

Polk County

Emergency Management Commission



Monthly Executive Committee Meeting

AGENDA

June 9, 2026

Meeting Time: **7:30am**

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

Zoom Recording: **NA**

Agenda Distributed On: **May 29, 2026**

I. Call to Order -**II. Roll Call and Introductions -****A. Members - 2026 Appointments (E=Elected, A=Appointed, *Exec Comm Member)**

E	A	Jurisdiction
		Alleman
		Altoona*
		Ankeny*
		Bondurant
		Clive
		Des Moines
		Elkhart
		Grimes
		Johnston*

E	A	Jurisdiction
		Mitchellville
		Pleasant Hill
		Polk City
		Polk County BoS
		Polk Co Sheriff (Acting Chair)*
		Runnells
		Urbandale
		West Des Moines
		Windsor Heights

B. Staff - Bios

	Geisinger, Dutch
	Kacer, Laura
	McIntyre, Brett
	Mumm, A.J.

	Nordmeyer, Patty
	Stufflebeam, Cameron
	Tazzioli, Lynn

C. Guests and Public -**III. Approval of Agenda -****IV. Approval of Previous Meeting Minutes - May 20, 2026****V. Presentations - None scheduled****VI. New Business and Action Items****VII. Unfinished Business**

A. The Authority - The Authority Workgroup recognized by the Commission has been asked to draft documents, budget and recommendations to formalize relationships and responsibilities related to regional CAD use in Central Iowa. Recurring meetings have been scheduled for the 3rd Thursday of each month at 2pm.

VIII. Legislative Updates

- A. [SF 2472](#) - The recent property tax reform bill passed by the Iowa Legislature places a 3% cap on annual revenue growth for emergency management commission budgets. This applies only to the local property tax portion of the budget. Federal and state grants are not calculated as part of this cap. This is part of a broader effort to cap local government revenue growth, which is set at 2% for most cities and counties.

IX. Program Reports from Staff -

A. Administration and Finance

1. Personnel

- a) **Director's Position Description** - The Executive Committee recently approved an amendment to the [Director's job description](#). It has been submitted to Polk County HR Dept with a request to approve at the County-level.
- b) **Performance Evaluations** - available upon request
- c) **Duty Officer Flex Schedule Proposal** - Director is proposing that duty officers may use up to 4 hours of flex time after each duty officer shift. The flexed time would not be "banked" beyond the pay period. The five assigned duty officers (exempt employees) work approximately 1 week-long shift per month. Partial shifts can be prorated. The director is seeking the Executive Committee's input and support before possible implementation in July.
- Executive Committee Discussion:** Committee members support the concept and have asked for the Director to [draft a policy or guidance document](#) to better ensure compliance and consistent application.

2. Bylaws - [Link](#)

3. Budget

- a) **FY2026 (Current)** - Monthly report as of May 31, 2026 (TBD). Early projections indicate the agency should finish the fiscal year with a positive balance of approximately \$26k (roughly 2% of approved budget). Any unspent funding rolls over within the Commission's budget and will be applied to designated reserves or resources for future fiscal years.

4. 28E Agreement

- a) **FY2026** - Final year of current agreement. All invoices have been paid for current FY.

5. Grants

- a) **Emergency Management Performance Grant (EMPG)** - \$39,000 annually
- b) **State Homeland Security Grant Program (SHSGP)** - Notice of Interest (NOI) were accepted and approved for 2 applications submitted by EMA. They include a counter-drone program scoping grant and a grant to purchase barrier gate system components for the Iowa State Fairgrounds. The video fusion project application was declined by HSEMD.
- c) **Hazard Mitigation Grants** - monitoring for NOI opportunities
- d) **Hazardous Materials Planning Grant** - Application submitted January 8, 2026.

B. Hazard Identification/Risk/Capability Assessment - 2024-2029 Version**C. Resource Management**

1. **Resource Typing** - 2026 update requests to be initiated in May.
2. **EM Resource** - Pilot project underway among Metro Hospitals to enhance data sharing regarding capacities; PSAPs will have access to this as well
3. **Vehicle Barrier Systems** -
 - a) Requests for 8 special events on the calendar
 - b) Staff will develop training program to include videos to support the training and continue with train-the-trainer efforts

D. Planning

1. **Hazard Mitigation Plan** - Compliant 2024-2029. Annual review required. Can be updated as needed. Currently in discussion with Dallas County EMA to consider the viability of doing a multi-county/regional planning effort in 2028.
2. **Comprehensive Emergency Plan**
3. **Recovery Plan** -
 - a) **Disaster Recovery Fund (DRF)** - refreshing MOA and guidelines
 - b) **RSF Housing (2026)**
 - c) **RSF Health and Social Services (2026)**
4. **Strategic Planning** - Staff workshop occurred late December. Deputy Director currently drafting with ongoing comments from staff.
5. **Joint Event Action Planning (JEAP)**
 - a) **CelebrAsian** - Iowa Asian Alliance - Western Gateway Park - May 22-23, 2026
 - b) **Des Moines Arts Festival** - Western Gateway Park - June 26-28, 2026
 - c) **Iowa State Fair** - August 13-23, 2026
 - d) **Iowa Air Show: Fields of Thunder** - DSM Airport - May 8-9, 2027
 - e) **USA Triathlon** - Gray's Lake/Waterworks Park - August 6-8, 2027

E. Direction, Control and Coordination**F. Damage Assessment**

1. **Initial Damage and Impact Assessment** - Updated to integrate the [Community Lifelines](#) - survey to be developed and sent to jurisdictions to complete early in the disaster assessment process

G. Communications and Warning

1. **911 Service Board Updates**
 - a) **Full Service Board Meeting**: May 20, 2026
 - b) **Governance Structure Considerations** - evaluating a 28E agreement structure for creating and funding regional public safety communications (Iowa Code [29C.9.6](#); [29C.17.4](#) and [34A.3.3-4](#)). Discussion continues but decisive action tabled until SF 2458 status is clearer.
2. **CAD-to-CAD Project**
 - a) **Authority** - see Unfinished Business
 - b) **Operations SubCommittee** - meeting weekly on call-type synchronization and testing to enable east and west pilot areas

- c) **Technical SubCommittee** - meeting weekly for testing
 - d) **Policy and Budget SubCommittee** - draft budget created; recently met on May 4th; no further action at this time
- 3. **PSAP Advisory Committee**
 - a) **Polk County / Alert Iowa** - used regularly for urgent incidents and planned events. 263 additional registrations on the public safety opt-in list in the past month.
- 4. **Metro Interop Committee**
 - a) **Regional Interoperable Communications Plan (RICP)** - on hold pending other priorities
 - b) **Planned Event Comms Plans (ICS 205s)** - See Planning - JEAPs
 - c) **CMED transition to IMED** - VHF to ISICS transition project with PSAPs, hospitals and EMS involved due to MCI communications needs
- 5. **Outdoor Warning Sirens -**
 - a) **Outdoor Warning Sirens** - staff worked with PSAP Directors and interested stakeholders to refine the testing determination process by including specific and objective criteria. Consideration was also given to moving the regular monthly testing day to the first Wednesday of the month at 1100 hours to align with other forms of alert/notification testing such as the NOAA Weather Alert Radio by the NWS. Draft policy presented for Commission's feedback with expected action to be taken in August 2026.
Executive Committee Action: Motion by Altoona, seconded by Ankeny to recommend approval of the siren testing criteria and the changes to align with NOAA/NWS testing on the first Wednesday of the month.

H. Operations and Procedures

- 1. **Responses (2026)** - January - 10; February - 13; March - 8; April - 11; 2026 Total thru April: 42
- 2. **Recent Noteworthy Responses:**
- 3. **Field Operations Guide (FOG)** - periodic updates as needed
- 4. **Active Threat Work Group (ATWG)** - functional training modules (staging, forward command, comms, MCI) are being development to encourage uniform training across the Metro Area
- 5. **Counter-Drone Capabilities** - emerging need for counter-drone technology. Includes needs related to policy/laws, technology, and training. EMA working with PLEXA small group members on grant applications under SHSGP.

I. Training

- 1. **Recent**
 - a) Warning Coordination - March 19-20, 2026
 - b) Storm Spotter Class - March 26
 - c) Vehicle Barrier Kit Deployment Training - Spring 2026
- 2. **Upcoming - Training Web Site**
 - a) ICS 191 - ICS/EOC Interface - May 22, 2026
 - b) Active Threat Train The Trainer - June 15, 2026
 - c) ICS 300/400 - Fall 2026
 - d) TEEX MGT 346 EOC Operations and Planning for All-Hazards - Fall 2026

3. **Monthly Lunch and Learn Series**
 - a) JAN - Annual Partnership Mtg January 27 and 28
 - b) FEB - United Way 211
 - c) MAR - Storm Spotter Class - NWS
 - d) APR - Joint Event Action Planning
 - e) MAY - Insurance Gaps After Disaster
 - f) JUNE - Marshall County Legionnaires & Cooling Towers
 4. **Other**
 - a) **National Qualifications System (NQS)** - completed
 - b) **Continuing Education Requirements** -
 - (1) agency staff have completed 139.25 hours of training for FY2026
 - (2) 4 of 5 members have completed state minimum 24 hours (due 6/30/26)
 - c) **Comprehensive Training Program** - under development; updated Integrated Preparedness Plan scheduled early 2026
 - d) **Iowa State University National Science Foundation** Grant for developing a first-person online game for first responder and emergency management training. Polk County EMA is providing significant guidance and direction for public safety and emergency management applications.
- J. Exercises**
1. **Recent**
 - a) Multi-Year Training and Exercise Workshop – January 20
 - b) Ankeny PD In-Service TTX - February x5
 - c) Clive Flood TTX - February 10
 - d) Clive Damage Assessment - February 13
 - e) Central Iowa Waterworks Regional Coordination Workshop – Feb 19
 - f) Windsor Heights Flood TTX - March 3
 - g) Iowa State Fair DOC – March 26
 - h) Hospital Water Quality Preparedness Workshop – April 29
 - i) Public Health Service Area 1A Surge Tabletop Exercise – April 30
 2. **Upcoming**
 - a) DSM Airport Triennial Full-Scale - April 14, 2027
 3. **Other**
- K. Public Education and Outreach**
1. **Recent**
 - a) Annual Partnership Mtgs- January 27 & 28 - 143 attendees
 - b) AHEPA Senior Living Apartment Severe Weather Safety – March 29
 - c) Arbordale Senior Living Apartment Severe Weather Safety – April 17
 2. **Upcoming**
 - a) Ankeny Public Safety Picnic - May 14
 3. **Regular Attendance by Staff Members**
 - a) Central Iowa EMS Directors (CIEMSD)
 - b) Polk County Fire Chiefs Association (PCFCA)
 - c) Polk County Law Enforcement Executives Association (PLEXA)
 - d) Metro Media Council
 - e) Polk County Public Works and Building Officials

L. Homeland Security

1. [FEMA Review Council](#) - Released on May 7, 2026, the FEMA Review Council's final report proposes sweeping changes to shift disaster responsibility from federal to state/local levels. Key recommendations include raising disaster declaration thresholds by 50%, replacing reimbursement systems with faster direct payments to states, limiting housing aid to uninhabitable homes, and strengthening the National Flood Insurance Program (NFIP) through private market transitions. Implementation processes and timelines are unknown at this time. [Report Link](#)

X. Open Discussion -

- XI. Public Comments** - members of the public may share their opinions, concerns or questions directly with the Commission -

XII. Upcoming Meeting Schedule**A. Full Commission** (start time 2:00pm)

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| 1. February 18, 2026 | 3. August 19, 2026 |
| 2. May 20, 2026 | 4. November 18, 2026 |

B. Executive Committee (start time 7:30am)

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| 1. January 13, 2026 | 6. June 9, 2026 |
| 2. February 10, 2026 | 7. August 11, 2026 |
| 3. March 17, 2026 | 8. September 8, 2026 |
| 4. April 7, 2026 | 9. November 10, 2026 |
| 5. May 12, 2026 | 10. December 8, 2026 |

XIII. Adjournment -