



Minutes for the Meeting of the Emergency Services Executive Board (ESEB)

Wednesday, February 16, 2022 – 9:30

2403 South 18th Street, Suite 200

Board Members Present	Board Members Absent
Amanda McKinney – Commissioner	Carl Hendrickson – YSO
Sherry Raymond – Mayor, City of Selah	
Jose Trevino – Mayor, City of Granger	
Janice Deccio – Mayor, City of Yakima	Others Attending:
	Tony Miller – Director, YVOEM
	Pam Brooks – Assistant YVOEM
	Nici Parpart – Future Grant Specialist YVOEM
	Mike Costello – Selah City Council Member

Meeting Packet Contents: Current Agenda, Previous Meeting Minutes, Special Meeting minutes, OEM ILA – Yakima County 2022

- I. **Call to Order** 9:37 am Amanda
- II. **Approval of the November 17, 2021 Regular Meeting Minutes (Action Item)**
 1. Sherry made the motion to approve the minutes of the November 17, 2021 meeting along with the special meeting on December 10, 2021, Jose seconded the motion, all in favor and moved.
- III. **Financial Reports and Resolutions:** Tony
 1. **Budget Status** – We have completed our reimbursement for the first quarter for our Homeland Security Grant, WA State EM grant and EFSEC/CGS (Hanford) grant. We have received about 12K from EMPG and about \$17,500 coming in from the other two grants. We are on schedule as we bill quarterly for them as work is done.
FMAG – We just receive about \$6K for our expenses on the Evans Canyon Fire from a couple years ago. They paid for our overtime and Tony's drone that crashed during the fire as he used it for scouting.
Public Assistance – Covid related expenses from the last 2 years
The state had us hold off to be sure all expenses are complete, and we will start working on that next month. The total we are filing for is \$65,600.
DOH/Public Assistance – Columbia Safety, the team that is doing the vaccination sites, has been in our conference room since June 2021 and just moved to the Health Dist. on February 4th. We have put in for reimbursement of rent for that room along with equipment expenses and are waiting on \$9K from them.
Financially we are sitting very well.
 2. **Resolution for Liability insurance from RMSA** – Tony thanked Mayor Trevino for putting us in contact with RMSA. They have been great to work with and have a lot to offer us. Commissioner McKinney asked how their rates compare to the county's rates. Tony said they are within 5% of the county's rates, Enduris out of Spokane wanted \$12K for liability and equipment coverage. RMSA came in at \$6,200
Commissioner McKinney asked for a motion by the board to enable Tony to sign an agreement with RMSA to provide our liability insurance. Mayor Raymond made the motion to approve the resolution for RMSA to be our insurance carrier. Mayor Deccio seconded the motion, all in favor and moved.
- IV. **Status Updates and Notable Events:** Tony/Pam

Tony is on the Emergency Management Executive Council for the state. During their meeting last week, they learned that there is \$267K left over from the 2020 emergency planning grant and that they are offering it for certain projects.

Tony put in for two projects: 1-Flooding barriers that pop-up instead of using sand bags. 2-Our back-up EOC is at Highland Fire in Cowiche and we would like to upgrade the TV's for situational awareness and get new tables and chairs. He found out the flooding items don't fit into what they can do so they are giving Tony an opportunity to come up with another plan/project. Tony is reaching out to Police to see what tactical equipment they are needing.

1. **Grant Status:** Update was given in the financial section
2. **Assessments:** We have received most of our assessments from the jurisdictions except the 1st quarter from the City of Yakima.
3. **2022 Exercises:**
 - Cascadia Rising is scheduled in June for 4 days with the entire state participating. It is a virtual tabletop exercise. Amanda asked if the board can be a part of the exercise. Tony would like input from the board during this exercise. He is also trying to involve many partners from the county as it will impact Yakima County more than people realize. From the west side of the state heading east, we are the biggest city and in such an emergency we would have a big influx of people along with using our airport for medivac missions.
 - We have an annual airport exercise in August, and this is the beginning of the cycle so it will be a tabletop exercise.
 - We have some state exercises that we do also
 - Tony has talked with Yakima Fire about doing a HAZMAT exercise this year with their HAZMAT team and evacuations and this will be a tabletop exercise also.

Jose reminded Tony to keep in mind to include the lower valley in some exercises. Tony said the LEPC is up and running again after about a year and they have talked about doing some HAZMAT exercises in both the upper and lower valleys. Tony wants to get Fire Chief Anderson, Washington Beef and the cold storage facilities in the lower valley involved with these exercises.
4. **COVID-19 Response:** In January we gave the Yakima Chamber 20,000 masks and delivered 25,000 N95 masks to KNDA radio station in Granger to give out through Agriculture and the community and gave 40,000 masks to YVC, but the requests have slowed down since then.
5. **Grant Specialist Hiring Update:** Tony posted the job 2 weeks ago and we had 2 applicants, did interviews and gave a job offer on Monday which was accepted by Nici Parpart. Amanda said Tony made an exceptional hire. Nici introduced herself; she has worked for the county for 15 years, the last 6 years as a Fire Inspector for the Fire Marshall's office. She worked in the EOC for Tony during the pandemic so when the job came open, she was very excited to work for him again. The position is in her realm as prior to working with the county she was a Legal Assistant.
6. **Office Updates:** With Columbia Safety moving out we are moving some things around so everyone can have their own offices. In the open area we are going to put workstations in for our volunteers and/or workers during an event. The public assistance money we received will go towards funding this. We talked about it earlier, but we would like to get some updated equipment for the back-up EOC.

V. **Old Business:** Tony

1. **Interlocal Agreement Update:** With the recommendations from the state auditor's office, Craig Warner (Yakima County Financial Director) and corporate counsel put this agreement together. It is an agreement between emergency management and the county to provide services for us. The agreement states we will pay \$44,897. annually to the county for goods and services and they will reimburse Emergency Management \$40,313. for Tony's wages & benefits (30%) for running the Emergency Medical Services office. Amanda commented this is a move in the right direction as during the state audit they said they would really like to see this separation from the county and an agreement outlining such. The partnership remains and this makes things clearer for auditing purposes. Mayor Deccio moved to approve the Interlocal Agreement, Mayor Trevino seconded the motion, all in favor and passed.
2. **Wage analysis for office:** Mayor Trevino asked us to do this when we were approving the budget for 2022. Tony talked to Benton and Franklin counties and looked up wages online. For Pam's position as a Financial Specialist, we bumped her up from \$17/hour to \$19.65/hour. That position around the state pays around \$24 - \$25/hour so Tony would like to look at next year's budget to see if we can move her up to par in the next budget. For our Planner Mike McMullen, Benton & Franklin are paying right around \$58,000. Mike is at \$54,500. now after bumping him up one increment. Amanda suggested that Tony should also consider benefits as there are two components to this, so

if we could look at them also for total compensation that would be great. For the Directors position, the standard is right around \$80,000. and Tony's pay is around \$70,000. now. Tony does not want to look at an increase in his wages now and would rather work on getting his employees closer to average wages around the state. Mayor Trevino requested that we put the wages and benefits in a document so they can look at it along with information on sustainability in the future. He also mentioned that if we are going to do any further wage increases in 2022 that we would have to do an amendment to the budget. Tony doesn't plan on doing any wage increases for this year. As far as any further increases, they would be for 2023. Tony would like to look at a 5-year plan with sustainability.

Mayor Trevino asked Commissioner McKinney if there are going to be any ARPA funds available for the organization. Amanda said ARPA will be application based for grants and Tony would need to apply- all requests would be weighed against the other requests. They are putting an emphasis on projects that fit the requirements and then compared to other requests as to what percentage of the project each is requesting funds for. They want to encourage everyone to seek out other sources so they can maximize the impact of the money. They plan to have a 90-day grant cycle and are aiming for April through June along with leaving an option of having 3 consecutive years of grant openings in 2022, 2023 & 2024. They are not looking towards spending it all at once as they believe there will be other opportunities based on federal and state infrastructure grants and bills that can be applied for. They have until the end of 2024 to obligate and the end of 2026 to spend. If someone can work on getting funds to help them and come back to the county in the future, it would help stretch dollars and have the greatest impact. They are putting their highest priority on actual infrastructure projects.

3. Transfer of services from County update – talked about previously.

VII. New Business: Tony

1. County-wide Communications – The whole county is talking about the need to upgrade to better communications between fire, law, etc. For the office, Tony put in to have a tactical channel installed for the county and it will be up on Clemons Mountain - we are waiting for the go ahead from the state. All the tactical channels for fire and law enforcement in the county are non-repeated so it is basically line of sight. Tony put in for \$34,000. to put in a repeated tactical channel that will help with communications in the upper and lower valleys because Clemons is so tall. It will also help with communications on White and Chinook Passes for any type of incidents in those areas. Tony has also put in for 2 mobile repeaters – one will be on a trailer that can be pulled up to the area and set up quickly. The second repeater will be in Tony's vehicle and can be set up in about 5 minutes and the agencies present will have better communication. These should be available in May; one is being built right now and is going through the certifications with the FCC and the state paperwork.
2. 2022 Jurisdictional Equipment Needs: Tony put in some training aides for YSO.
3. County ILA for services and good – talked about under Old Business
4. 2022 Meeting Dates

VIII. GOOD OF THE ORDER Amanda

Mayor Deccio made a motion to adjourn the meeting, Sherry seconded the motion, all in favor and moved.

IX. NEXT MEETINGS: Meetings are held on the third Wednesday of every 3 months. Meeting dates 2022: May 18, August 17 and November 16, 2022.

Appendix A

ACRONYMS:

CEMP – Comprehensive Emergency Management Plan

CERT – Community Emergency Response Team

CGS – Columbia Generating Station

EM – Emergency Management

EAS – Emergency Alert System

ENS – Emergency Notification System

EOC – Emergency Operations Center

DOH – Department of Health

DNR - Dept. of Natural Resources

FMAG – Fire Management Assistant Grant

HAZMAT – Hazard Materials

HMP – Hazard Mitigation Plan

IC – Incident Commander

LECC – Local Emergency Communication Committee

LEPC - Local Emergency Planning Committee

PFHMG- Post Fire Hazard Mitigation Grant

OEM -Office of Emergency Management

PIO – Public Information Officer

QR Code – Matrix barcode – machine-readable

SECC - State Emergency Communication Committee

YSO – Yakima Sheriff's Office

YVEM – Yakima Valley Emergency Management