

EMERGENCY MANAGEMENT USERS BOARD MEETING

October 8, 2021 ▪ 9:00am

Pennington County Administration Building | EOC

Board members in attendance: Chief Jason Culberson, Rapid City Fire Department; Bill Evans, Rapid City Council; Lt. Col. Dale Gadbois, SD National Guard; Chief Don Hedrick, Rapid City Police Department; Lloyd La Croix, Pennington County Commission; Travis Lasseter, Pennington County Commission; Lance Lehmann, Rapid City Council; Gary Sortland, Fire Service Board; Sheriff Kevin Thom, Pennington County Sheriff

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

- I. MEETING CALL TO ORDER: The meeting was called to order at 9:04am by Chair Jason Culberson.
- II. PUBLIC COMMENTS: Nothing brought forth.
- III. APPROVE AGENDA: *Motion to approve 8 October 2021 agenda with update by Sortland, Lehmann second. Motion carried.*
- IV. APPROVE MINUTES: *Motion to approve 9 April 2021 minutes by Sortland, Lehmann second. Motion carried.*
- V. OLD BUSINESS
 - a. Disaster Declaration (COVID-19) – Willett reiterated the Disaster Declaration is still in effect and does not have an indication of an end date.
 - b. 2022 Budget – Willett confirmed both the City of Rapid City and Pennington County have adopted the 2022 Emergency Management budget to include the audio/visual upgrade in the EOC. He is analyzing cash flow history to determine when to schedule the work. He thanked City Council and County Commissioners in attendance for their support with passing budgets.
 - c. Homeland Security Grant
 - i. Communications Equipment – Willett stated all agencies that were successful with their grant applications should have received a confirmation email notifying them they were approved. The EM application to facilitate patient care on the AmbuBus was approved, bringing the project to completion.
 - d. LEMPG Special Project Application
 - i. Communications Equipment - Willet said just under \$50K was awarded to PennCo EM from one-time COVID dollars to cover eligible expenses.
 - e. CERT Training – White reported the fall Teen CERT class was cancelled due to low signups. However, two teens joined the Adult CERT class, currently in session with 11 participants. We are also teaching RCAS Safety Sessions, a simplified CERT training for 24 students with learning disabilities about to enter the workforce. These students are also scheduled to take a version of the Citizens’ 9-1-1 class. To date, over 350 adults and teens have participated in the CERT program.

- f. Pre-Disaster Mitigation Plan (PDM) and Threat Hazard Identification and Risk Assessment (THIRA) Process – Willett has engaged the Black Hills Council of Local Governments to move the PDM forward.
 - i. Schroeder Road Fire Mitigation – Willett submitted an application for Schroeder Fire Mitigation funds to help with costs of the plan. There may be potential for mitigation funds from the recent Auburn Fire.
 - 1. Community Wildfire Protection Plan – Willett said the current CWPP is outdated, and he will incorporate an update in the PDM. The CWPP reviews jurisdiction threat, GIS generated data, historic weather patterns, etc. to determine risk and mitigation strategies. Thom requested updated maps and addresses.
- g. Duty Officer Program – Willett confirmed significant progress has been made on the program. Due to the associated complex responsibilities – need to craft/disseminate emergency/warning messaging - acceptable candidates would be higher rank in PD, SO and FD and, ideally, those agencies would pay for that employee’s time. The Duty Officer would be on call 27 days per year/one (1) weekend pre month, participate in three (3) days/eight (8) hours per day of training each year, and two (2) full days per year onboarding to allow them to capably function. The position would be guided by existing policies and best practices.
- h. Continuity Planning – Willett is using FEMA guidance on planning, which is to focus on business rather than government to get the information we need. With other projects and tasks taking precedence, this is not a front burner at this time.
- i. Dustin Willett Employee Review – Willett thanked the Board for their letter of reference. La Croix and Lehmann both commended Willett for his work, dedication, and commitment to his team.
- j. DHS S&T Directorate Pilot Community for FEMA IPAWS Toolkit – Willett stated this is a FEMA toolkit. He was asked to participate in a nationwide webinar, attended by 200 people, because he helped develop the toolkit. The toolkit will help us generate a standalone alert system plan.
- k. Improving Community Preparedness to Assist Victims of Mass Violence or Domestic Terrorism: Training & Technical Assistance – Willett reported the state has been pulled back and, while this is still on his to-do list, he had not had the time to advance it.

VI. NEW BUSINESS

- a. SDEMA Conference – Willett said he and White currently sit on the SDEMA Board, Willett is the President and White as Marketing Coordinator. Willett noted White was such a valuable asset they created a position that would allow her to remain on the board once her tenure as President (3-year commitment) was completed. At the recent annual conference Willett presented on the COVID Homeless Shelter, and the session was well received by attendees.
- b. Disaster Awareness Day – White remarked 2021 was the 12th annual event. Venue pricing increases and low attendance is causing EM to reevaluate if it should continue. The consensus was to focus on other higher visibility public gatherings, i.e., Home Show and Kids Fair rather than continue with DAD. Willett commended White for creating and growing the event for many successful years.

- c. Proposed 2022 Meeting Dates – January 7, April 8, July 8, October 7 – EMUB members agreed to the 2022 meeting dates.
- d. Other Business – White noted the Public Safety Hub was used for the first-time since it launched in July reporting evacuations during the Auburn Fire. The public Willett reminded everyone their agency personnel were capable of posting road impacts on the HUB for real-time updates. Training will continue as agencies and the public get more familiar with the HUB and how it works.

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

VIII. ADJOURNMENT: *Motion to adjourn the meeting at 10:04am by Sortland, Lehmann second. Moton carried.*