

**Northwest Central
Joint Emergency Management System
Board Meeting Minutes**



Minutes
May 20, 2021
1975 E. Davis St., Arlington Heights, IL 60005

1) Call to Order

Mr. Townsend called the meeting to order at 9:30 a.m.

2) Roll Call

Randall Recklaus – Village of Arlington Heights
Steven Casstevens – Village of Buffalo Grove
Ray Rummel – Elk Grove Village
Eric Palm – Village of Hoffman Estates
Sam Trakas – Village of Inverness
Michael Cassady – Village of Mount Prospect
Pat Gratziana – Village of Palatine
Barry Krumstok – City of Rolling Meadows
Brian Townsend – Village of Schaumburg
Chris Clark – Village of Streamwood
Jon Sfondilis – Village of Wheeling
Mick Fleming – JEMS
John Ferraro – NWCDS

3) Public Comment

- No Public Comment

4) Consent Agenda

- March 21, 2021 Meeting Minutes
- March, 2021 Financial Report
- April, 2021 Financial Report.
 - Motion to approve by Barry Krumstok
 - Second by Ray Rummel
 - Roll Call Vote:
 - J. Sfondilis: Yes
 - C. Clark: Yes
 - B. Townsend: Yes
 - B. Krumstok: Yes
 - P. Gratziana: Yes
 - M. Cassady: Yes
 - S. Trakas: Yes

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- E. Palm: Yes
- R. Rummel: Yes
- R. Recklaus: Yes
- Motion carries

5) Joint Emergency Management Coordinator Update

The update was included in the meeting package. Mr. Fleming highlighted the following portions:

- COVID-19 vaccination clinics have been taking up a significant portion of our time and energy recently. We were able to secure 7200 doses of vaccine through Jewel-Osco for the second round of clinics, however there were relatively few residents who registered. Despite significant additional outreach, we did not get a lot of additional registrations. Consequently, we were able to reduce the number of vaccine doses, as well as the amount of supplies and volunteers. The first clinic on May 6 served approximately 750 individuals. The second dose clinic is scheduled for May 27. We will be shrinking the footprint of the clinic (using only one room at the convention center instead of two), and using significantly fewer volunteers, possibly only about 20. The smaller than expected number of individuals seeking vaccines at the clinic indicates that most residents of our area who wanted to receive a vaccination have been able to do so.
- Discussion on vaccinations of home-bound residents, including Cook County Public Health's program for such vaccinations. There are some options that we could pursue as well. Consensus was that since the County program is in place, the effort to take on a program regionally would not be worth it, as there does not appear to be a significant unmet need.
- FEMA Public Assistance was discussed. The federal disaster declaration has been extended through mid-July, and reimbursement is being covered at 100%. We anticipate this will be the last extension for this disaster. There will be a lot of work once this expires, as we will have 30 days to submit and validate the documentation (since January, 2020) and begin the closeout process. Many communities have already received some reimbursements, others have not. Discussion on information sharing among Finance personnel to ensure everyone is prepared as well as possible for submitting paperwork.
- Discussion on local disaster proclamations, and the need for them. Some of our communities made such proclamations, others have not. At this point, there is not any need for one from a reimbursement perspective, as everyone is covered under the federal declaration. There is potentially a benefit in terms of the ability for local jurisdictions to exercise emergency authorities if needed.

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- We're trying to get the JEMS office back toward normal, including resuming training and exercises, and to accomplish goals that have been set out for the program, including getting everyone's plans updated.
- Training is slowly coming back. Mr. Fleming attended the ICS 449 (ICS Train the Trainer) course at the Emergency Management Institute, and we're hoping to be able to provide some addition ICS classes in the near future. We're also still trying to get the TEEX MGT 346 EOC Operations and Planning course and the NDPC MGT 460 Planning for Debris Management course rescheduled, as some of the federal training is beginning to reopen.

6) Old Business

A. COVID-19 Response and Recovery

- Much was covered in the update. Unless there is an unforeseen spike in cases, there will be less time spent on this topic in the future, and we will be transitioning back to our original scope of work. There was also discussion on the relationship between Public Health and Emergency Management, and on the value of the JEMS organization.

B. Community Status Sheets

- Mr. Fleming reviewed the requirements for each community. A Status Sheet for each community was included in the packet, documenting where they stand in nine areas of their Emergency Management programs.

7) New Business

A. IEMA Accreditation

- Mr. Fleming gave an overview of the Accreditation process through IEMA, and the challenges for our accredited agencies (Hoffman Estates and Palatine) in maintaining their accreditation and the associated difficulties in working with IEMA. We are still working with the communities to maintain accreditation. Discussion on advantages of accreditation, and the potential for joint accreditation for the JEMS program.

8) Other Business

- None

9) Adjournment

- A.** Motion to adjourn by Mr. Krumstok
- B.** Seconded by Mr. Palm
- C.** Motion carried, meeting adjourned.