Board members in attendance: Laura Armstrong, City Council; Deb Hadcock, County Commission; Karl Jegeris, Rapid City Police Chief; Chad Lewis, City Council; Gary Sortland, Fire Service Board
Others in attendance: Pepper Massey; Alexa White, Deputy Director; Dustin Willett, Director

I. MEETING CALL TO ORDER: The meeting was called to order at 9:04am by Gary Sortland.

II. PUBLIC COMMENTS: Nothing brought forth.

III. APPROVE AGENDA: Motion to approve 11 October 2019 agenda. Motion carried.

IV. APPROVE MINUTES: Motion to approve 12 July 2019 meeting. Motion carried.

V. OLD BUSINESS

a. Pre-Disaster Mitigation Plan: Willett stated that all participating communities have signed the Plan and it has been approved by FEMA. The five-year plan will be in effect through 27 September 2019 and is key applying for mitigation funding. Currently, we have two declared disasters in Pennington County. There are millions of dollars available to help communities overcome disasters, as well as other types of projects. Willett would like to speak with city officials regarding the possibility of using some of those funds for CIP projects.

b. Training/Public Education Updates

i. ICS 402 Course, July 23rd: Willett said the course was well attended across Pennington County.

   1. Another ICS 402 will be offered to PC BOC on October 18th, one session in the morning and a second in the afternoon. This course contains new curriculum for ICS for elected officials.

ii. Disaster Awareness Day, September 8th: White shared the 11th annual event was well attended, busy and steady. Over 100 children went through the new, larger maze and were encouraged to learn about the importance of specific items in an emergency kit. Adults/families were invited to participate in an educational trivia contest to become more familiar with safety information and various agencies and support systems in the County.

iii. THIRA/LEOP Review, September 13th: Willett reported the review was well attended and resulted in good discussions. THIRA is a great tool/process and is required to apply for FEMA grants. There are 32 core capabilities to mitigate a threat or hazard. LEOP is a templated plan from that State that is being updated to be more user friendly and applicable. Hadcock asked Willett to explain EM’s function. Willett stated EM provides support for disasters and complex incidents, but do not get involved in the day to day work of the Police, Fire and Sheriff’s departments. He plans to write a white paper to explain EM’s role.

iv. Adult/Teen CERT: White confirmed 324 people have been through the program. Two classes began in the fall, one for adults with 7 participants and one for teens with 19 participants. She applauded the school system for promoting CERT to students.
v. Black Hills Powwow, October 11-13: EM was invited to participate and shared a booth with Oglala Sioux Tribe EM and Red Cross to distribute information and answer questions.

c. Back-Up EOC: Willett stated Buildings and Grounds and IT are working on a few final items to bring the project to completion.

d. MetWarn Agreements: Willett reported billing has been revised to include only Pennington County flood gauges, resulting in cost savings.

e. Duty Officer Program: Willett said the program had been on hold, but FEMA has changed test environment and now we can move forward to identify and hire a duty officer(s).

i. IPAWS – IPAWS use to disseminate our warnings. Now one system sends the alert to all EM message channels.

f. HLS Grant FY2019:

i. NCSR - Willett said that although grant funds were awarded, they are on hold due to a new National Cyber Review requirement. All agencies must participate in the review before they can receive their funds.

VI. NEW BUSINESS

a. Declared Disasters

i. DR-4440, March/April: 4463: 164th Street Bridge
ii. DR-4463, May/June: West Nile washout, potentially due to a sink hole. Wilsey Road and road district applicant briefing is scheduled October 29th at the Journey

b. County Department Head Review, October 1st: Willett participated in his annual review and reported it was favorable and the Commissioners are happy with EM’s activities in service to the community. He also commended staff for their efforts.

VII. EXECUTIVE SESSION: Executive Session was not necessary during this meeting.

VIII. ADJOURNMENT: Motion to adjourn by Sortland, Jegeris second. Motion carried. Meeting adjourned at 9:43am.