazard Mitigation Plan.
  - iii. EMA also gave another option for sirens- Clinton County will be removing their fairly new sirens system and we could potentially purchase their sirens.
- b. Request for Letter of Support
  - i. It was discussed that EMA would let the Commission know when there are requests for letters of support but EMA can use her own discretion on letters.

VII. Adjournment

- a. Items for Next Meeting Agenda
- b. Next Meeting Date- TBD EMA will need to have a budget amendment hearing for FY25.
- c. Adjourn- 6:07 PM- Motioned by Mayor Jon Billups, seconded by Mayor Ron Teater.

VIII.