

**PUBLIC WORKS AND SAFETY
STANDING COMMITTEE MINUTES
Monday, July 24, 2017**

The meeting of the Public Works and Safety Standing Committee was held on Monday, July 24, 2017, at 5:00 p.m., in the 5th Floor Conference Room of the Municipal Office Building. The following members were present: Commissioner Bynum, Chairman; Commissioners Philbrook, Markley, Kane, Johnson; and Jeff Bryant, BPU Board Member. The following officials were also in attendance: Gordon Criswell and Joe Connor, Assistant County Administrators; Misty Brown, Deputy Chief Counsel; Jeff Fisher, Executive Director of Public Works; Kristin Czugala, Victim Services Unit/Police Department; Kathleen VonAchen, Chief Financial Officer; Matt May, Emergency Management Director; Logan Masenthin, CAO Intern; and Major Doug Bailey; Sergeant-At-Arms.

Chairman Bynum called the meeting to order. Roll call was taken and all members were present as shown above.

Approval of standing committee minutes for May 22, 2017. **On motion of Commissioner Philbrook, seconded by Commissioner Johnson, the minutes were approved.** Motion carried unanimously.

Committee Agenda:

Item No. 1 – 171203...GRANT: VICTIMS OF CRIME ACT (VOCA)

Synopsis: Request permission to apply for and accept the FY18 Federal Victims of Crime Act (VOCA) grant in the amount of \$270,672 to fund salaries and benefits for four full-time staff, office training, office supplies, and emergency assistance for victims, submitted by Kristen Czugala, Victim Services Unit/Police Dept. The grant period runs October 1, 2017 – September 30, 2018. A 20% match is required which will consist of in-kind services and funds already included in the budget. It is requested that this item be fast tracked to the July 27, 2017 full commission meeting due to it being time sensitive.

Kristen Czugala, Supervisor of Victim Services Unit/Police Department, said the VOCA Grant, Victims of Crime Act Grant, is what primarily funds our unit. It has funded our unit since 1999. It pays for three of our full-time staff members at 75% of our salaries and our Protection Order Advocate at 100% of her salary. It also pays for benefits, some office supplies, 100% travel to conferences, emergency supplies for victims including lock replacement, window, door repairs, emergency shelter for domestic violence victims when a shelter is full.

Each year we serve about 10,000 victims and provide more than 15,000 services to move victims. We do respond to homicide scenes and other scenes as needed. We generally provide information and support to victims of crimes so they know what happens next. We do crisis intervention and then our Protection Advocate for support.

The grant runs October 1 through September 30. I am requesting about \$20,000 more from the grant in federal funds. Last year we asked to accommodate all our salaries and benefits. We had some staff changes and also some remodeling of our space to make it safer and more private for our clients and the grant will pay for that at 75%.

The additional match that has to go along with it, we provide a 20% match for all of our federal funds. I'm going to ask for the additional money from the Unified Government utilizing these resources like the value of our space, what it would cost if we were to have to pay rent for that space. (Microphone was not on) **Commissioner Johnson** asked her to turn her microphone on. They can't hear you out in TV land.

Commissioner Philbrook said so you're using in-kind. **Ms. Czugala** said most of it's in kind, but also some of that match is the 25% of our salary that the Unified Government is responsible for so that's money that is already committed to our unit. I'm just utilizing that. **Commissioner Philbrook** said if you'll just repeat the number amount so that people in the TV land can hear that. **Ms. Czugala** said so the federal dollars that I'm requesting are \$270,000 and change, that's an increase of about \$23,000 from the year before. I'm asking for no additional dollars from the Unified Government. I'm making use of money that's already committed to our unit from previous years.

Action: **Commissioner Kane made a motion, seconded by Commissioner Markley, to approve.**

July 24, 2017

Chairman Bynum said I just want to thank you for all the work you and your staff do. It's amazing work and really important.

Roll call was taken and there were six "Ayes," Bryant, Philbrook, Markley, Kane, Johnson, Bynum.

Item No. 2 – 171207...PROPOSED REVISIONS: COUNTY EMERGENCY OPERATIONS PLAN – ESF #10 – OIL AND HAZARDOUS MATERIALS RESPONSE

Synopsis: Request approval of proposed revisions to Section ESF 10 – Oil and Hazardous Materials Response of the County Emergency Operations Plan (CEOP), submitted by Matt May, Emergency Management Director.

Chairman Bynum said I know, sir, that you have had a busy weekend. We thank you for that and for that dedication and all that you did again this weekend just like last time we were here together.

Matt May, Emergency Management Director, said thank you commissioners. I appreciate you considering this. This is, again, the ongoing rebuild of our Community Emergency Response Plan. ESF 10 specifically addresses oil and other hazardous materials. This is fairly significant in our jurisdiction. We have a significant number of risks here and being able to manage those correctly and making sure that we all, talking to each other, we know how we're going to do that is what this plans all about. This one is a little more cumbersome than others in terms of volume because there is such a strong regional effort. Here we've elected to include as an appendix to this document, the Regional Plan, because we point to it in so many places, we felt it was important to have it together as one piece. There are no significant changes from in the past, a lot of updates and the newest version of that Regional Plan.

Action: **Commissioner Kane made a motion, seconded by Commissioner Markley, to approve.** Roll call was taken and there were six "Ayes," Bryant, Philbrook, Markley, Kane, Johnson, Bynum.

Item No. 3 – 171208...ORDINANCE: PROPOSED REVISIONS: COUNTY EMERGENCY OPERATIONS PLAN – ESF #5 – EMERGENCY MANAGEMENT

Synopsis: Request approval of proposed revisions to Section ESF 5 – Emergency Management of the County Emergency Operations Plan (CEOP), submitted by Matt May, Emergency Management Director.

Matt May, Director of Emergency Management, said this is the ESF-5 section of the plan. It is really Emergency Management's piece. By size you wouldn't guess it, but it points to all the rest of the document. It's mostly about our procedures within the facility, how we're going to notify our own staff, other UG staff, and yourselves and so it's a lot of steps and things like that, but for the most part all of the operational pieces are actually elsewhere in the document.

Chairman Bynum said I have one question. More pieces to come after this one or is this? **Mr. May** said there are a couple. The base plan is left, that's the big piece that's left. We're working on that now. We plan to have it to you in a couple of weeks. With that will come a new Debris Management Plan we would like to implement as well so it's one of the annex's and we're going to try really hard to have a couple more of the annex's updated by including our Foreign Animal annex, which I just met with the Emergency Planner for the Department of Agriculture to make sure that we were in the new processes that she wants to have done. We're working towards that. It's our grand hope to have this wrapped up by the end of this month and be able to submit it to the state in September which will be a couple of months ahead of time. We are showing them pieces of this as we go so that they've kind of had some pre-approval opportunities. We're fixing some things that they wanted to see expanded upon in the other documents that you've looked at. You will see a few changes when we bring the entire plan to Commission in those previously accepted pieces to make sure—mostly additions to make sure that we've met or exceeded the states expectation.

Action: **Commissioner Johnson made a motion, seconded by Commissioner Kane, to approve.**

July 24, 2017

Commissioner Philbrook said after we vote on this I was just wondering if we could get a little update from him on the storm. **Chairman Bynum** said yes, we can quickly have a one or two minute update, but let us since we have a motion and a second on this item let me have roll call on this motion.

Roll call was taken on the motion and there were six “Ayes,” Bryant, Philbrook, Markley, Kane, Johnson, Bynum.

Chairman Bynum said would you give us one or two minutes on what’s going on out in the field as we call it.

Mr. May said we are working, we did have, what I have classified as a microburst and the folks at the National Weather Service took me at my word. I’ve worked with them enough that they said we’re not going to send anybody out, we’re with you on it. The evidence was quite clear. This wasn’t as widespread so it’s very isolated, very small compact area, 80th Terrace on the east, Minnesota St. on the north, Ella on the south, and 85th on the west. That doesn’t mean that if you’re outside of that you didn’t get something, but it’s where the concentration of that was. A microburst is simply a very large high amount of wind coming straight down and then bursts out at the sides. In fact, the National Weather Service was kind enough to share with me a graphic from their radar that actually shows it on radar, it’s pretty amazing. It’s pretty clear what was going on there.

Right now, we’ve done a tour, Asst. County Administrators Criswell and Sieben and I went out and toured the area with our Public Works Director and with Mike Taylor and looked at the area on Sunday and there was significant work going on to the neighbors credit. They were helping each other. You could tell they were getting things done. We have put out some messaging. We also opened a cooling center/shelter if it needed to be, it turned out nobody needed that. That was great, that worked out fine, but we had about 12 people come in and visit the cooling center during that heat of the day between 5:00 when most of the other cooling opportunities usually are closed, libraries and so forth so we wanted to give them an option there. Also, it’s a place where we’re so dependent on our devices they could recharge radios or cellphones or whatever they had and then everybody at 10:00 said and you know what, we’re ready to go home and it was cooled enough. It worked out great. We were prepared to shelter

July 24, 2017

them overnight if need be and that's working closely with the Red Cross. That relationship continues today. Red Cross is out doing individual case work with the affected folks in that same area. They're going to go talk to every family in that area. Regardless whether they have damage or not they're going to make sure that they don't have any other needs that's come about maybe, even at this point, just some food replacement or something along those lines as they were losing because they don't have power back yet because of the immense amount of tree damage that's there.

They're also doing—they're giving them things like comfort kits and implements that they need rakes and shovels and things like that to help them do that clean-up that they're trying to do.

They are also passing our message on behalf of us, which is to contact 311 and make sure that their address is on the list to get pickups done if they need to do that and if they need any additional help. We've not heard back from 311 of anybody specifically has that need, but we're prepared to deal with that if that comes around.

Damage assessments are being done now by our Codes Department, but prior to that Red Cross did their own. They look at a little different criteria, I call it the will I sleep in it tonight criteria. They classified two homes as destroyed, 11 has major damage, 22 with minor damage, which basically means they'll still be able to sleep in it, it's just going to need some fixing up, roof damage, something like that. There were 51 others that had some sort of effects, but not necessarily anything specifically. It could be a tree on a car, it could be a non-dwelling building like an out-building, it could be fence lines, something like that and an additional 108 in that defined area that didn't have power and still don't to this moment as far as I can tell. That's a total of 194 homes that they evaluated. That was good work and they did that in really a few hours. They sent four teams over and got a lot of good work done. Our Codes guys are looking at it from a slightly different aspect, but their numbers are yet to come in because they were out there today. That's where we are. We're trying to keep track on it, trying to make sure that the folks that if they have a need that they can't handle it themselves, if they don't have it already addressed with insurance or some other method are being at least addressed and seeing if we can help them. That's where we are at the moment.

Chairman Bynum said thank you so much. I just would say thank you to you, thank you to Jeff Fisher at the back of the room and all of the Public Works folks and all of our partners at the

July 24, 2017

BPU for everything you're doing. This concludes this Standing Committee meeting. I would like you all to know that the Board of Commissioners will meet at 5:30 which is in 15 minutes in Commission Chambers to conduct a final public hearing on our 2018 UG and CDBG budgets. You all are welcome to attend. Thank you. We are adjourned.

Adjourn

Chairman Bynum adjourned the meeting at 5:13 p.m.

tk