

**EMERGENCY MANAGEMENT EXECUTIVE COUNCIL**

**June 1, 2015 – 9:30 AM**

**Ada County Courthouse**

**200 W. Front Street**

**3<sup>rd</sup> Floor, Commissioner’s Meeting Room**

**\*\*AGENDA\*\***

**I. AGENDA ADDITIONS / CHANGES (9:30)**

**II. OPEN DISCUSSION / ANNOUNCEMENTS (9:35)**

**III. ACTION ITEMS (9:40)**

- \* A. Approve March 9, 2015 Minutes** **Jim Tibbs, Chair**  
*March 9, 2015 Executive Council Minutes attached.*
- \* B. Adopt FY 2016 Membership Dues & Preliminary Budget** **Doug Hardman**  
*Doug will review the attached population estimates, draft membership dues, and preliminary FY 2016 Emergency Management budget for Council input and adoption.*
- \* C. Receive 2010 – 2013 Homeland Security Grant Program Expenditure Summary and Pie Charts** **Doug Hardman**
- \* E. Approve TAG Grant Requests** **Deputy Chief Eugene Smith**  
**Chief Mark Niemeyer**  
*New TAG project requests will be presented to the Executive Council for consideration and approval. Eugene is the newly appointed Deputy Chief of Operations for the Boise Police Department and Chairman of the Technical Advisory Group. Mark is the Meridian Fire Chief and TAG Vice Chair.*

**IV. Information / Discussion Items (10:45)**

**A. Fire District Representation on ACCEM**

**Doug Hardman**

**Joe Stear**

*Follow-up discussion reference last meeting's conversation regarding if and how fire districts are represented on the ACCEM Executive Council; does it need to be codified in the Joint Powers Agreement? Or can a simple MOU between cities and districts resolve the issue? Joe Stear was asked to research the subject and report back to the council with a recommendation. In addition to being a Kuna City Councilman, Joe is also an elected Kuna Rural Fire District Commissioner.*

**B. Grant Administration Updates**

**Doug Hardman**

*Doug will update the council on several administrative items related to the current Joint Powers Agreement, Subgrant Agreement, etc.*

**V. ADJOURNMENT (11:00)**

\* Attachment

**ACCEM EXECUTIVE COUNCIL MEETING  
ADA COUNTY COURTHOUSE  
200 WEST FRONT STREET  
3<sup>RD</sup> FLOOR, COMMISSIONERS MEETING ROOM**

**MARCH 9, 2015**

**\*\*SUMMARY MINUTES\*\***

**MEMBERS ATTENDING:** Jim Tibbs, Commissioner, Ada County, **Chair**  
Jim Reynolds, Mayor, City of Eagle, **Vice Chair**  
Dave Case, Commissioner, Ada County  
Joe Stear, Councilman, for Greg Nelson, Mayor, City of  
Kuna  
Paul Woods, Commissioner, Ada County Highway  
District  
John Evans, Mayor, City of Garden City

**MEMBERS ABSENT:** Nathan Mitchell, Mayor, City of Star  
Maryanne Jordan, Council Chair, City of Boise  
Dave Bieter, Mayor, City of Boise  
Tammy de Weerd, Mayor, City of Meridian

**OTHERS ATTENDING:** Doug Hardman, Director, Emergency Management  
Paul Marusich, Ada County Emergency Management  
Larry Maneely, Chief of Staff, Ada County  
Eugene Smith, Boise PD, TAG Chair  
Mark Niemeyer, Meridian Fire, TAG Vice Chair

**CALL TO ORDER**

Chair Evans called the meeting to order at 3:19

**I. AGENDA ADDITIONS/CHANGES**

None

**II. OPEN DISCUSSION/ANNOUNCEMENTS**

None

### III. ACTION ITEMS

**A. Approve December 8, 2014 Meeting Minutes.**

Commissioner Tibbs moved to approve the January 28, 2015 Minutes of the Emergency Management Executive Council meeting. Councilman Stear seconded. Motion passed unanimously.

**B. Elect Chairperson & Vice Chairperson**

Commissioner Case moved to nominate Commissioner Tibbs as Chair. Councilman Stear seconded. Motion passed unanimously.

Commissioner Case moved to nominate Mayor Reynolds as Vice Chair. Councilman Stear seconded. Motion passed unanimously.

**C. Approve Grant-Funded Overtime & Backfill Policy**

Mayor Evans moved to approve the Grant-Funded Overtime & Backfill Policy as presented. Councilman Stear seconded. Motion passed unanimously.

**D. Approve Grant Project Ranking Process**

Commissioner Case moved to approve the Grant Project Ranking Process as presented. Councilman Stear seconded. Motion passed unanimously.

**E. Approve TAG & LEPC Grant Requests**

Doug Hardman gave a short presentation on a grant project request from the Boise Rescue Mission for an emergency generator. Eugene Smith provided details on a Boise Fire project request for integrated mobile broadband equipment. Mayor Evans moved to approve Technical Advisory Goup and Local Emergency Planning Committee project requests as presented. Councilman Stear seconded. Motion passed unanimously.

### IV. INFORMATION / DISCUSSION ITEMS

**A. Training/Exercise Update**

Joe Lombardo provided an update on emergency management training & exercise activities.

**B. Hazard Mitigation/Public Education**

Paul Marusich gave an update on current hazard mitigation projects and public education/outreach.

### **Additional Discussion Item**

Fire districts and representation of fire districts on the ACCEM Executive Council was discussed. For emergency management purposes and grant allocation considerations, fire districts are treated as departments/offices of the city they serve. The same holds true for law enforcement or any other entity that provides a service to the city (sewer district, water district, etc.).

Primary points of consideration:

1. Should fire districts have representation on the ACCEM Executive Council? One district, all districts, dues paying?
2. Or, does the current fire district relationship (treated as part of the city) need to be more formally codified in ACCEM policy or Joint Powers Agreement? Or can it be codified in a memorandum of understanding between the fire district and city?

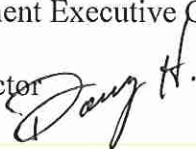
Mayor Evans asked Councilman Stear, as both a Kuna City Councilman and a Kuna Rural Fire District Commissioner, to research the subject in a little more detail and report back to the ACCEM Executive Council.

## **V. ADJOURNMENT**

Meeting adjourned at 3:52



**MEMORANDUM**

**TO:** Emergency Management Executive Council  
**FROM:** Doug Hardman, Director   
**DATE:** June 1, 2015  
**RE:** **ADOPT FY 2016 MEMBERSHIP DUES**

**Requested Action**

Adopt proposed FY 2016 Emergency Management Membership Dues.

**Background**

On March 16, 2015 the Community Planning Association of Southwest Idaho (COMPASS) Board formally adopted the new (attached) population estimates. Emergency Management staff recommends using these population numbers and maintain the membership dues cost-per-resident at 33 cents.

**Status**

Following adoption by the ACCEM Executive Council, a copy of the membership dues requests will be forwarded to each jurisdiction’s budgeting officer. It is understood adoption of the membership dues still requires approval from the various city councils and commissions.

**2015 Population Estimate  
City and County Population Estimate for April 1, 2015  
Areas Refer to Corporate Limits of Cities as of 1/1/2015**

	2010			2010-2015		2015 Percent		Share of Region	
	2015 Population *	2014 Population	Population ^	Increase	of County	2000	2010	2015	
Boise City	223,670	217,730	205,671	17,999	51.0%	43.0%	35.4%	34.6%	
Eagle	24,600	23,460	19,908	4,692	5.6%	2.6%	3.4%	3.8%	
Garden City	12,060	11,160	10,972	1,088	2.7%	2.5%	1.9%	1.9%	
Kuna	17,320	16,070	15,210	2,110	3.9%	1.2%	2.6%	2.7%	
Meridian	91,310	85,240	75,092	16,218	20.8%	8.1%	12.9%	14.1%	
Star <sup>A</sup>	7,930	7,140	5,793	2,137	1.8%	0.4%	1.0%	1.2%	
Unincorporated	61,780	61,130	59,729	2,051	14.1%	11.9%	10.3%	9.6%	
<b>Total County</b>	<b>438,660</b>	<b>421,920</b>	<b>392,365</b>	<b>46,295</b>		<b>69.6%</b>	<b>67.5%</b>	<b>67.9%</b>	

Canyon		2015 Population *		2015 COMPASS Population Estimate				
Caldwell	51,880	47,440	46,237	5,643	25.0%	6.0%	8.0%	8.0%
Greenleaf	860	840	846	14	0.4%	0.2%	0.1%	0.1%
Melba	570	520	513	57	0.3%	0.1%	0.1%	0.1%
Middleton	7,110	6,150	5,524	1,586	3.4%	0.7%	1.0%	1.1%
Nampa	89,210	84,840	81,557	7,653	42.9%	12.0%	14.0%	13.8%
Notus	570	540	531	39	0.3%	0.1%	0.1%	0.1%
Parma	2,140	2,010	1,983	157	1.0%	0.4%	0.3%	0.3%
Wilder	1,640	1,540	1,533	107	0.8%	0.3%	0.3%	0.3%
Unincorporated	53,800	54,270	50,189	3,611	25.9%	10.6%	8.6%	8.3%
<b>Total County</b>	<b>207,790</b>	<b>198,160</b>	<b>188,923</b>	<b>18,867</b>		<b>30.4%</b>	<b>32.5%</b>	<b>32.1%</b>
<b>Canyon and Ada (</b>	<b>646,450</b>	<b>620,080</b>	<b>581,288</b>	<b>65,162</b>				

\* 2015 COMPASS Population Estimate  
 ^ 2010 Census Population Count  
<sup>A</sup>The City of Star has 12 persons in Canyon County.

	2015 Population *
Canyon Highway District	76,080
Golden Gate Highway District	8,450
Nampa Highway District	114,410
Notus Parma Highway District	8,850

**ADA CITY - COUNTY EMERGENCY MANAGEMENT  
DRAFT FY 2016 Membership Dues**

Members	FY2015		FY2016		Difference
	2014 Population	0.33	2015 Population	0.33	
Ada County	421,920	\$139,234	438,660	\$144,758	\$5,524
Unincorporated	61,130	\$20,173	61,780	\$20,387	\$215
ACHD		\$10,000		\$10,000	\$0
Boise City	217,730	\$71,851	223,670	\$73,811	\$1,960
Eagle City	23,460	\$7,742	24,600	\$8,118	\$376
Garden City	11,160	\$3,683	12,060	\$3,980	\$297
Kuna City	16,070	\$5,303	17,320	\$5,716	\$413
Meridian City	85,240	\$28,129	91,310	\$30,132	\$2,003
Star City	7,130	\$2,353	7,930	\$2,617	\$264
<b>Total</b>	<b>421,920</b>	<b>\$288,468</b>	<b>438,670</b>	<b>\$299,519</b>	<b>\$11,051</b>

Population Difference

16,750

Ada County

\$159,407

\$165,145

numbers rounded



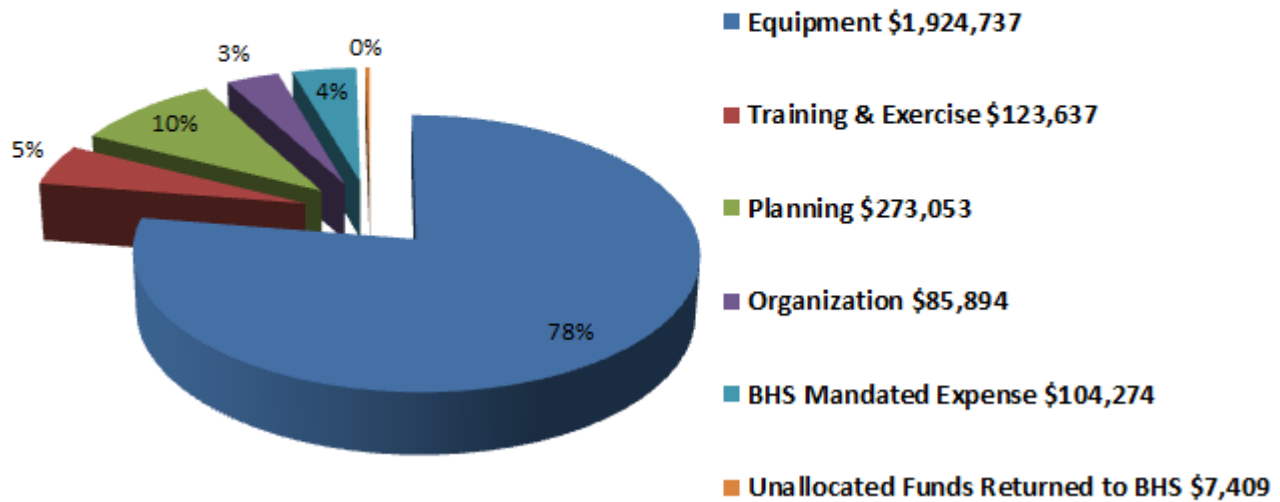
## ADA COUNTY EMERGENCY MANAGEMENT FY 2016 DRAFT BUDGET

REVENUE	FY2015 Approved Budget	FY2016 Draft Budget
<b>MEMBERSHIP DUES</b>	0.33	0.33
Ada County @ .33	159407	165145
ACHD	10,000	10,000
Boise City @ .33	71,851	73,811
Eagle City @ .33	7,742	8,118
Garden City @ .33	3,683	3,980
Kuna City @ .33	5,303	5,716
Meridian City @ .33	28,129	30,132
Star City @ .33	2,353	2,617
<b>Local Funds Total</b>	<b>288,468</b>	<b>299,519</b>
<b>Other</b>		
Emergency Management Performance Grant 50%	210,000	230,000
Fund Balance	34,369	14,369
<b>Other Total</b>	<b>244,369</b>	<b>244,369</b>
<b>TOTAL REVENUE</b>	<b>\$532,837</b>	<b>\$543,888</b>
<b>EXPENSE</b>	<b>FY2015 Approved Budget</b>	<b>FY2016 Draft Budget</b>
<b>A Budget</b>		
Salary	297,534	307,572
Fringe	152,610	148,355
<b>A Budget Subtotal</b>	<b>450,144</b>	<b>455,927</b>
<b>B Budget</b>		
Operating Budget	52,693	50,840
Disaster Account	30,000	37,121
<b>B Budget Subtotal</b>	<b>82,693</b>	<b>87,961</b>
<b>TOTAL EXPENSE</b>	<b>\$532,837</b>	<b>\$543,888</b>

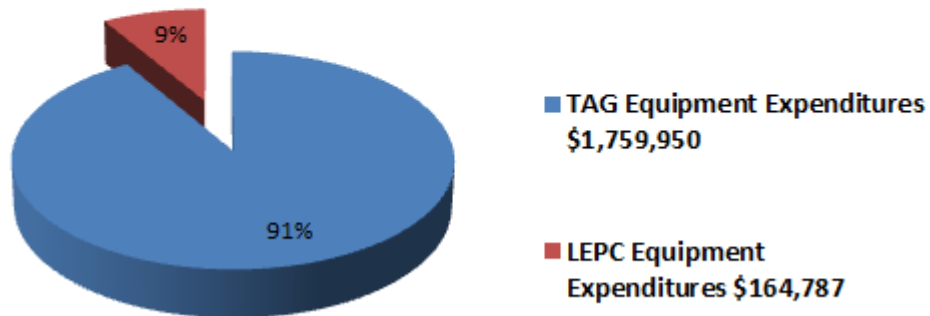
## FY 2016 Proposed A - B Expense Budget

Fund	Object #	Description	Approved FY2015	Draft Budget FY 2016
<b>A Budget</b>				
118	15101	Salary	297,534.00	307,572.00
118	15110	Projected Fringe	152,610.00	148,355.00
		<b>A Budget Total</b>	<b>450,144.00</b>	<b>455,927.00</b>
<b>B Budget</b>				
118	20010	Professional Services		
118	20083	Mitigation/Spec Contract		
118	29136	Special Events	1,000.00	1,000.00
118	30100	Office Supplies	1,800.00	1,800.00
118	30101	Computer Supplies	1,000.00	0.00
118	30102	Special Dept. Supplies	2,000.00	1,000.00
118	30250	Equipment Fuel & Oil	2,000.00	2,000.00
118	30600	Small Tools & Equipment	500.00	500.00
118	40051	Legal Publications	500.00	500.00
118	40061	Printing	2,500.00	2,023.00
118	40070	Postage	100.00	100.00
118	40100	Telephone		
118	40106	Outside Networking	1,200.00	1,200.00
118	40500	Equip Maint Agreements	3,000.00	3,000.00
118	40507	Siren Maintenance	0.00	0.00
118	40600	Equipment Repair	500.00	500.00
118	40612	Vehicle Repair & Maint	1,000.00	1,000.00
118	40740	Maintenance & Operations	16,942.00	16,778.00
118	40763	Storage	1,200.00	1,200.00
118	40772	Data Charges	2,000.00	2,000.00
118	40802	Parking	200.00	200.00
118	41353	Insurance Premiums	2,403.00	2,591.00
118	41520	Dues & Subscriptions	710.00	1,310.00
118	41961	Disaster/Contingency Fund	30,000.00	37,121.00
118	43106	Promotional Advertising	1,000.00	1,000.00
118	50100	Mileage Reimbursement	100.00	100.00
118	50210	Business Meals	500.00	500.00
118	50300	Training / Education	7,238.00	7,238.00
118	70100	Office Furniture	1,300.00	1,300.00
118	70200	Office Equipment	500.00	500.00
118	70400	Major Equipment	500.00	500.00
118	70410	Computer Equipment	500.00	500.00
118	70411	Computer Software	500.00	500.00
		<b>Total</b>	<b>82,693.00</b>	<b>87,961.00</b>
		<b>Grand total</b>	<b>532,837.00</b>	<b>543,888.00</b>

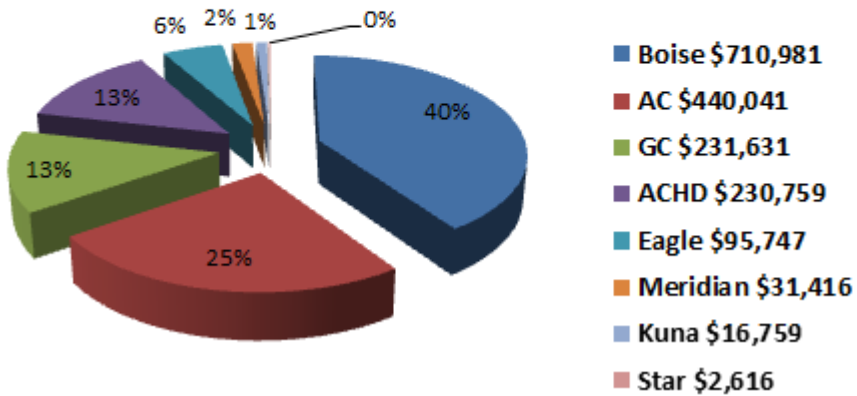
**2010, 2011, 2012 & 2013 Allocations  
Total Grant \$2,483,004**



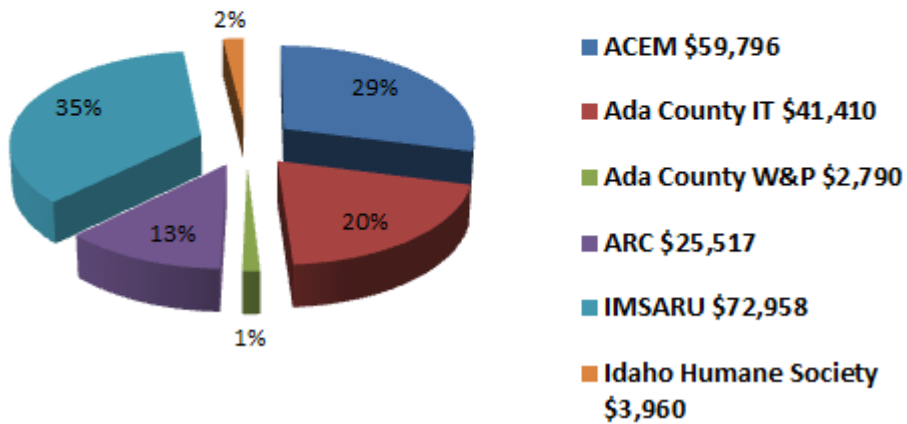
**Total Equipment Expenditures for  
2010, 2011, 2012 & 2013 HSGP \$1,924,737  
(Full Award \$2,483,004)**



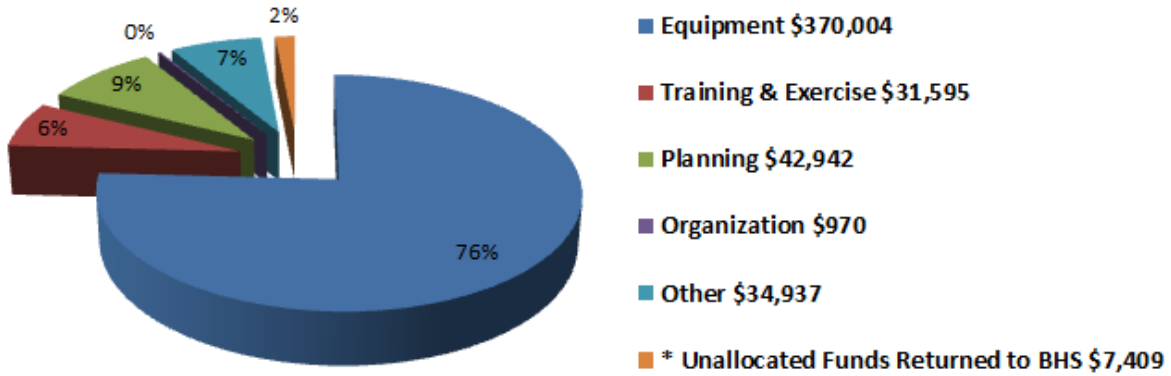
**TAG Equipment Expenditures  
2010, 2011, 2012 and 2013 HSGP  
\$1,759,950**



**LEPC Equipment Expenditures  
2010, 2011, 2012 and 2013 HSGP  
\$164,787**



## 2013 HSGP Allocations Total Grant \$487,857

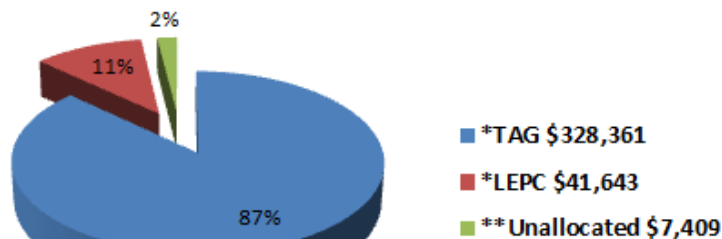


\* Unallocated Funds Returned to BHS

### 2013 HSGP Allocations by Agency (Total Award of \$487,857)

Agency	Equipment	Training & Exercise	Planning	Organization	Other	Funds Returned
<b>Unallocated Funds Returned to BHS</b>						<b>\$ 7,409</b>
Boise PD ( <i>Plates, carriers &amp; robot</i> )	\$ 61,555					
Boise FD ( <i>Cradle Point</i> )	\$ 68,570					
Paramedics ( <i>Cradle Point</i> )	\$ 35,197					
Meridian PD - SWAT ( <i>Helmets</i> )	\$ 4,905					
City of Star ( <i>EOC Upgrade</i> )	\$ 2,616					
ACSO ( <i>Code Red - Partial</i> )	\$ 15,845					
ACSO Swat ( <i>Robot, camera, battery</i> )	\$ 24,980					
ACSO ( <i>Redundant Router-700MHz</i> )	\$ 83,243					
ACHD ( <i>Camera</i> )	\$ 31,450					
ARC ( <i>Totes; vests; amateur radio install</i> )	\$ 3,228					
IMSARU ( <i>K-9 crates; winch; shelters; equip storage sys; jackets</i> )	\$ 17,013					
Idaho Humane Society ( <i>Pet crates</i> )	\$ 1,980					
ACEM ( <i>Smart Board &amp; assessories; EOP/SOP &amp; IT Technical Support</i> )	\$ 19,423		\$ 42,942			
ICS/NIMS/COOP Training		\$ 31,595				
Mitigation/Community Preparedness				\$ 970		
BHS Mandated Expenses					\$ 34,937	
<b>TOTAL</b>	<b>\$ 370,004</b>	<b>\$ 31,595</b>	<b>\$ 42,942</b>	<b>\$ 970</b>	<b>\$ 34,937</b>	<b>\$ 7,409</b>

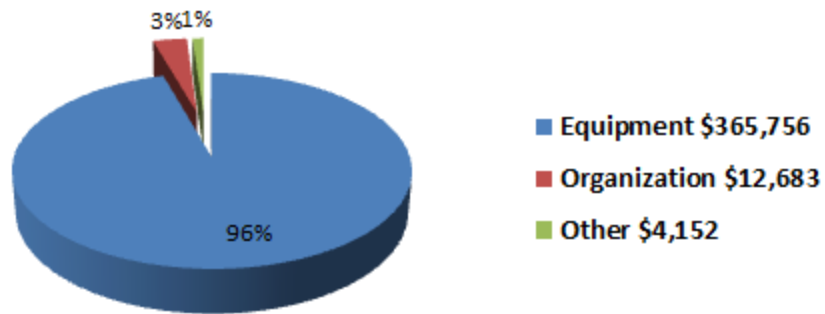
## 2013 HSGP Equipment Funds Available \$377,413



\* Total TAG/LEPC Expenditures \$370,004

\*\* Unallocated Funds Returned to BHS

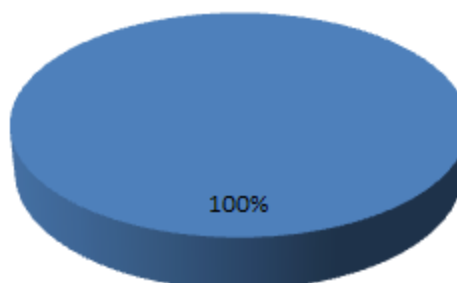
## 2012 HSGP Allocations Total Grant \$382,591



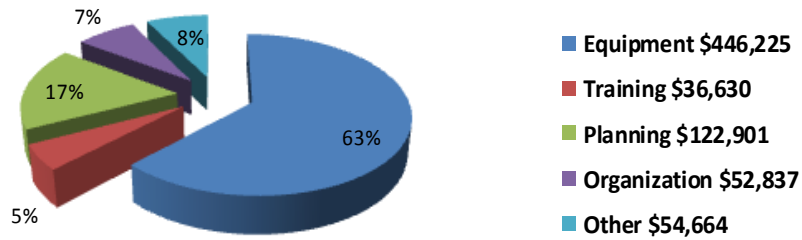
### 2012 HSGP Allocations by Agency (Total Award of \$382,591)

Agency	Equipment	Organization	Other
Boise Fire ( <i>Portable radios &amp; accessories</i> )	\$ 69,198		
Boise PD ( <i>Helmets, night vision, gas masks &amp; adaptors</i> )	\$ 68,403		
Garden City PD ( <i>Plates, carriers, night vision, IR light, gas masks &amp; adaptor</i> )	\$ 14,031		
Paramedics ( <i>Night vision, gas masks &amp; adaptors, helmets</i> )	\$ 25,843		
Meridian PD ( <i>night vision</i> )	\$ 24,131		
ACSO ( <i>Code Red - Partial</i> )	\$ 7,316		
ACSO Swat ( <i>Night vision, plates, carriers, helmets, IR lights, gas masks &amp; adaptors</i> )	\$ 96,786		
ACHD ( <i>Light towers and message boards</i> )	\$ 60,048		
Mitigation/Community Preparedness		\$ 12,683	
BHS Mandated Expenses ( <i>M&amp;A</i> )			\$ 4,152
<b>TOTAL</b>	<b>\$ 365,756</b>	<b>\$ 12,683</b>	<b>\$ 4,152</b>

## 2012 HSGP Equipment Expenditures - TAG \$365,756



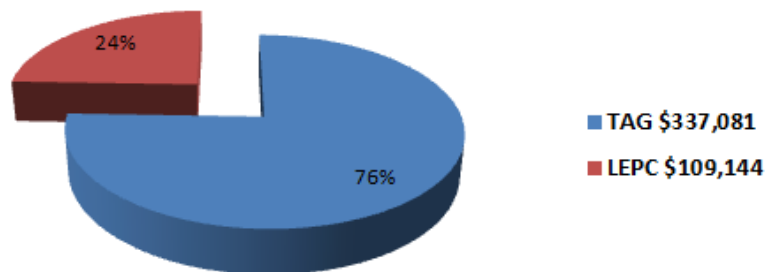
## 2011 HSGP Allocations Total Grant \$713,257



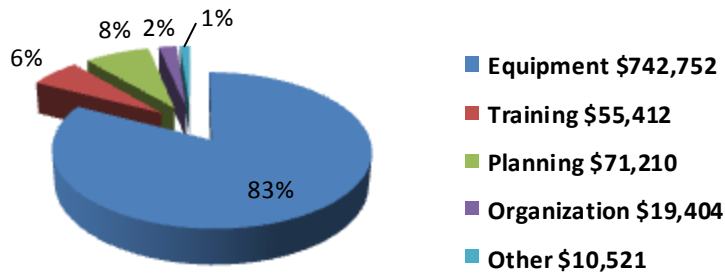
### 2011 HSGP Allocations by Agency (Total Award of \$713,257)

Agency	Equipment	Training	Planning	Organization	Other
Boise Fire ( <i>Dos kits; Rae Tier III; generators; lights; VHF repeater; weather station</i> )	\$ 80,616				
Boise PD ( <i>Heavy Rescue Vehicle</i> )	\$ 150,000				
Boise Damage Assessment Team ( <i>Bk Pk toolbag; Juniper Mesa; HH GPA</i> )	\$ 16,215				
Eagle Fire ( <i>Comm Trlr AV/Other equip &amp; plotter</i> )	\$ 13,767				
Garden City PD ( <i>IP camera</i> )	\$ 17,600				
Paramedics ( <i>Wheeled litters</i> )	\$ 16,499				
Meridian FD ( <i>IR light</i> )	\$ 2,380				
ACHD ( <i>Light towers</i> )	\$ 40,004				
8 EOP's ( <i>Final</i> )			\$ 122,901		
ACEM ( <i>Radio w/accessories, Proj. Mgr &amp; Tech Spec</i> )	\$ 6,951			\$ 37,207	
Ada County IT ( <i>VPN upgrade</i> )	\$ 41,410				
Ada County Weed & Pest ( <i>Fuel aux. power switch</i> )	\$ 2,790				
American Red Cross ( <i>Cots, racks, radios, vests</i> )	\$ 19,061				
Idaho Mountain Search & Rescue ( <i>PU; Shell; Toolbox; Slide</i> )	\$ 38,932				
ICS-NIMS Courses		\$ 6,114			
All Hazards Type 3 IMT Course		\$ 30,516			
Mitigation/Community Preparedness				\$ 15,630	
BHS Mandated Expenses ( <i>M&amp;A, Fusion Center</i> )					\$ 54,664
<b>TOTAL</b>	<b>\$ 446,225</b>	<b>\$ 36,630</b>	<b>\$ 122,901</b>	<b>\$ 52,837</b>	<b>\$ 54,664</b>

## 2011 HSGP Equipment Expenditures \$446,225



## 2010 HSGP Allocations Total Grant \$899,299



### 2010 HSGP Allocations by Agency (Total Award of \$899,299)

Agency	Equipment	Training	Planning	Organization	Other
Boise Fire ( <i>Mobile Comm Trailer &amp; HazMat</i> )	\$ 189,473				
Boise PD ( <i>Helmets</i> )	\$ 6,950				
Eagle Fire ( <i>Mobile Comm Trailer</i> )	\$ 81,980				
Garden City PD/ACSO ( <i>Mobile ICP</i> )	\$ 200,000				
Paramedics ( <i>Reg. patient care reporting sys.</i> )	\$ 133,573				
Kuna Fire ( <i>Reg. patient care reporting sys.</i> )	\$ 16,759				
ACSO-Jail ( <i>Jersey barriers</i> )	\$ 760				
Meridian COOP ( <i>Partial</i> )			\$ 30,243		
ACHD ( <i>Opticom</i> )	\$ 99,257				
8 EOP's ( <i>Partial</i> )			\$ 40,967		
ACEM ( <i>WebEOC Maintenance</i> )	\$ 14,000				
ICS-NIMS Courses		\$ 23,022			
All Hazards Type 3 IMT Course		\$ 32,390			
Mitigation/Community Preparedness				\$ 19,404	
BHS Mandated Expenses ( <i>M&amp;A</i> )					\$ 10,521
<b>TOTAL</b>	<b>\$ 742,752</b>	<b>\$ 55,412</b>	<b>\$ 71,210</b>	<b>\$ 19,404</b>	<b>\$ 10,521</b>

## 2010 HSGP Equipment Expenditures \$742,752

