

Emergency Management Board
Meeting Minutes
April 4, 2019
7:00 am – 8:00 am

The Grand Forks Emergency Management Board met on Thursday, April 4, 2019 at 7:00 AM in the Emergency Operations Center, 122 S 5 St, Grand Forks. Board members present were Diane Knauf, Michelle Rakoczy and Heather Everson.

I. Call to Order

Diane Knauf, Emergency Management Board Chair, called the meeting to order.

II. Approval of Minutes

Motion to approve the minutes from Emergency Management Board meeting held on February 21, 2019. Heather Everson made a motion to approve the minutes. Michelle Rakoczy second. All in favor. Motion passed.

III. New Business

A. Fundraising Updates

a. Lion's Club.

Diane gave an update on the funding source from the Grand Forks Lion's Club. There is a \$1,000 match for a \$10,000 grant availability. The GF Lion's Clubs will share the \$1,000 match. Discussion ensued on spending qualifications and eligibility.

B. CERT Updates

a. Basic Academies May 3 - 5 and May 31 – June 2.

Basic Academy class on May 3-5 is full so second class has been set for the end of May. Kari spoke on training new CERT instructors. New instructor classes were held on March 1-2.

C. Board vacancy update

a. New application

Kari presented the new application for EM Board members. It is complete but will add a line for vocation on the application. Discussion on by-laws. Michelle will work on the bylaws for the Emergency Management Board and send to board members any update to make any changes.

D. Severe Weather Shelters

a. Moving shelter from RRHS to Sharon Lutheran Church. Meeting with the church leaders scheduled for May 2.

Sharon Lutheran Church has agreed to be a severe weather storm shelter for the city of Grand Forks.

E. Interns

a. City approved one intern for the summer

The Emergency Management Office interviewed possible interns for summer of 2019. Allie McAthie was chosen and the Grand Forks City Human Resource Dept will reach out to Allie and offer her the position.

F. Staffing

a. PT Permanent Position

The Grand Forks County Commission approved a permanent part-time position for the Emergency Management Office at the Commission meeting held on Tuesday, April 2. The County Human Resource Dept will advertise the position internally and externally this coming week.

G. Office/EOC Relocation

The Emergency Management Office has talked to city officials regarding the relocation of the EM/EOC office. Discussion ensued on using the Public Works building as a possible relocation for the EOC.

III Discussion

Flood discussion for EOC. Kari will be out of town the weekend of April 4-7 so Donna will be the POC for the EOC. Gannon Engkvist will be on call along with EM Board members.

Next Board Meeting has been rescheduled and will held on March 9 at 7:00 AM in the EOC.

IV. Adjournment.

Michelle Rakoczy made a motion to adjourn the meeting. Heather Everson second the motion. Meeting adjourned at 8:45 AM.