

**Minutes of Special Meeting
Office of Emergency Management
November 12, 2015
3:30 p.m.**

The Kootenai County Board of Commissioners: Chairman Dan Green, Commissioner Marc Eberlein, and Commissioner David Stewart met to discuss the following agenda item. Also present were Office of Emergency Management (OEM) Director Sandy Von Behren, Preparedness Coordinator Tamie Eberhard, and Deputy Clerk Alicia Lynch. Also present were General Brad Richy Chief of Idaho Bureau of Homeland Security, North Area Field Officer Jay Baker, State and Local Implementation Grant Program (SLIGP) Program Manager Robert Feeley, Preparedness & Protection Branch Chief Todd Herrera, and Coeur d'Alene Press staff writer Jeff Selle.

- A. Call to Order:** Chairman Dan Green called the meeting to order at 3:30 p.m.
- B. Introductions:** There were no introductions.
- C. Changes to the Agenda:** There were no changes to the agenda.
- D. New Business:**

Discussion with General Brad Richy (Chief of Idaho Bureau of Homeland Security) and Sandy Von Behren (Office of Emergency Management) about the Fire Management Assistance Grant/ Cape Horn Fire Incident

Chairman Green asked for an after action review of the coordinated effort between OEM and the Bureau of Homeland Security (BHS).

Chairman Green stated that the BHS had facilitated all of the County's needs in declaring the disaster and he believed the process went as smoothly as possible.

OEM Director Sandy Von Behren explained that the participants in the fire had commented positively on the two Fire Management Assistance Grant Program (FMAG) Tabletop exercises and the Emergency Operations Center (EOC) exercise prior to the disaster. She added that OEM had received assistance from the BHS finance department to compile and process paperwork so that the County could be reimbursed.

Chairman Green asked the BHS if the County could have managed the disaster better.

General Richy stated that the County was very helpful in coordinating with FMAG so the process went as quickly as possible.

Ms. Von Behren stated that in the future she would like to see OEM use the WebEOC program more effectively as it allowed for all participants to view status changes online instead of making phone calls.

Commissioner Eberlein asked if changes could be made to eliminate the need for the County to deny Timberlake's requests for financial assistance since it is a formality and technically not legal for the County to provide.

Ms. Von Behren asked if the BHS would participate in a meeting to coordinate everyone with the upcoming Silver Jacket effort.

Chairman Green added that the BHS staff represented their office well during the County's time of need.

E. Public Comment: This section is reserved for citizens wishing to address the Board regarding a County related issue. Idaho Law prohibits Board action on items brought under this section except in an emergency circumstance. Comments related to future public hearings should be held for that public hearing. There were no public comments.

Chairman Green adjourned the meeting at 4:14 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

DANIEL H. GREEN, CHAIRMAN

BY: _____
Alicia Lynch, Deputy Clerk
