



SCOTT COUNTY EMERGENCY MANAGEMENT COMMISSION

Mayor Bob Gallagher, Chair
David Donovan, Agency Director
1100 East 46th Street, Davenport, Iowa 52807
Phone 563-484-3050 david.donovan@scottcountyiowa.com

Tentative Meeting Agenda
July 16, 2020 at 6:00 p.m.
Emergency Operations Center Conference Room
1100 E. 46th St
Davenport, IA 52807

SCEMA Commission - Zoom Meeting option

<https://us02web.zoom.us/j/88164816185?pwd=TFJmdmZvU3V4YU1jeGZKZzM4RTRxZz09>

Meeting ID: 881 6481 6185

Dial in:
(312) 626 6799 US (Chicago)

A - Approval of Meeting Agenda and Minutes

- 1) Changes to and/or approval of Meeting Agenda – today’s meeting
Motion_____Second_____Ayes_____Nays_____

- 2) Approval of Minutes from the April 16, 2020 Commission meeting (see attached)
Motion_____Second_____Ayes_____Nays_____

C - Old Business

- 1) Update on the Quad City P-25 Radio Project
 - a. Project Management
 - b. Tower Site Bids
 - 2) Flood Response and Recovery Update
 - 3) COVID Response and Recovery Update
 - 4) Update on the Genesis Well Project
-

D – New Business

- 1) Discussion of an agreement with Genesis Health System and Iowa American Water for the Genesis Well project.
- 2) Finance / Budget Update
- 3) Discussion of personal protective equipment stockpile
- 4) Discussion of Commission meeting frequency

E – Agency Report

- 1) Training Update: no activity due to COVID
- 2) Exercise/Event Update:
 - a. Exelon evaluated radiological exercise
- 3) Planning Update:
 - a. Annual Plan Update
 - b. Public Information Officers Group
 - c. DHS PPOW / KC Area Coordination - POSTPONED
 - d. State CERT coordination effort
- 4) Technology and Equipment Update:
 - a. COVID Dashboard
- 5) Upcoming important dates for 2020/21:

Jul 16: Scott County EMA Commission Meeting
Jul 31: Quad City Emergency Planning Committee
Aug 11: Radiological Evaluated Exercise
Aug 20: SECC Board Meeting – Radio Tower Bid Award
Aug 28: Quad City Emergency Planning Committee
Sep 17: SECC Board Meeting
Sep 25: Quad City Emergency Planning Committee
Oct 15: SECC Board Meeting
Oct 15: Scott County EMA Commission Meeting – Budget Discussion
Oct 30: Quad City Emergency Planning Committee
Nov 19: SECC Board Meeting
Dec 4: Quad City Emergency Planning Committee
Dec 17: SECC Board Meeting
Jan 21: Scott County EMA Commission Meeting – Budget Presentation
Feb 18: Scott County EMA Commission Meeting - Budget Adoption
Apr 15: Scott County EMA Commission Meeting
Jul 15: Scott County EMA Commission Meeting
Oct 21: Scott County EMA Commission Meeting

F – Actions and Approvals

- 1) Approval of an agreement with Genesis Health System and Iowa American Water for the Genesis Well project and grant.
Motion_____Second_____Ayes_____Nays_____
-

- 2) Approval to develop and maintain a local stockpile of personal protective equipment and to enter into agreements with Scott County public safety agencies for participation in the local stockpile and joint purchases.

Motion_____Second_____Ayes_____Nays_____

- 3) Approval of temporary increased spending authority for PPE purchases for the local stockpile, up to \$25,000 per transaction, not to exceed \$85,000.

Motion_____Second_____Ayes_____Nays_____

G – Next Meeting

- 1) Next Scheduled Meeting – October 15, 2020, at 6:00pm, for a regularly scheduled quarterly Commission meeting.

H – Adjourn

- 1) Motion to Adjourn

Motion_____Second_____Ayes_____Nays_____

Time_____



SCOTT COUNTY EMERGENCY MANAGEMENT AGENCY

David Donovan, Director
Bob Gallagher, Commission Chair
1100 East 46th Street, Davenport, Iowa 52807
(563)484-3050 david.donovan@scottcountyiowa.com

**Scott County Emergency Management Agency Commission
April 23, 2020 Meeting Minutes**

The Scott County Emergency Management Commission met for their April meeting on Thursday, April 23, 2020, at 6:00 pm, at the Scott County Emergency Management Agency located at 1100 E 46th St Street, Davenport. This meeting was rescheduled from April 16, due to COVID-19 and social distancing requirements. This meeting was facilitated via teleconference and in-person.

Commission Members present (via teleconference):

Bob Gallagher, Mayor of Bettendorf (Chair), Sally Rodriguez, Mayor of Buffalo; Steve Laughlin, Mayor of Dixon; Ken Schoenthaler, Mayor of Donahue; Marty O'Boyle, Mayor of Eldridge; Ron Rice, Mayor of Panorama Park; John Maxwell, Scott County Board of Supervisors (Vice-Chair); Tim Lane, Scott County Sheriff; John Kostichek, Mayor of Walcott.

Others Present:

Arnold Alt, Scott County EMA; Dave Donovan, Scott County EMA; Brian Payne, Scott County EMA;

Chair Gallagher called the meeting to order at 6:00 pm. All Commission members appeared via teleconference with EMA staff present at the meeting location for any public wishing to appear.

Approval of Meeting Agenda and Minutes

Maxwell made a motion to approve the agenda for today's meeting. Seconded by Rice. All Ayes.

Maxwell made a motion to approve the minutes from the February 20, 2020 meeting of the Scott County Emergency Management Commission. Rice seconded. All Ayes.

Old Business

- 1) Donovan gave an overview of the work to date on the QC P-25 Radio System project.
-

- 2) Donovan and Payne gave a report of the response to COVID-19.
- 3) Payne gave a report of 2020 flood response to date.
- 4) Donovan and Payne gave an update of the Genesis Well project and discussed a proposed contract with IMEG for engineering services for the project.

Public Hearing

- 1) Maxwell made a motion to open a public hearing regarding the proposed amendment to the Fiscal Year 2020 Agency Budget for the Scott County Emergency Management Agency. Seconded by Rice. All Ayes.
- 2) Donovan outlined the proposed amendment to increase disaster spending authority for COVID-19 response and the purchase of necessary supplies and equipment.
- 3) Public Comment – no one spoke for or against the proposed FY2020 Budget Amendment.
- 4) Maxwell made a motion to close the public hearing. Seconded by Rice. All Ayes.

Actions and Approval

- 1) Maxwell made a motion to approve a contract with IMEG for engineering services for the Genesis Well Project in the amount of \$60,000. Rice seconded. All Ayes.
- 2) Maxwell made a motion to approve the proposed amendment to the Fiscal Year 2020 Scott County Emergency Management Agency Budget as published, presented and discussed. Rice seconded.

Roll Call Vote:

Bettendorf	Aye
Blue Grass	Absent
Buffalo	Aye
Davenport	Absent
Dixon	Aye
Donahue	Aye
Eldridge	Aye
Le Claire	Absent
Long Grove	Absent
Maysville	Absent
McCausland	Absent
New Liberty	Absent
Panorama Park	Aye
Princeton	Absent
Riverdale	Absent
Scott Co. Board	Aye
Scott Co. Sheriff	Aye
Walcott	Aye

Motion carries – amendment approved.

Next Meeting

Next Commission Meeting – July 16, 2020 at 6:00 pm, for a regularly scheduled quarterly meeting.

G – Adjourn

O’Boyle made a motion, and Rice seconded to adjourn at 6:36 pm. All ayes.





SCOTT COUNTY EMERGENCY MANAGEMENT AGENCY

David Donovan, SECC/EMA Director
1100 East 46th Street, Davenport, Iowa 52807
(563) 484-3050 david.donovan@scottcountyiowa.com

July 9, 2020

To: Mayor Bob Gallagher
EMA Commission Chair

From: David Donovan
EMA/SECC Director

Subj: Agreement for Genesis Well Project

At the last several Commission meetings, we have discussed and approved the grant with the State of Iowa Flood Recovery Board to install a water well at Genesis Medical Center East Campus. You also approved an agreement with IMEG for engineering services for this project at your last meeting, in April. As you recall, this project has also changed to include Iowa American Water as a primary partner. The grant funds phase one of the project, which will establish the water well as a back-up water source for the Genesis East Campus. Phase two of the project, will not include EMA. Rather, it is planned as a joint project between Iowa American and Genesis that will provide water treatment for the new well (making it fully potable) and attach it to the Iowa American infrastructure, thus establishing the first of several planned diverse water sources for their system.

The next step in this process is to execute a project agreement between the three primary parties: Scott County EMA, Genesis Health Systems and Iowa American Water. Attached is the final draft of that agreement, which spells out the terms of the project and responsibilities. The proposed agreement has been reviewed by the County Attorney as well as attorneys for Genesis and Iowa American Water.

EMA will help to project manage the well project, with assistance from Scott County Facility and Support Services and in consultation with Genesis Engineering Department and operations personnel from Iowa American. Our only financial commitment for this project is as a pass through for the grant funding. All matching funds and additional funding necessary to complete phase one and the subsequent phases is provided by Genesis Health Systems and Iowa American Water.

We remain very excited about this project and the impact it will have on community resilience. It is a great partnership between the three organizations. While this project does not ensure a

back-up water source with full system capacity, it is a step in that direction. It is an important step in our partnership with both Genesis and Iowa American. Lastly, it also represents a commitment from Iowa American Water to begin to diversify their water source for our community. It ensures that we will have another source of water should the current river water intakes become unusable due to unforeseen circumstances, such as hazardous materials or dam failure.

We recommend approval of the attached agreement and request that the Commission authorize the Director to sign the agreement on their behalf. We will be at the Commission meeting to discuss this recommendation and to answer any questions the Commission may have.

CC: Brian Payne
Jim Hawkes



MEMORANDUM OF AGREEMENT

Between
SCOTT COUNTY, IOWA
(Emergency Management Agency)
And
GENESIS HEALTH SYSTEM
And
Iowa-American Water Company

This Memorandum of Agreement (“MOA”) is entered into this _____ day of _____, 2020, by and between Scott County Emergency Management Agency (hereafter Scott County EMA), Iowa-American Water Company (hereafter IA Water), Davenport, Iowa’s local, for profit, potable water company, and Genesis Health System (hereafter Genesis), a local, non-profit, healthcare system.

RECITALS

WHEREAS, The State of Iowa’s Flood Mitigation Board (Iowa FMB) as administered by the Iowa Homeland Security and Emergency Management Department (IAHSEMD) has awarded Scott County EMA, a grant of **not** more than \$417,375.00 in state-appropriated funds to complete a non-potable water well project for Genesis at their East Campus location; and

WHEREAS, IA Water, Genesis, Scott County EMA, and the Iowa FMB, have agreed that this project (the “Project”) will be funded by 75% State funding, in the form of a grant, and a 25% local match requirement that Genesis has agreed to provide to the Scott County EMA; and

WHEREAS, Costs in excess of the grant and 25% local match will be borne as follows: Costs associated with interconnection of the well to the Genesis facility will be provided by Genesis. Costs in Phase One to increase capacity of the well up to 1.5 Million Gallons Per Day (MGD) and to construct the well to potable standards shall be provided by IA Water. Phase Two costs to provide treatment of the well to meet public water supply standards shall be solely provided by IA Water.

WHEREAS, IA Water and Genesis understands that the Iowa FMB is not capable of providing any additional funds over the amount listed above, and any further expenses incurred above the written grant application’s amount, will be the responsibility of IA Water and Genesis to fund; and

WHEREAS, Scott County EMA will be responsible to ensure the all Federal, State, & Local procurement policies are followed; and

WHEREAS, Scott County EMA will be responsible to meet all other grant requirements until the Iowa FMB and the IAHSEMD have deemed this Project closed; and

WHEREAS, after the Iowa FMB and IAHSEMD have deemed this Project completed and as soon as legally possible under the terms of the aforementioned grant, Scott County EMA will turn over all legal rights, responsibility, and ownership of this non-potable water well to IA Water; and

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Scott County EMA, IA Water, and Genesis hereby agree to the following terms and conditions:

1. Project Ownership.

Scott County Emergency Management Agency, with the assistance of Scott County staff, will be the primary project owner and maintain full responsibility for this Project. Collaboratively, Scott County, Scott County EMA, IA Water, and Genesis Health System will collectively work to ensure project completion to meet all Federal, State, and Local regulations.

2. Intended Project Use

All Parties agree and stipulate that, if the need arises and implementation is deemed appropriate by the circumstances, Genesis will utilize the completed project well and associated equipment to supply water to support the continued operation of the Genesis East Campus. The ultimate purpose of the Project is to avoid the need to move patients unnecessarily or evacuate the facility, thus provide increased stability for in-hospital care in Scott County, primarily during times of disaster, emergency, or other circumstances that may impact the availability of utility-provided water service to the Genesis East Campus.

3. Use of Land.

Genesis agrees to provide Scott County Emergency Management Agency & IA Water with land for the installation of the water well and future treatment facility at their East Campus. The provision of said land to the Scott County Emergency Management Agency for this Project is at no cost, and at no time will the County have any legal ownership of this land.

4. Condition and Sufficiency of Land.

All parties agree that the exact location of the Genesis-provided land for this project will be determined by the contracted consulting engineering firm, IA Water, and Genesis's Planning & Construction Department, with Genesis having the ultimate approval for the location.

5. Installation, Maintenance and Care of the Land and Genesis's Equipment

Once completed and accepted, Scott County Emergency Management Agency shall have no obligation to repair and/or maintain the land, the well installation itself, the well equipment and piping, nor any impacted equipment or piping currently owned by Genesis.. Hired contractors shall name Genesis, IA Water, Scott County and Scott County EMA as named insureds for insurance required for the Project. Scott County Emergency Management Agency, in collaboration with Scott County, IA Water, the Genesis Planning & Construction Department and in consultation with contracted design engineering consultants, will ensure compliance and adherence to all applicable Federal, State, and Local regulations for projects of this nature.

After Project completion, IA Water shall, at its sole cost and expense, maintain the land provided by Genesis, the well, and IA Water's equipment. IA Water agrees that, to the best of their ability, the completed water well funded by this grant will be operated in compliance with all Federal, State, & Local requirements. IA Water further agrees that, to the best of their ability, all manufacturer and industry-standard recommended system and component maintenance is performed, and interconnects to supply water to their facility will remain in place.

IA Water agrees to perform all manufacturer and industry-standard recommended maintenance. Further, IA Water agrees to maintain the project well, system equipment, and Genesis agrees to maintain all system interconnects intended and/or necessary to supply water to their facility, in good working order, for a period no less than 20 years. IA Water and Genesis shall consult with Scott County EMA before undertaking any substantive system changes that impact the intended use of the well-system for the hospital campus.

6. Project Management

IA Water and Genesis Health System will appoint one project representative to participate as part of the County's project management team. Together, IA Water and Genesis will collaboratively work to complete this project.

7. Function, Operation, & Interconnections.

Project Phases:

Because of the State grant that Scott County EMA has received to partially help fund this project, the Project will be broken into two phases. Phase One of the Project will be to establish a non-potable water well on the property of Genesis East. This phase will provide an immediate, secondary water source for Genesis, and will meet all Federal, State, & Local requirements to, at the completion of Phase Two, be designated as a potable well source.

Phase One:

The purpose of this project phase is to establish an immediate, secondary water source ("Secondary Source") for the Genesis East Hospital facility and building infrastructure. Phase One will be partially funded by the approved grant from the State of Iowa's Flood Mitigation Fund. The Secondary Source will have the capability to support the following building systems: heating systems, cooling systems, fire suppression systems, and wastewater systems (restroom toilets). The use of the system is not limited to the above-listed systems. Genesis may use the Secondary Source to support and all building-systems necessary for on-going hospital operations.

In the event of an emergency, Genesis Health System agrees to utilize this Secondary Source as an emergency source of water for their facility. IA Water and Genesis agree to the following: (i) maintain this Secondary Source to all manufacturer and/or industry-standard specifications; (ii) adhere to all Federal, State, and Local regulations for operating a non-potable water well; (iii) ensure the interconnection between this Secondary Source and their

facilities infrastructure will remain intact, operational; and (iv) maintain written operational plans for the effective use of said system.

During a failure of the primary utility-provided water system, Genesis Health System will have the best understanding of their operational needs, and the decision to utilize this Secondary Source rests solely with Genesis Health System. Genesis Health System agrees that they will make every effort to use this Secondary Source to avoid the need to unnecessarily move patients or evacuate the hospital and to provide stability of hospital care in Scott County.

At the completion of Phase One, Scott County and Scott County EMA will have no further responsibility with this Project, and all legal rights for the Secondary Source will be signed over to IA Water. The Secondary Source will only be signed over to IA Water at the acknowledgment and closure of the State of Iowa's Flood Recovery Fund Grant which shall be indicated to the parties by written notice from the State of Iowa.

Phase Two:

Phase Two of the project will be collaboratively overseen by IA Water and Genesis. This phase of the Project will encompass the establishment of a water treatment area on the property of Genesis East. At the completion of Phase Two, the Secondary Source will be fully certified as a State approved, potable water well, that will be managed by IA Water and will maintain the capability of providing potable water to Genesis East during an emergency event that causes the loss of this critical utility.

8. Water Well Owner.

The Flood Mitigation Board has awarded Scott County Emergency Management Agency the funding to support this project. Genesis Health System agrees to provide for the remaining balance of this project through a financial payment to Scott County EMA to reimburse them for required grant match funds and any project cost overages. Payment will be made from Genesis Health System to Scott County EMA within thirty (30) days after they presented with an invoice, including financial documentation.

At the conclusion of the Phase One (after acceptance by all parties, final payment and project close-out by the Iowa Flood Mitigation Board and Iowa Homeland Security and Emergency Management Department), Scott County Emergency Management Agency will surrender full ownership of this Secondary Source and all related equipment to IA Water and will provide written notice of the change in ownership to the parties.

9. Termination.

Either the Scott County Emergency Management Agency, IA Water, or Genesis Health System have the right to terminate this MOA any time prior to the first expense related to this Project being incurred by any of the parties to this MOA. To terminate this MOA, either party must give written notice to the other at least ninety-six (96) hours to each party to this Agreement prior to the proposed date of termination. Upon receiving a notice of termination, all parties, will stop all progress, and Scott County Emergency Management Agency will notify Iowa Homeland Security. After the first expense related to this Project is incurred by any of the

If to EMA : Scott County
Emergency Management Agency
1100 E. 46th Street
Davenport, IA 52807

14. Governing Law.

This MOA shall be governed by the laws of the State of Iowa without regard to conflicts of laws principles thereof.

15. Authority.

The Scott County Emergency Management Agency, Iowa American Water Company, and Genesis Health System represent that the person or persons executing this MOA are duly authorized to execute and deliver this MOA on behalf of the Scott County Emergency Management Agency, Iowa American Water Company, and Genesis Health System.

IN WITNESS WHEREOF, the parties have caused this MOU to be executed as of the date first written above.

**SCOTT COUNTY EMERGENCY
MANAGEMENT AGENCY, IOWA**

GENESIS HEALTH SYSTEM

By: _____
Its: _____

By: _____
Its: _____

IOWA AMERICAN WATER COMPANY

By: _____
Its: _____



Budget Performance Report

Date Range 07/01/19 - 06/30/20

Include Rollup Account and Rollup to Base Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd
Fund 480 - Emergency Management Agency Fund									
REVENUE									
Department 68 - Emergency Management Agency/EMA									
Program 6801 - Emergency Preparedness									
State Service Area 1290 - EMA Expenditures									
42163	Federal (FEMA)								
42163	Federal (FEMA)	.00	.00	.00	.00	.00	49,804.69	(49,804.69)	+++
42163.01	Federal (FEMA) EMPG	39,000.00	.00	39,000.00	.00	.00	39,000.00	.00	100
	42163 - Federal (FEMA) Totals	\$39,000.00	\$0.00	\$39,000.00	\$0.00	\$0.00	\$88,804.69	(\$49,804.69)	228%
43809	Reimbursements from Scott County	218,000.00	.00	218,000.00	18,166.63	.00	218,000.00	.00	100
47010	Interest on Investments	5,000.00	.00	5,000.00	.00	.00	(1,071.89)	6,071.89	-21
48121	Refunds and Reimbursements								
48121.00	Refunds and Reimbursements Default	3,423.00	.00	3,423.00	.00	.00	13,383.04	(9,960.04)	391
48121.04	Refunds and Reimbursements Exelon	36,000.00	.00	36,000.00	.00	.00	46,918.00	(10,918.00)	130
48121.05	Refunds and Reimbursements DAEC	22,000.00	.00	22,000.00	.00	.00	19,000.00	3,000.00	86
48121.07	Refunds and Reimbursements COVID Supply Reimbursements	.00	.00	.00	26,332.56	.00	54,006.03	(54,006.03)	+++
	48121 - Refunds and Reimbursements Totals	\$61,423.00	\$0.00	\$61,423.00	\$26,332.56	\$0.00	\$133,307.07	(\$71,884.07)	217%
	State Service Area 1290 - EMA Expenditures Totals	\$323,423.00	\$0.00	\$323,423.00	\$44,499.19	\$0.00	\$439,039.87	(\$115,616.87)	136%
	Program 6801 - Emergency Preparedness Totals	\$323,423.00	\$0.00	\$323,423.00	\$44,499.19	\$0.00	\$439,039.87	(\$115,616.87)	136%
	Department 68 - Emergency Management Agency/EMA Totals	\$323,423.00	\$0.00	\$323,423.00	\$44,499.19	\$0.00	\$439,039.87	(\$115,616.87)	136%
	REVENUE TOTALS	\$323,423.00	\$0.00	\$323,423.00	\$44,499.19	\$0.00	\$439,039.87	(\$115,616.87)	136%
EXPENSE									
Department 68 - Emergency Management Agency/EMA									
Program 6801 - Emergency Preparedness									
State Service Area 1290 - EMA Expenditures									
61010	Salaries								
61010.01	Salaries Regular	182,000.00	.00	182,000.00	11,836.05	.00	131,475.72	50,524.28	72
	61010 - Salaries Totals	\$182,000.00	\$0.00	\$182,000.00	\$11,836.05	\$0.00	\$131,475.72	\$50,524.28	72%
62002	Health/Medical Benefits	34,500.00	.00	34,500.00	3,905.83	.00	39,250.78	(4,750.78)	114
62003	Social Security (FICA)	13,270.00	.00	13,270.00	858.35	.00	9,596.66	3,673.34	72
62004	Retirement (IPERS)	19,620.00	.00	19,620.00	1,117.31	.00	12,411.24	7,208.76	63
62007	Deferred Compensation Allowance	1,000.00	.00	1,000.00	.00	.00	150.00	850.00	15
62010	Meal Reimbursement (IRS)	160.00	.00	160.00	.00	.00	8.25	151.75	5
63071	Technology and Equipment								
63071.01	Technology and Equipment Office Furniture & Equipment	2,000.00	.00	2,000.00	221.96	.00	1,239.69	760.31	62
63071.02	Technology and Equipment Other Equipment	2,800.00	.00	2,800.00	14,764.84	.00	41,049.31	(38,249.31)	1466
	63071 - Technology and Equipment Totals	\$4,800.00	\$0.00	\$4,800.00	\$14,986.80	\$0.00	\$42,289.00	(\$37,489.00)	881%
63073	Other Improvements/Space Utilization	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0
64010	Travel	2,250.00	.00	2,250.00	.00	.00	1,031.26	1,218.74	46



Budget Performance Report

Date Range 07/01/19 - 06/30/20

Include Rollup Account and Rollup to Base Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd
Fund 480 - Emergency Management Agency Fund									
EXPENSE									
Department 68 - Emergency Management Agency/EMA									
Program 6801 - Emergency Preparedness									
State Service Area 1290 - EMA Expenditures									
64011	Schools of Instruction								
64011.00	Schools of Instruction General	5,000.00	.00	5,000.00	.00	.00	309.00	4,691.00	6
	64011 - Schools of Instruction Totals	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$309.00	\$4,691.00	6%
64015	Public Notices	300.00	.00	300.00	.00	.00	71.74	228.26	24
64016	Memberships	300.00	.00	300.00	.00	.00	.00	300.00	0
64018	Maintenance								
64018.01	Maintenance Vehicles	15,000.00	.00	15,000.00	1,893.26	.00	14,982.66	17.34	100
64018.02	Maintenance Buildings	5,000.00	.00	5,000.00	.00	.00	4,926.46	73.54	99
64018.03	Maintenance Equipment	2,000.00	.00	2,000.00	65.00	.00	1,579.00	421.00	79
64018.04	Maintenance Computer Software	6,500.00	.00	6,500.00	2,187.50	.00	2,187.50	4,312.50	34
	64018 - Maintenance Totals	\$28,500.00	\$0.00	\$28,500.00	\$4,145.76	\$0.00	\$23,675.62	\$4,824.38	83%
64021	Data Processing								
64021.01	Data Processing Hardware Costs	6,000.00	.00	6,000.00	.00	.00	709.96	5,290.04	12
	64021 - Data Processing Totals	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$709.96	\$5,290.04	12%
64027	Postage & Shipping	100.00	.00	100.00	.00	.00	180.38	(80.38)	180
64028	Telephone								
64028.03	Telephone Cellular	4,000.00	.00	4,000.00	76.96	.00	3,073.40	926.60	77
64028.05	Telephone Other	1,350.00	.00	1,350.00	.00	.00	1,449.42	(99.42)	107
	64028 - Telephone Totals	\$5,350.00	\$0.00	\$5,350.00	\$76.96	\$0.00	\$4,522.82	\$827.18	85%
64037	Professional Services	5,000.00	.00	5,000.00	.00	.00	3,508.75	1,491.25	70
64040	Contingency	4,000.00	.00	4,000.00	3.23	.00	2,306.30	1,693.70	58
64055	Insurance Premiums								
64055.00	Insurance Premiums Default	3,700.00	.00	3,700.00	.00	.00	3,548.00	152.00	96
	64055 - Insurance Premiums Totals	\$3,700.00	\$0.00	\$3,700.00	\$0.00	\$0.00	\$3,548.00	\$152.00	96%
64175	Disaster - Preparedness - Remediation - other	.00	400,000.00	400,000.00	269.97	.00	194,140.26	205,859.74	49
66012	Supplies								
66012.00	Supplies General	4,000.00	.00	4,000.00	.00	24,120.00	6,356.56	(26,476.56)	762
66012.02	Supplies Office Printing	600.00	.00	600.00	.00	.00	729.98	(129.98)	122
66012.03	Supplies Clothing	700.00	.00	700.00	.00	.00	364.95	335.05	52
	66012 - Supplies Totals	\$5,300.00	\$0.00	\$5,300.00	\$0.00	\$24,120.00	\$7,451.49	(\$26,271.49)	596%
66015	Periodicals & Subscriptions	100.00	.00	100.00	.00	.00	355.00	(255.00)	355
66016	Vehicle Supplies								
66016.01	Vehicle Supplies Fuels & Lubricants	2,500.00	.00	2,500.00	.00	.00	1,563.10	936.90	63
66016.02	Vehicle Supplies Vehicular Parts	1,200.00	.00	1,200.00	.00	.00	275.18	924.82	23
	66016 - Vehicle Supplies Totals	\$3,700.00	\$0.00	\$3,700.00	\$0.00	\$0.00	\$1,838.28	\$1,861.72	50%
State Service Area 1290 - EMA Expenditures Totals		\$326,950.00	\$400,000.00	\$726,950.00	\$37,200.26	\$24,120.00	\$478,830.51	\$223,999.49	69%



Budget Performance Report

Date Range 07/01/19 - 06/30/20

Include Rollup Account and Rollup to Base Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd
Fund 480	Emergency Management Agency Fund								
	EXPENSE								
Department 68	Emergency Management Agency/EMA								
Program 6801	Emergency Preparedness Totals	\$326,950.00	\$400,000.00	\$726,950.00	\$37,200.26	\$24,120.00	\$478,830.51	\$223,999.49	69%
Department 68	Emergency Management Agency/EMA Totals	\$326,950.00	\$400,000.00	\$726,950.00	\$37,200.26	\$24,120.00	\$478,830.51	\$223,999.49	69%
	EXPENSE TOTALS	\$326,950.00	\$400,000.00	\$726,950.00	\$37,200.26	\$24,120.00	\$478,830.51	\$223,999.49	69%
Fund 480	Emergency Management Agency Fund Totals								
	REVENUE TOTALS	323,423.00	.00	323,423.00	44,499.19	.00	439,039.87	(115,616.87)	136%
	EXPENSE TOTALS	326,950.00	400,000.00	726,950.00	37,200.26	24,120.00	478,830.51	223,999.49	69%
Fund 480	Emergency Management Agency Fund Totals	(\$3,527.00)	(\$400,000.00)	(\$403,527.00)	\$7,298.93	(\$24,120.00)	(\$39,790.64)	(\$339,616.36)	
	Grand Totals								
	REVENUE TOTALS	323,423.00	.00	323,423.00	44,499.19	.00	439,039.87	(115,616.87)	136%
	EXPENSE TOTALS	326,950.00	400,000.00	726,950.00	37,200.26	24,120.00	478,830.51	223,999.49	69%
	Grand Totals	(\$3,527.00)	(\$400,000.00)	(\$403,527.00)	\$7,298.93	(\$24,120.00)	(\$39,790.64)	(\$339,616.36)	



Fund Equity Changes Report

Through 06/30/20
Summary Listing

Fund	Fund Description	Beginning Balance	YTD Credits	YTD Debits	Current Balance	Prior Year Fund Equity Adjustment	YTD Revenues	YTD Expenses	Estimate Fund Balance
Fund Category	Discretely Presented								
Fund Type	Discretely Presented Component Units								
480	Emergency Management Agency Fund	287,447.61	.00	.00	287,447.61	.00	439,039.87	478,830.51	247,656.97
Fund Type	Discretely Presented Component Units Totals	\$287,447.61	\$0.00	\$0.00	\$287,447.61	\$0.00	\$439,039.87	\$478,830.51	\$247,656.97
Fund Category	Discretely Presented Totals	\$287,447.61	\$0.00	\$0.00	\$287,447.61	\$0.00	\$439,039.87	\$478,830.51	\$247,656.97
	Grand Totals	\$287,447.61	\$0.00	\$0.00	\$287,447.61	\$0.00	\$439,039.87	\$478,830.51	\$247,656.97

Finance Summary

Event	Total Cost	Reimb. Or Invoiced	Prev. Paid or Relocated	Final Cost	FEMA Reim. Amount	Amount Used from Reserves
Flood Operations *Not Reimbursable*	\$3,646.45	\$0.00	\$0.00	\$3,646.45	\$0.00	\$3,646.45
Civil Unrest *Not Reimbursable*	\$2,718.82	\$0.00	\$0.00	\$2,718.82	\$0.00	\$2,718.82
EMPG-S	\$87,401.26	\$26,620.40	-\$31,501.26	\$29,279.60	\$0.00	\$26,620.40
COVID-19	\$210,138.01	\$62,142.17	\$2,659.20	\$145,336.64	\$123,536.14	\$21,800.50
Totals	\$303,904.54	\$88,762.57	\$0.00	\$180,981.51	\$123,536.14	\$54,786.17



SCOTT COUNTY EMERGENCY MANAGEMENT AGENCY

David Donovan, SECC/EMA Director
1100 East 46th Street, Davenport, Iowa 52807
(563) 484-3050 david.donovan@scottcountyiowa.com

July 9, 2020

To: Mayor Bob Gallagher
EMA Commission Chair

From: David Donovan
EMA/SECC Director

Subj: Local Personal Protective Equipment stockpile

As you know, the COVID-19 crisis has been very challenging for our agency. It has presented us with new issues to overcome and situations which have never been tackled in our community. One of those issues has been securing an adequate supply of personal protective equipment (PPE) and supplies for our first responders and healthcare facilities. Supplies of the critical items such as medical grade masks (N95), surgical masks, gloves, gowns and some other items have been very inconsistent, at best. In some cases, it has been practically impossible to secure some items. Other items we have ordered and received were found to be of poor quality, not meeting standards for filtration and protection. Those items have been returned.

Early in this event, we believed that there would be items available from a national stockpile. While that stockpile did exist, it was found that it had not been adequately maintained and wasn't of sufficient quantity to support an event of the scope, scale and duration of COVID-19. For that reason, we began to discuss what we could do locally to be better prepared for future events. I am convinced that there is a need for a local stockpile of PPE.

Our proposed strategy includes the following strategies:

- Calculate the monthly "burn-rate" for critical PPE items, including:
 - Medical-grade N95 masks
 - Surgical masks
 - Isolation gowns
 - Nitrile gloves
 - Execute an agreement with local public safety organizations whereby they agree to purchase from our stockpile, thereby ensuring rotation of the available stock;
 - Provide for a secure storage area in the EMA storage building;
-

- Devise a strategy to fill orders on a schedule, thereby minimizing workload impact;
- Develop minimum quantity reorder points, with the goal of a 18 month supply when fully stocked and a 12 month supply at a minimum;
- Purchase the needed PPE items for the stockpile. The needed quantities of some items are already either fully (surgical masks) or partially (N95 masks, gloves and gowns) on hand.

The above outlined approach will ensure that we maintain an adequate supply for our first responders. It will also ensure quantities that would allow us to sell or dispense for other critical needs like long-term care, in the event of another crisis like COVID-19. We do not, however, have the ability to meet the needs of our two hospital systems. The volume of supplies they use make it impractical for our agency to supply them. However, both systems are taking steps to ensure that they have secured supplies going forward.

I am asking for the Commission to approve us moving this forward to approve the concept. We the Commission to approve spending authority to make the needed purchases. We estimate that the total cost to get the PPE stockpile in place would not exceed \$85,000 and any individual purchase should not exceed \$25,000. We have the needed funds in fund balance. We also expect to be allowed to submit these cost to FEMA for reimbursement as part of the COVID event.

CC: Brian Payne
Jim Hawkes



MEMORANDUM OF AGREEMENT
Between
SCOTT COUNTY, IOWA
(Emergency Management Agency)
And
Scott County, Iowa
(Emergency Management Commission)
And
Scott County, Iowa
(Health Department)
And
Scott County, Iowa
(Fire Chief Association)
And
Scott County, Iowa
(EMS Association)

This Memorandum of Agreement (“MOA”) is entered into this _____ day of _____, 2020, by and between Scott County Emergency Management Agency (hereafter Scott County EMA), Scott County Emergency Management Agency Commission (hereafter EMA Commissioners), the Scott County Health Department (hereafter Health Department), the Scott County Fire Chief Association (hereafter Fire Chiefs), and EMS Association (hereafter EMS).

RECITALS

WHEREAS, The Identified organizations, agencies, or groups that are listed above, understand that as their Communities/Organization’s Elected Official or Representative, they agree to partner and support Scott County EMA build a countywide stockpile of PPE; and

WHEREAS, Scott County EMA will work to establish an 18 months stockpile of PPE that’s based upon the projected future needs; and

WHEREAS, Scott County EMA shall, to the best of their ability, store this stockpile of PPE, rotate PPE stock to reduce the likelihood of PPE expiring before use, maintain the tracking of the inventory stockpile, allocate requested PPE to First Responder Agencies within Scott County, complete invoicing for allocated items, and manage receivable payments for ongoing stock replacement; and

WHEREAS, Scott County EMA shall complete purchases as needed to maintain stock quantities for a projected 6 months; and

WHEREAS, The Identified organizations, agencies, or groups that are listed above understand and acknowledge that during times of communitywide healthcare emergencies, product unavailability, or other factors outside of Scott County EMA control, the Scott County Responder stockpile may drop below a 6-month minimum; and

WHEREAS, The Identified organizations, agencies, or groups that are listed above agree during countywide emergencies, the Scott County EMA Stockpile will be utilized to support our frontline healthcare workers or any other identified frontline agencies to ensure the safety and well-being of the entire County.; and

WHEREAS, The Identified organizations, agencies, or groups that are listed above, acknowledge that Scott County EMA will work through the County purchasing process for competitive pricing, Scott County Health Department and our County’s Fire Chief & EMS Associations, on an annual basis, to obtain product specifications for the products to be purchased and stocked on their behalf; and

WHEREAS, The Identified organizations, agencies, or groups that are listed above agree that they will purchase the items stocked by Scott County EMA for their Agencies. And, they understand the importance of these purchases from EMA to maintain funding within Scott County EMA to purchase PPE stock, and to rotate PPE stock continuously; and

WHEREAS, Health Department supports the Scott County EMA Stockpile, and shall work with their office to provide support, direction, or if available, may assist with healthcare grant writing or funds; and

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Scott County EMA, EMA Commissioners, Health Department, Fire Chief, and EMS agree to the following terms and conditions:

1. Product Ownership.

Scott County EMA will be the owner of the PPE products. In collaboration with the agencies listed above, it will coordinate the quantity, product specifications, and items types being stored/stocked.

2. Intended Project Use

The purpose of this long-term stockpile is to ensure the needed personal protective equipment for our first responder agencies, other frontline healthcare workers, or supporting organizations during a declared emergency.

With the support of the agencies listed above, Scott County EMA will be able to store the projected amount of an 18-month stockpile of PPE, allocate these resources at the request of the First Responder (or other) agencies, will act as a financial pass-through by invoicing agencies procuring PPE resources from EMA, and at a minimum, purchase re-stock PPE items on an annual basis. By allocating PPE resources from one Countywide centralized stockpile, it will assist Scott County EMA with the rotation of the stocked items for the prevention of equipment expiring before it’s used.

All Parties agree and stipulate that the long-term stockpile of PPE will include but not limited to the following items; NIOSH compliant N95 masks, Surgical Masks, Disposable Gowns, & medical grade gloves.

All Parties agree and stipulate to acquire the stocked PPE items, when available from the stockpile. Parties acquiring requested items shall be billed at the cost of the product at the time of purchase. Billing shall be NET45.

3. Use of Equipment.

All parties agree that the primary purpose of this long-term stockpile is to ensure PPE for Scott County's First Responder Agencies. Product quantities will be calculated based upon the next fiscal year's call volume projection, expected determination of any known factors (such as COVID-19), or any other factors that could influence an increase or decrease with the stored PPE quantity.

PPE products will be utilized following the individual agency's policies, procedures, medical protocols, Federal Standards, or any other regulatory authority that isn't listed within this statement. Every agency will be responsible to ensure they are within the regulations of the equipment, and meeting all contracted, local, state, and federal standards.

During a declared emergency or an unidentifiable event, that results in Scott County EMA activating their EOC or Logistics Section. PPE from this stockpile can be utilized to ensure all community partners have the needed equipment to serve our communities. In such an event, these agencies will be invoiced at the same cost of our responders, and when available to do so, the PPE products that were issued, will be replaced.

4. Termination.

The Agencies listed above have the right to discontinue this partnership at any time, but a 12 month notification is requested. To reduce the expiration or unused equipment, and best utilization of taxpayer dollars, this notice provides an appropriate time frame to make the proper adjustments with ongoing quantity levels.

5. No Liability for Interruption of PPE Availability.

Notwithstanding anything to the contrary in this MOA, Scott County EMA will not be held liable for any supply chain breakdowns, stolen items, inaccurate procurement requests, an "Act of God" that would destroy the stockpile or any other unforeseen aspect that would cause a gap within this strategic stockpile.

6. Insurance.

Scott County EMA will ensure the appropriate County Policies are followed for maintaining the proper insurance of the products while they're within our storage and ownership.

7. Indemnification.

Each party hereto shall indemnify, defend, protect, hold harmless and release the other, their officers, agents, and employees, from and against any and all claims, losses, proceedings, damages, causes of action, liability, costs or expenses (including reasonable attorneys' fees) arising from or in connection with, or caused by any negligent act or omission or willful misconduct of such indemnifying party.

8. Notices.

All written notices required hereunder shall be addressed as set forth below or as either party may hereafter designate by written notice and shall be deemed delivered (i) upon personal delivery, or (ii) by email notification:

If to Scott County EMA:	Scott County Emergency Management Agency 1100 E. 46 th Street Davenport, IA 52807 Attn: <u>Director of Operations</u>
If to EMA Commissioners:	Scott County Emergency Management Agency 1100 E. 46 th Street Davenport, IA 52807 Attn: <u>EMA Commission Board Chair</u>
If to Fire Chiefs:	Scott County Emergency Management Agency c/o Current Association President 1100 E. 46 th Street Davenport, IA 52807 Attn: <u>Fire Chiefs Association</u>
If to the EMS:	Scott County Emergency Management Agency c/o Current Association President 1100 E. 46 th Street Davenport, IA 52807 Attn: <u>EMS Association</u>
If to the Health Department:	Scott County Health Department 600 W. 4 th Street Davenport, IA 52801 Attn: Director

9. Governing Law.

This MOA shall be governed by the laws of the State of Iowa without regard to conflicts of laws principles thereof.

10. Authority.

The Identified organizations, agencies, or groups that are listed above represent that the person or persons executing this MOA are duly authorized to execute and deliver this MOA on behalf of their organizations, agencies, or groups

IN WITNESS WHEREOF, the parties have caused this MOU to be executed as of the date first written above.

**SCOTT COUNTY, IOWA
EMERGENCY MANAGEMENT AGENCY**

By: _____

Its: _____

**SCOTT COUNTY, IOWA
EMERGENCY MANAGEMENT
COMMISSION**

By: _____

Its: _____

**SCOTT COUNTY, IOWA
FIRE CHIEFS ASSOCIATION**

By: _____

Its: _____

**SCOTT COUNTY, IOWA
EMS ASSOCIATION**

by: _____

Its: _____

**SCOTT COUNTY, IOWA
HEALTH DEPARTMENT**

by: _____

Its: _____