

Union County Emergency Management Commission

Meeting Minutes – November 11, 2008 @ 5:30 PM

I. Call to order

Gary Clear, Chairperson called to order the regular meeting of the **Union County Emergency Management Commission** at **6:03 PM** on **November 11, 2008** in **208 W. Taylor St., Creston, IA**. Quorum was determined by sign in. The following persons were present: Gary Clear, representing the City of Afton; Gene Dunfee, representing the City of Arispe; Duane Adamson, representing the City of Cromwell; Terry Gilbert, representing the City of Shannon City; and Mike King, representing Union County Board of Supervisors. Absent: Sheriff Rick Piel, Union County; Loyal Winborn, representing the City of Creston; Melvin Davis, representing the City of Lorimor; Mike Ward, representing the City of Thayer.

II. Approval of minutes from last meeting

Motion made by Terry Gilbert and seconded by Gene Dunfee to approve the minutes of the September meeting. All present voting aye.

III. Claims

Claims were submitted for approval.

- A. Jo Duckworth (US Cellular Bill: Pd on 11-05-08 – (\$91.28)
- B. Alliant Energy (\$300.00)
- C. Health Insurance (\$1268.00)
- D. Iowa Telecom (\$136.30)
- E. ISSB (\$640.32) (\$563.27 to be reimbursed by Region IV)
- F. Medicom (\$50.95)
- G. Muffler's Plus (\$300.80)
- H. IEMA Membership Dues (\$100)
- I. ISPI (9-1-1 signage materials) (\$485.21)

Motion made by Duane Adamson to approve claims, seconded by Gene Dunfee. All present voting aye.

IV. New business – Coordinator's Report

- a) CodeRED implementation and training is completed, Development of Standard Operating Procedures will be completed with Union County LEC Communications Department for Commission approval at December meeting.
- b) Commission updated on meetings and training schedule
- c) Travel request approved for out of state training at Dept. of Homeland Security Expense through the Emergency Management Institute – Motion made by Mike King and seconded by Terry Gilbert.
- d) Duckworth was appointed to the State E-911 Board as an Emergency Management Representative Alternate by the Iowa Emergency Management Association.

A Motion made by Mike King to adjourn the meeting at 6:30 PM, seconded by Gene Dunfee. All present voting aye.

Minutes submitted by: Jo Anne Duckworth