

Chapter 2: Organize Resources

2.1: First Step is to Organize Resources

The first step in the hazard mitigation process is to organize resources.

First in organizing the resources was the securing of funds to complete the process. In 2009, the Marion County EMC, on behalf of all eligible jurisdictions, received an HMGP grant of \$37,500 and a state grant of \$5,000 with a commitment of \$7,500 in local in-kind match.

2.2: First Steps: The Planning Team

Marion County was highly involved in this hazard mitigation plan. The County EMC has organized the plan by hiring the Southern Iowa Council of Governments (SICOG) to assist in the grant application and to coordinate the planning process. Once the EMC completed the contract for planning services, it was time to organize the project. SICOG and the county EMC coordinator, Jeff Anderson, made a list of persons to invite to the planning sessions and compose the planning team. The planning team includes city, county, and utility officials, county engineer, state/federal involvement through the council of governments, local public health and emergency management leaders and staff, the media, and fire, EMS, and law enforcement staff. At least one government official from each participating jurisdiction was involved, and many of the people involved in the planning process represent the entire county and/or multiple jurisdictions.

The following persons (with their respective organizations) were active members of the planning team by attending at least one planning team meeting.

Table 2.1: Planning Team

Jurisdiction	Individuals
County	Jake Grandia, J.K. Pierce, Sara Bixby, Roger Schletzbaum, Karen Schwanebeck, Jeff Anderson, Mel Vander Wiel, Tim Ver Meer, Tom Wadle, Cory Frank, Melissa Poffenburger, Josh Conrad, Steve McCombs, Randy Branson, Kim Dorn, Nicole Olson, Troy Fisher, Dave McKinney, Craig Agan, Ed Bull, Steve Edwards
City of Bussey	Greg McCarty, Larry Pinegar, Rachel Reed, John Price
City of Harvey	Dennis Seibert, Charles W. Evans
City of Knoxville	Michael Mitchell, Dan Losada, Jeff May, Mike Roberts, John Gotta, Dick Schrad, Cindy Glick, Harold Stewart
City of Melcher-Dallas	Amos Spoon
City of Pella	Michael Marcinkowski (former police chief), Stephen Bennett, Denny Buyert, Marcia Slycord, Paul Haase, David Beukelman, Robert Bokinsky
City of Pleasantville	Joe Van Haalen, Joe Mrstik
City of Swan	Sarah Heywood, Russell Woods, James Stevens
Clay Township Fire	Ray Stone
Indiana Township Fire	Mike Legvold, Bob Mallory
Central College	Dean Thompson, Charles Strey
Knoxville CSD	Randy Flack
Melcher-Dallas CSD	Steve Mitchell (met individually outside of public meeting)
Pella CSD	Jon Muller, Rich Schulte, Kate Jones, Lowell Ernst, Brian Miller, Eric Nelson, Josh Manning, Chris Wimmer, Greg Ebeling
Pleasantville CSD	Dave Isgrig, Dan Bacon (did not finish final steps and adopt plan)
Twin Cedars CSD	Brian VanderSluis (met individually outside of public meeting)
Knoxville Hospital/Clinics	Christine Buttell, Jane Kruger, Darci Fuller, Sandy Cupples
Pella Regional Health Center	Shawna Forst
Miscellaneous	Don Argo (Pella Corporation), Doug Polking and Dan Turner (Pella Community Ambulance), Karen Eischen (Pella Chamber of Commerce)

2.3: Planning Meetings

There were eight major planning meetings throughout the process. The general agendas for each area following:

1. Introductory meeting, including discussion of planning process and goals of the endeavor;
2. Development of the local community assessment and identification of hazards;
3. Formalization of hazard assessment and risk assessment (assets and losses);
4. Determination of capabilities;
5. Development of mitigation goals;
6. Analyze alternatives, objectives, and action plans;
7. Select action strategies/steps for each jurisdiction; designate authority; and
8. Plan draft review and public comment; forward it to jurisdictions for adoption.

Once the planning meetings were completed, each jurisdiction was asked to review the plan, provide it to public for comment, and adopt the plan by July 1, 2012. The adoption resolutions for all jurisdictions are found in **Appendix A**. Planning meeting agendas, presentations, sign-in forms, notices, and minutes are in **Appendix B**.

2.4: Public Comment

Marion County has been active in securing public comments and support throughout process. The county invited the public to comment by contacting local officials and the planning consultant. Second, the planning team invited the local newspaper editor to meetings. All meetings were held in fully ADA-accessible buildings located within the county. Translators were not needed. Note in **Appendix B** the following public comment items:

- ☛ Agendas and outlines;
- ☛ All public meeting minutes and sign-in forms;
- ☛ Notices of public meetings; and
- ☛ Articles by local newspapers during process.

Comment from the professional community and the general public was sought on a variety of topics: 1) memorable hazard events, 2) hazard and asset data, 3) infrastructure, services, and communications data, 4) programs, plans, and efforts already in place, 5) mitigation goals and objectives, 6) the mitigation strategy, and 7) the implementation plan.

Toward the end of the planning process, the main county newspapers announced availability of drafts for public comment. The draft plan was available at city halls, the county courthouse, and schools, where it could be viewed and (at nominal cost) copied, after the draft was completed. It was also located on the SICOG website. The county planning committee invited the public via news releases and word of mouth to all meetings and to view the draft plan before it was adopted.

2.5: Local Media Contacts

Three major newspapers exist in the community, and all local governments in the county must designate at least one of these publications as its official newspaper. Media was used to alert the public at key times in the planning process. Media information is detailed in *Chapter 3*.

2.6: Extra-community Involvement

Marion County's planning committee did not meet with other county EMAs or planning committees in preparing this plan. The Coordinator, Jeff Anderson, commonly works with other county EM staff in the area and has an understanding of mitigation capabilities and efforts of surrounding jurisdictions. While information and guidance on the county's operation was provided by neighboring counties, no direct consultation was given. However, regional influences were taken into account. The local entities that regulate development, area planning and zoning commissions, were given opportunity to comment before the jurisdictions approved the document. Local non-profit and civic groups, academia, and business leaders are also invited.

SICOG is a non-profit organization that assists communities as a liaison to the federal and state governments, which fund part of SICOG's operations. No other state and federal assistance, beyond what was previously

mentioned, was obtained to complete the plan. SICOG collected the plans, reports, and related information and interviewed the local media, public officials, and others to gather information about past hazard events. **Appendix C** contains a list of sources and interviews.

2.7: Record of Participation

Using FEMA 386-8 as a guide, the following table shows the level of participation by each jurisdiction. In order for the community to be considered a “participating jurisdiction,” in this plan, the jurisdiction must comply with a majority of the following.

Figure 2.2: Jurisdiction Participation Record

Jurisdiction	County	City of Bussey	City of Harvey	City of Knoxville	City of Melcher-Dallas	City of Pella	City of Pleasantville	City of Swan	Indiana Twp Fire	Clay Twp Fire	Central College	Knoxville Schools	Melcher Dallas Schools	Pella Schools	Pleasantville Schools	Twin Cedars Schools	Knoxville Hospital	Pella Hospital
Attended at least 2 meetings or work sessions	X	X	X	X		X	X	X	X	X	X	X		X	X		X	X
Submitted inventory and summary of reports and plans relevant to hazard mitigation	X	X	X	X		X	X	X	X	X								
Submitted list of hazards that affect jurisdiction	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Submitted description of what is at risk (local critical facilities and infrastructure at risk)	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Submitted a description or map of local land use patterns (current and future)	X					X				X								
Developed mitigation goals for the community (or attended goals creation process)	X	X	X	X		X	X	X	X	X	X	X		X	X		X	X
Developed mitigation actions/participated in analysis	X	X	X	X	X	X	X	X	X	X	X	X	X	X		X	X	X
Prioritized actions	X		X	X	X	X	X	X	X		X	X		X			X	X
Completed questionnaires	X	X	X	X	X	X	X	X	X	X	X	X	X	X		X	X	X
Reviewed and commented on draft plan	X		X			X		X			X	X		X				X
Hosted opportunities for public involvement	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

2.8: Acknowledgements and Special Thanks

Numerous county and city officials provided valuable data and information throughout the planning process. We wish to give special thanks to the following:

- ☛ Marion County elected and hired officials and staff
- ☛ Marion County Emergency Management officials, members, and staff
- ☛ All local governments and schools
- ☛ Local media
- ☛ Marion County for the use of the County properties for meetings
- ☛ Local fire, law enforcement, and EMS organizations

Additionally, we wish to give thanks to the staff at the Iowa Homeland Security and Emergency Management Division for assistance in this process.

*NOTE: The contract for this plan indicates it is a multi-jurisdiction plan according to terms in Section 201.6(c)(5) and, therefore, all area agencies were asked to approve and adopt this plan, as found in **Appendix A**.*