

**Northwest Central
Joint Emergency Management System
Executive Committee Meeting Minutes**



April 15th, 2021
Conference Call

1) Call to Order

Dane Bragg called the meeting to order at 0903 hours.

2) Roll Call

Dane Bragg – Chair, Village of Buffalo Grove

Andrew Larson – Village of Arlington Heights

Mike Baker – Village of Buffalo Grove

Rich Mikel – Elk Grove Village

Sarah Marcucci – Village of Hoffman Estates

(Absent) – Village of Inverness

Brian Lambel – Village of Mount Prospect

Scott Andersen – Village of Palatine

(Absent) – City of Rolling Meadows

Jim Walters – Village of Schaumburg

Chris Clark – Village of Streamwood

Ileen Bryer – Village of Wheeling

Mick Fleming – Northwest Central Joint Emergency Management System

Pat Gratianna – Village of Palatine

John Dolan – Village of Mount Prospect

3) Public Comment

A. No Public Comment

4) Consent Agenda

A. Motion to approve the consent agenda which includes

i. Minutes from the Executive Committee meeting on February 18, 2021

ii. Joint Emergency Management Coordinator Update

1. Motion made by: Andrew Larson

2. Motion seconded by: Jim Walters

3. Roll Call Vote:

A. Larson: Yes

M. Baker: Yes

R. Mikel: Yes

S. Marcucci: Yes

B. Lambel: Yes

S. Andersen: Yes

J. Walters: Yes

C. Clark: Yes

I. Bryer: Yes

D. Bragg: Yes

Motion carries

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5) New Business

(None)

6) Old Business

A. COVID-19 Updates

- i. Mr. Fleming provided an update on the current status of COVID-19 eligibility. He discussed the FEMA policy document Coronavirus Pandemic: Medical Care Eligible for Public Assistance (Interim), which has a 30-day reporting requirement for demographic information that we have never before collected in order to be eligible for reimbursement. He also discussed the Social Vulnerability Index as it applies to the funding document. There are a number of states challenging this with FEMA as there is currently no way to collect the data they want. The 90-day disaster declaration extension expires at the end of this month; we anticipate it will be extended again. If it is not, that will trigger a 30-day period to get all documentation submitted through the portal. Once the disaster declaration ends, no more costs will be reimbursed.
- ii. We are still set for May 6 and 27 to hold another vaccine clinic at the Schaumburg Convention Center. Mr. Fleming discussed vaccine types (Pfizer vs. Johnson & Johnson) available and how this potentially could affect the date(s) of the clinic. We will probably not have a hard number as to how many doses we will get until a week prior to the clinic. Supplies have already been ordered, and reimbursement documents are also being prepared. We will need about 10 volunteers from each community again. We should still have an ambulance staffed for the clinic, too. Discussion on timeline for publicizing dates of clinic, and uncertainty factors affecting this. Further discussion on local vaccination data, and how this will affect the need for further clinics. Discussion on ambulances to stand by; Palatine will supply one on 5/6 and Mount Prospect on 5/27. Discussion on local clinics; Chief Mikel reported that the demand seems to be decreasing based on their local experience.

B. FEMA CPG 101 Revision

- i. Mr. Fleming explained that FEMA requested that he write a vignette to share as they like the JEMS EOPs, and consider them to be best practices to share as part of the updated document. JEMS submitted it, and hopes to be included in the new planning guidance that will be released in 2021.

C. Community Status Sheets

- i. Mr. Fleming explained that community status sheets that indicate where each plan or training elements stands with each community have been completed and drafts were distributed with the packet. He explained the process, and requested that committee members review them and reach out

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to him if they see anything that needs to be corrected before the finalized sheets are distributed to the managers.

D. IRIS Database Rebuild & Position Database

- i. Mr. Fleming explained the plan to progress the IRIS rebuild once the NWCDS CAD project was completed; the new CAD is now in service. We plan to use one of the servers that was used with the old CAD, and host our own version of IRIS, without using a commercial web server. We hope to have this server in service by the end of May, and begin migrating data. Hopefully we can have data transferred or re-entered by sometime in the fall. Once the rebuild is complete the database will need to be updated at that point. It will be a continual process to keep the database up to date.

7) Adjournment

- A. Motion to adjourn made by: Rich Mikel
 - i. Motion seconded by: Brian Lambel
 - ii. Voice Vote: All Aye