



Marshall County Emergency Management Agency

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Kim Elder, Coordinator

The Marshall County Emergency Management Commission met September 11, 2025 (Thursday) at 6 p.m. (following the 911 Board meeting) at 2369 Jessup Avenue, EOC/Training Room – 3rd Floor, Marshalltown Iowa 50158 with 8 members present and Zoom virtual option available. Present were: Rhonda Braudis, MCCC; Caitlin Reineke, MCCC; Jerrell Henslee, Racom; John Lauer, Racom; Cynthia Mansager, Melbourne; Maria Thoms, Marion Township; Ellen McKay, Ferguson; Joel Greer, Marshalltown; Maddie Welton, Haverhill; Craig Pfantz, State Center; Jarret Heil, BOS; Evan Folk, Laurel; Matthew Vogeler, EMA; Kimberly Elder, EMA; Joel Phillips, MCSO.

Minutes for Local Emergency Management Meeting

Approval of the agenda for the September 11, 2025 meeting

Motion by Folk and seconded by Heil to approve the agenda as presented. All in favor, motion passed.

Approval of minutes for April 10, 2025, meeting

Motion by Greer to approve minutes as presented, seconded by Folk. All in favor, motion passed.

Old Business

EMS Essential Services – taskforce hasn't met since June. Phillips reported that they are waiting on the EMS study to be finished, which is due sometime in the first part of October. The vendor is a consulting agency doing interviews throughout the county.

Board of Health/EMS Grant – waiting to receive information from the state to see if our county has any EMS grant dollars to spend this year. No news yet.

Emergency Management Support Specialist job description – hired Matthew Vogeler August 4, 2025, for 15-20 hours per week at \$18 per hour. There will be evaluations at 90 days, 6 months and 1 year. He has been putting in a lot of long 12 hours days

along with Elder. Elder stated he is doing a great job with the projects she assigned him and that there is much more to be done. Elder hopes to work him into a full-time position with the approval of the commission so that the department can work at full capacity.

New Business

Projects – Vogeler gave a breakdown of what he has been assigned. The Salamander credentialing and tracking software (and hardware) is a huge project that he has been going to all partners (cities and county) to train on. This is a large project that will benefit all of the entities with the ability to keep training, licensing, credentialing, tracking, and more in one place. This system is recognized nationwide and is a key tool in the EM toolbox for use during exercise, training and real-world events. Alert Iowa is the second big project that Vogeler reported on. He has been training on this system and assigning each entity an administrator, so they are able to put out alerts to their communities. This project is moving forward and proves to be a great addition to the other warning/alerting tools that EM and the communities have. It can be used for any type of alert or warning as long as they are under the guidelines/policies of the Alert Iowa user's manual. Vogeler will continue to work forward on these projects and has been traveling quite a bit out to communities to attend council and team meetings. He is also helping to convert the ESFs into a new format for the county. Elder is currently reviewing these and will be sending the selection of ESFs out to the partners after October 1 for review. Folk asked Vogeler if there is a disclaimer for liability for the Alert Iowa alerts that are sent out. Elder and Vogeler will look into this and get the information back out to all partners.

Specialist – Update by Coordinator – Elder reported that all the projects that Vogeler is working on has helped her tremendously with staying on top of important training, exercise coordination, partner meetings, planning and more. Elder would like to see the commission look at moving the position to full time in the near future so that work can continue to strengthen the EM agency in Marshall County.

New/Updated plans – Currently the ESFs/RSFs: ESF 4 Firefighting, ESF 9 Search and Rescue, ESF 10 Hazardous Materials, ESF 13 Public Safety, RSF Cultural and Natural Affairs will all be updated for this year's review at the state. They are already being converted to the New Hampshire style and Elder is reviewing them for accuracy. Elder stressed how important it is for the cities and the county to have their own Emergency Operations Plan to address their operations locally, these fit under the overall high view of the county EOP (ESFs and RSFs). Elder can send out the templates for this again to those partners that need it. Elder can come out and speak to the councils about their importance of being completed, cities just need to reach out to her to schedule this. Without these plans in place, there is more than likely going to be refusal of any federal grants or assistance during a disaster or emergency situation. Hazard Mitigation Plan Update grant has been approved by the state and Elder will be the authorized representative that will work with the vendor on getting this completed. Elder reminded all partners that they will be contacted for meetings during the update and these are vital in getting information correct in the plan. If partners do not participate, they cannot apply for federal grants.

Meetings upcoming – CERT continues to meet monthly and train, they have expanded their reach and are doing a great job reaching out to schools and the community with planning information. EMS Association will meet again after the EMS taskforce meeting, sometime in October.

Exercises – State supported exercise with LEPC and hazmat was held on Sept 10 with a good mix of partners attending and participating. This is a great way to engage our partners with each other and work through scenarios without fault. Cities and the county are encouraged to attend exercises.

Education updates – Elder is still required NQS (National Qualifications System) still waiting on clarification from the federal partners before filling out all of the paperwork. EM in Marshall County has met most if not all the requirements listed.

Training and Exercise requirements – EM has continuing to meet requirements, bringing Matt up to requirements as he is able to take classes and work through other requirements. He is limited in time to do this since EM office has been busy. This will be easier if the commission approves a full-time support specialist in the near future.

Orion/Futurity – This is a damage assessment application/tool. There have been some changes and EM has been attending training. State EMs are waiting on more training to be pushed out. Elder is hopeful that this is a system that will allow input from responders, EM and individuals for damages in the county, and they all come to the EM for review and follow up.

Unfunded mandates/Duties of EMA increases - As most offices lately, the EM office seems to be more and more busy with mandated work from the federal and state level to meet criteria for grants and programs. Elder has been working with more programs locally and regionally, such as the Peer Support Program for EM professionals and the EMS State Region 1 group under Healthcare Coalition.

Building the program in Marshall to where it should be is ongoing. There are so many programs that were left to the side because Elder did not have the time to dedicate to all of them. There has been positive movement in several projects, including updating several smaller plans (EMS mass casualty and mass fatalities), training each commission member representative on Salamander credentialing system use, establishing administrators in Alert Iowa system, and meeting with EMS, Fire and City councils. There is much to be done and Elder is excited to have a better EM program with more resources for our county commission members and their residents. Elder hopes to get more hours for the specialist to continue to improvements and advancements in the EM program in Marshall County.

Partner meetings – LEPC has met to continue partnerships with those in the HazMat realm and exercise plans and operations if there were to be a hazmat incident in the county. The Long Term Recovery Committee is working at restarting as a committee, even though they are still a committee, there hasn't been a disaster, and it is common for these committees to fade out as things are taken care of. Meeting periodically helps with partnerships before disasters strike and are very vital in the recovery of the county. EMS taskforce is waiting on the survey/study to be done on Marshall County EMS system and how it can be improved upon. Board of Health meeting was cancelled due to the ongoing Legionella outbreak in Marshall County. Elder has been working with Public Health to support their efforts along with state partners. Peer Support for EM voted Elder

in as a member in August. Elder will continue to train with the peer support group and support those in need, whether EM or other responder groups. CERT mentioned above.

Regionalization discussion – EM (State level) has been mentioning the possibility of regionalization of emergency management in the state. Elder believe that the stronger the EM at county level is, there is less chance for it to be absorbed by a region or another county. Elder is building the Marshall County EM to be able to take on other counties with less resources if needed. This is a strong reason for the Marshall County EM office to continue to build and grow.

Budget discussion and possible action -Emergency Management Levy discussion and possible action – Elder explained the options for funding EM under 29.C (State Code). This discussion along with the budget number were presented in April and again with the agendas this month for commission members to review prior to the meeting. Folk motioned to proceed with the Marshall County EM Commission being funded by the levy (29.c) option and not the current assessment option. Seconded by Greer. Roll Call vote:

Melbourne – Yes

Ferguson – Yes

Marshalltown – Yes

Haverhill – Yes

State Center – Yes

BOS – Yes

Laurel – Yes

MCSO – Yes

Motion passed with 8 yes votes and 0 no votes. Elder will get information to Nan Benson, Auditor, and ask her how to proceed with the levy option through the General Supplemental Levy.

Motion by Folk to have Elder come up with budget numbers to show levy for the budget in November. Melbourne seconded. Motion passed.

EOC – active for Public Health outbreak. Elder has been working to support state and local public health with their needs and entering into WebEOC.

Website – New EM/911 Communications website being worked on. Elder stated this will be built by the same company as the auditor’s voting site and the sheriff’s office site, Neapolitan (Mint Chip) Labs. The process is already underway and there are so many great options with this company. The site should be up and running just after Christmastime.

Other Business – Elder stated that since one of the EMs that signed up to use a grant for the National Homeland Security Conference has since left EM, Elder was able to secure a \$2000 grant for attending. She is currently working with the state to get all of the paperwork and documentation ready for the reimbursement. Elder stated that the HS conference was a great one and that there is so much to learn from larger and like-sized counties, cities and states. She feels that she brings back so many different ideas, tips and tricks to doing EM more efficiently that this is a great conference that she hopes to continue to attend. Greer noted that he would like to see more information coming from public health. Elder stated that there is a lot of private information in a public health emergency but she would suggest that all department heads, including public health, attend a public information officer training, as there is a lot to learn about public

information and how to properly work with partners to ensure there is a consistent and accurate message being put out to the public and the media. The incident command system is vital knowledge in working through disasters, emergencies and large public events.

Public Forum- No public attending. No public comment. Adjournment- Motion by Folk to adjourn, seconded by Heil. All in favor. There being no further business to come before the Commission, the meeting is adjourned at 7:12p.m.

Next meeting November 13, 2025 6 p.m.