Board members in attendance: Jason Culberson, Rapid City Fire Chief (Interim); Mark DiSanto, County Commissioner; Don Hedrick, Rapid City Police Chief (Interim); Gary Sortland, Fire Service Board; Kevin Thom, Pennington County Sheriff

Others in attendance: Dustin Willett, Director; Alexa White, Deputy Director; Pepper Massey

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

II. PUBLIC COMMENTS: Nothing brought forth.

III. APPROVE AGENDA: Motion to approve 10 July 2020 agenda by Sortland, Thom second. Motion carried.

IV. APPROVE MINUTES: Motion to approve 17 April 2020 minutes by DiSanto, Hedrick second. Motion carried.

V. OLD BUSINESS

a. Disaster Declaration (COVID-19) – Willett confirmed that the Disaster Declaration is still active with no end date yet. FEMA reimbursement requests are on hold until the declaration closes. However, COVID expenses should be covered through the CARES Act, and probably will not need to wait for FEMA. Thom noted that 100% of law enforcement wages are covered. Culberson stated Mayor Allender confirmed Fire and EMS wages are 100% covered as well. Willett needs clarification on EM wages, IMT wages are covered. Normally FEMA covers 50% when submitted through the LEMPG Grant but checking if CARES Act will cover 100%. Thom said more funding could be available if other counties do not need funds.

b. EOC Operations

i. After Action Review (AAR) for Level II EOC Activation (03/26-07/04): Willett reported the State requires EM to hold an exercise and AAR, and asked for input from agencies. Thom said there was strong communication during activation from phone calls, debriefs, etc. and commended the team. Hedrick noted the ability to pull in partners was critical and it could not have been done without the EM/IMT team. Culberson stated the team could have been more diverse to include more representation from fire departments/firefighters. DiSanto believes everything was handled efficiently. Willett appreciated the input and said generally a Type 3 incident lasts three days. Additionally, EM worked closely with Auditor’s Office and polling stations on election preparation, and supported the July 3rd event. Still have 600+ gallons of hand sanitizer to distribute. DiSanto suggested contacting Ron Jefferies at the Central States Fair to see if they could use some.

ii. Shelter Operations/Emergency Solutions Grant (ESG) Update: Willett will use CARES Act funds for Shelter and save ESG funds for other needs (CARES funding provides better coverage). The Shelter is up to speed. Rob Holso is working part-time and focused on logistics. Civic Center location has been cleaned/sanitized/disinfected. The new LaCrosse location cannot accommodate
14 showers and other miscellaneous items. Restore is interested and can pick them up once surphused. One or two IMT staff still working but majority of team is disbanded. There is still a need and EM can fill the gap unless the right person can be hired. IMT time is covered through CARES funds, FEMA may provide funding as well, only if ideal candidate can be found to do the work. The City and County both committed $75K for Shelter needs. Those funds were exhausted as of 26 June. Additional funding is needed, and several invoices are on hold to pay until reauthorization is approved. Thom requested Willett put a request for an additional $75K on the Commission agenda. Culberson said the City will include request for an additional $75K on Legal and Finance agenda. Willett said there continues to be a need for three staff members to run the Shelter 24/7. Culberson and Willett will both speak with Mayor.

VI. NEW BUSINESS

a. 2021 Budget

i. Alexa White Step Adjustment (payroll): Willett is asking support from the Board to move Alexa White up on the County wage scale, where she should be anyway. The adjustment of $10K annually would equate to less cost to the County/City because it would be covered through FEMA reimbursement. Thom requested a memo to the Board to explain how funding would work.

ii. Covid-related EOC Improvements: Willett explained the conference system in the Conference Room is set up for DDN on a secure network which makes it difficult to do web based (Skype, Zoom, etc.) meetings. AVI can tie the current system to a computer for $7K. There is no funding currently in the budget due to the required 10% cut. However, it is necessary, and cost is covered completely through CARES Act funds. Motion to move forward with upgrade by Thom, Sortland second. Motion carried.

b. Update EM Users Board Membership Post Retirements (RCFD, RCPD) - Willett stated both Hedrick and Culberson were alternates before interim appointments as Chief of Police and Fire Chief respectively. They need to designate alternates for both agencies per EMUB bylaws. Hedrick designated Scott Sitts for RC PD and Culberson designated Nick Carlson for RC FD.

c. Other Business – White said EM has 630 gallons left of a 900 gallons of hand sanitizer.

White reported 31 precincts (out of 34) were visited prior to the election by Mark Enright and Monte Mertes. Willett explained the Auditor’s Office had difficulty finding poll workers due to Covid. White said she had success finding seven poll workers by reaching out to CERT graduates. Poll staff were very appreciative of the support.

Willett has had conversations with Darrell Shoemaker, Helene Duhamel, Brendyn Medina and Jim Bussell re problems with sending emergency warnings/alerts through 211 Helpline. Everbridge has an option that is more capable and reliable for $6K per year. If all agencies contributed $1K annually the cost would be covered. Thom requested a memo to detail proposal.

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

VIII. ADJOURNMENT: Motion to adjourn by Thom, Hedrick second. Motion carried. Meeting adjourned at 9:58am.