

Polk County

Emergency Management Commission



Monthly Executive Committee Meeting

MINUTES

August 11, 2026

Meeting Time: 7:30am

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

Zoom Recording: NA

Minutes Distributed On: NA

I. **Call to Order** - 733 hoursII. **Roll Call and Introductions** -A. **Members** - 2026 Appointments (E=Elected, A=Appointed, *Exec Comm Member)

E	A	Jurisdiction
		Alleman
	✓	Altoona (Chairperson)*
	✓	Ankeny*
		Bondurant
		Clive
	✓	Des Moines*
		Elkhart
		Grimes
	✓	Johnston*

E	A	Jurisdiction
		Mitchellville
		Pleasant Hill
		Polk City
		Polk County BoS
✓		Polk Co Sheriff (Vice 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** - none

III. **Approval of Agenda** - **Executive Committee Action:** Motion by Des Moines to approve agenda as presented, seconded by Ankeny. The motion passed unanimously.

IV. **Approval of Previous Meeting Minutes** - June 9, 2026 **Executive Committee Action:** Motion by Des Moines to approve minutes as distributed, seconded by Ankeny. The motion passed unanimously.

V. **Presentations** - Authority Workgroup Recommendations - Video - **Executive Committee Discussion:** Discussion occurred around the merits of the recommendations and the steps to take to advance the conversations. Outcome was to ask the Director to invite “superstakeholders” to discuss this proposal with the Executive Committee. Invitees will include Des Moines City Manager, County Administrator, Westcom Policy Committee Chair and West Des Moines City Manager/Westcom fiscal agent.

VI. New Business and Action Items

- A. Outdoor Warning Siren Activation Policy** - 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. **Additional Discussion 6/9:** 911 Service Board informally requested consideration of adding siren activation for "considerable" and "destructive" tags on Severe Thunderstorm Warnings. "Considerable" would include 70mph winds and 1.75" hail. "Destruction" would include 80mph winds and 2.75" hail. Current criteria would indicate the sirens would already be activated based on the 70 mph wind threshold. The addition would be for hail. The Executive Committee expressed their lack of support for this addition due to the limited benefits associated with the possible complications it might create for dispatchers to monitor the additional details of the warning tags. The Executive Committee chose not to alter their original decision in May. **Staff Recommendation:** Approve as presented without the considerable and destructive tags. Title the policy as the Dallas-Polk Regional Outdoor Warning Siren Policy. **Executive Committee Action:** Motion by Ankeny, seconded by Johnston to recommend approval to the full Commission. The motion passed unanimously.
- B. Alert Iowa Operations and Procedures Plan** (Dallas and Polk County) - provides detail on how the Dallas County Emergency Management Agency (EMA) and Polk County EMA will utilize and operate the statewide emergency messaging and mass notification system, known as Alert Iowa, for distributing alerts, warnings, and notifications (AWN) to the public for a threat or an impending or occurring emergency or disaster. **Staff Recommendation:** Approve as presented. **Executive Committee Action:** Motion by Johnston, seconded by Polk County Sheriff to recommend approval to the full Commission. The motion passed unanimously.
- C. Countywide Hazard Mitigation Plan** - Update amendments for Bondurant, Des Moines, Pleasant Hill, Polk City, West Des Moines and Windsor Heights. **Staff Recommendation:** Approve as submitted by the above named jurisdictions. **Executive Committee Action:** Motion by Polk County Sheriff, seconded by Ankeny to recommend approval to the full Commission. The motion passed unanimously.

VII. Unfinished Business

- A. The Authority** - The Authority Workgroup has completed its requested taskings from the Commission that were made and approved by the Commission in August of 2023. See the presentation of these recommendations in the video above.

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. Clarifying questions have been submitted to the Iowa HSEMD and the Iowa Dept of Management.

IX. Program Reports from Staff -

A. Administration and Finance

1. Personnel

- a) **Mandatory Open Meetings and Public Records Training** - In accordance with Iowa Code Chapter 21.12, all newly elected or appointed members of the Polk County Emergency Management Commission must complete mandatory training on Iowa's open meetings and open records laws. This one- to two-hour training must be completed within 90 days of taking office or assuming official duties. Upon completion, a certificate from an approved provider (such as the Iowa Public Information Board) detailing the official's name, governmental body, and completion date must be submitted to the Commission to be kept on file for public inspection.
- 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.
- Executive Committee Action:** Motion by Polk County Sheriff, seconded by Ankeny to approve. The motion passed unanimously.

2. Bylaws - [Link](#) - No changes

3. Budget

- a) **FY2026** - Past - **Tentative** close out of FY2026: Beginning fund balance \$471,794. Revenue of \$1,122,505. Expenses of \$1,151,783. Revenue minus expenses of -\$29,278. Ending fund balance of \$442,516. Note: \$39,000 of federal EMPG grant not received during the fiscal year as expected due to federal and state programmatic delays.
- b) **FY2027** - Current - [Monthly report as of 7/31/2026](#)
- c) **FY 2028** - Future - 3% cap applies to local property tax portion. Clarifying questions submitted to the state. Pending responses.

4. 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 were 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 several 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) **AAU Junior Olympic Games** - Drake/RecPlex/Grimes/YMCA - July 27-Aug 8
 - b) **Iowa State Fair** - August 13-23, 2026
 - c) **Iowa Air Show: Fields of Thunder** - DSM Airport - May 8-9, 2027
 - d) **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**: August 19, 2026
 - b) **Governance Structure Considerations** - See Authority Discussion
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;
- e) **PSAP Advisory Committee**
- f) **Polk County / Alert Iowa** - program sync with Dallas County
- 3. **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
- 4. **Outdoor Warning Sirens** -
 - a) **Outdoor Warning Sirens** - See new business

H. Operations and Procedures

- 1. **Responses (2026)** - January - 10; February - 13; March - 8; April - 11; 2026 Total thru April: 42
- 2. **Recent Noteworthy Responses: July 2-3 Flash Flooding**
 - a) AAR
 - b) Presidential Declaration Request Status
 - c) Unmet Needs Requests
- 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 developed to encourage uniform training across the Metro Area. Training and Exercise week occurred in Grimes with PCSO and JGMFD.
- 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**
- 2. **Upcoming - Training Web Site**
 - a) ICS 300/400 – Fall 2026
 - b) 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
 - g) JULY - Off
 - h) AUG - Pending
- 4. **Other**

- a) **Comprehensive Training Program** - under development; updated Integrated Preparedness Plan scheduled early 2026
- b) **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)
- 2. **Upcoming**
 - a) DSM Airport Triennial Full-Scale - April 14, 2027
- 3. **Other**

K. Public Education and Outreach

- 1. **Recent**
 - a)
- 2. **Upcoming**
 - a)
- 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 - none

XI. Public Comments - members of the public may share their opinions, concerns or questions directly with the Commission - none

XII. Upcoming Meeting Schedule

A. Full Commission (start time 2:00pm)

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

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

- | | |
|--------------------------------------|-----------------------------------|
| 1. January 13, 2026 | 3. March 17, 2026 |
| 2. February 10, 2026 | 4. April 7, 2026 |

5. [May 12, 2026](#)
6. [June 9, 2026](#)
7. August 11, 2026

8. September 8, 2026
9. November 10, 2026
10. December 8, 2026

XIII. Adjournment - Executive Committee Action: Motion by Polk County Sheriff, seconded by Johnston to adjourn. The motion passed unanimously at 0923 hours.