



AGENDA

Polk County
Emergency
Management
Commission

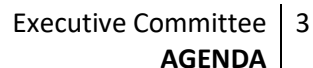
Executive Committee

Meeting Date/Time:
TUE 10-DEC-2024
0730 Hours

Location:
Polk County EOC
1907 Carpenter Ave.
Des Moines, Iowa 50314

Distributed on: 4-DEC-24

- I. Call to Order –
- II. Roll Call and Introductions –
 - A. Members (*Member of the Commission’s Executive Committee)
 - ☐ Alleman ☐ Des Moines* (C) ☐ Pleasant Hill ☐ Runnells
 - ☐ Altoona* ☐ Elkhart ☐ Polk City ☐ Urbandale
 - ☐ Ankeny (zoom) ☐ Grimes ☐ Polk County BOS ☐ West Des Moines*
 - ☐ Bondurant ☐ Johnston* ☐ Polk County ☐ Windsor Heights
 - ☐ Clive ☐ Mitchellville ☐ Sheriff* (VC)
 - B. Staff –
 - C. Guests/Public –
- III. Approval of Agenda –
- IV. Approval of Previous Meeting Minutes– Commission Meeting 20-NOV-2024 [Draft Minutes](#)
- V. Public Comments – Members of the public may share their opinions, concerns or questions directly with the Commission.
- VI. Programs, Presentations, Invited Guests or Speakers – None Scheduled
- VII. New Business and Action Items – None
- VIII. Unfinished Business –
- IX. **A. Intergovernmental Agreement forming the Authority -**
Reports and Discussion –
 - A. Administration and Finance
 - 1. Staff/Personnel:
 - a) Employee Evaluations Due by end of year: Kacer, Nordmeyer and Geisinger
 - 2. Commission By-Laws
 - a) 2025 Appointment notifications will be sent in early January
 - b) Discussion regarding timing of appointments. Calendar year vs. Fiscal year.
 - 3. Budget:
 - 4. 28E Agreement for Funding of Emergency Management Administration
 - 5. Grants Management –
 - B. Hazard Identification, Risk and Capability Assessment –
 - C. Resource Management
 - D. Planning
 - 1. Comprehensive Emergency Plan (CEP) EMA Strategic Plan
 - 2. Multi-jurisdictional Hazard Mitigation Plan –
 - 3. Active Threat Working Group –



4. Planned Special Events –
- a) Ironman 70.3 – 8-JUNE-2025
 - b) Capital City Pride Festival – 6-8-JUNE-2025
 - c) Iowa State Fair – 7-17-AUG-2025
- E. Direction, Control, and Coordination –
- F. Damage Assessment –
- G. Communications and Warning
- 1. 911 Service Board Updates –
 - a) EM Commission Acting as 911 Service Board –
 - b) CAD to CAD Project –
 - 2. PSAP Advisory Committee –
 - 3. Metro Interoperability Committee –
 - 4. Outdoor Warning Sirens –
- H. Operations and Procedures
- I. Training – see [Polk Co EMA training web site](#) for more information
- J. Exercises –
- K. Public Education, Outreach and Information –
- L. Homeland Security –
- X. Open Discussion –
- XI. Upcoming Meetings:
- A. 2024 Full Commission Meetings: Start Time 2:00 pm
- | | |
|------------------------|------------------------|
| February 21 | August 21 |
| May 15 | November 20 |
- B. 2024 Executive Committee Meetings: Start Time 7:30 am
- | | | | |
|------------------------|---------------------|----------------------|-------------------------|
| January 9 | March 12 | May 7 | September 10 |
| February 13 | April 9 | June 11 | November 12 |
| | | August 13 | December 10 |
- C. 2025 Dates:
- 1. Full Commission Meetings: February 19, May 21, August 20 and November 19

2. **Executive Committee:** January 7, February 11, March 11, April 8, May 13, June 10, August 12, September 9, November 12 (Wed), December 9

XII. Adjourn -