

# COMMITTEE OF THE WHOLE

City Hall – Council Chambers

July 6, 2021

The Committee of the Whole met at City Hall at 5:30 p.m. on July 6, 2021, with the following Committee persons in attendance: Mayor Robert M. Green and Councilmembers Frank Darrah, Sudan deBuhr, Simon Harding, Daryl Kruse (via videoconference), Mark Miller, and Dave Sires. Absent: Kelly Dunn. Staff members from all City Departments and members of the community attended in person and teleconferenced in.

Mayor Green called the meeting to order and introduced the first item on the agenda, Incident Command System with County EMA and introduced Mindy Benson, Black Hawk County Emergency Management Coordinator.

Ms. Benson gave a brief background of her experience. Ms. Benson referenced her slideshow and explained the National Response Framework for unified command. She defined an incident and provided an example, the 2020 derecho. She stated that utilization of an Incident Command System (ICS) and Emergency Operations Center (EOC) would have eliminated duplication of requests and coordinated resources and services through unified command. Ms. Benson explained the benefits of the Salamander system for ID badges which list employee-specific trainings. Salamander can track inventory location, activity, usage, and FEMA cost codes; it can also track employee activity. Ms. Benson stressed the importance of having a decision maker in the EOC. She defined ICS, identified users, and stated its goals. She identified roles and responsibilities of general staff and departments. She addressed the importance of creating Incident Action Plans and steps. Ms. Benson introduced resources including the National Incident Management System (NIMS).

Mayor Green asked for questions. Councilmember Harding asked if the county has an EOC. Ms. Benson wants to work with the City and county through an emergency management commission and/or other special committee and explore other counties' templates. Public Safety Director Olson outlined previous EOC structure. Mayor Green outlined future EOC structure. Ms. Benson defined her role as coordinator and the role of the commission.

Mayor Green introduced the second item on the agenda, Parking Ordinance Amendments, and introduced Jacque Danielsen, City Clerk.

Ms. Danielsen reviewed the background from the June 7<sup>th</sup> meeting and discussions with Community Main Street and College Hill Partnership Directors to reestablish timed parking and permits in the Downtown municipal lots and paid parking in the College Hill municipal lots (except June/July for College Hill), continuing all other enforcement as posted; and relocation of the College Hill Farmers Market. Ms. Danielsen reviewed the timeline of proposed ordinance amendments. Ms. Danielsen states the vendor will remove kiosks properly to retain any value. Councilmember Sires asked if Public Works could remove; Ms. Danielsen responded that Public Works wasn't involved in the installation. Councilmember Harding asked how many kiosks were at College Hill and Ms. Danielsen responded that there are two.

Mayor requested a motion to proceed with proposed parking amendments. Councilmember Harding moved; Councilmember Miller seconded. Motion approved unanimously.

There being no further business, Mayor Green adjourned the meeting at 6:11 p.m.

Minutes by Katie Terhune, Administrative Assistant