



**Union County Emergency Management Commission
Meeting Minutes October 19, 2016 at 5:15 PM**

I. Call to order

Ron Riley, Chairperson, called to order the regular meeting of the **Union County Emergency Management Commission at 5:18 PM on October 19, 2016 at 208 W. Taylor St., Creston, IA. Sign-In:** The following persons were present: Dennis Wimmer representing the City of Arispe; Sheriff Rick Piel; Michelle Burger representing the City of Afton; Dave Koets, representing the City of Creston; Duane Adamson, representing the City of Cromwell; Terry Gilbert, representing the City of Shannon City; and Ron Riley, representing Union County Board of Supervisors. Absent were: the City of Lorimor; and Skip Mitchell representing the City of Thayer. Quorum determined by sign-in.

II. Approval of Agenda

Motion made by Terry Gilbert to approve agenda, second by Dennis Wimmer. All voting aye. MC

III. Approval of minutes from last meeting

Motion made by Duane Adamson to approve the minutes of the September 21, 2016 regular commission meeting. Second by Terry Gilbert. All voting aye. MC

IV. Claims

Claims were submitted for approval.

Dennis Wimmer moved to approve claims as presented. Second by Dave Koets. All present voting aye. MC

Expense Type	Amount
CC- September	\$ 524.35
Telephone/Internet	\$ 128.72
Cellphone -	\$ 96.22
Rent	\$ 430.00
Total	\$ 1,609.29

VI. Discussion of Upgrades to Computer System

The discussion centered on creating a VPN or using Office 365. Dollar amounts are similar. The Commission decided to leave it up to the Coordinator on how best to upgrade.

VII. Fair Labor Standards Act

The FLSA sets a minimum salary for exempt personnel to receive before they can be denied overtime or compensation time. The Coordinator’s salary is below the threshold. Paul Gruefe, Union County’s HR Director, stated he did not think the Coordinator should have ever been exempt, however, the new FLSA standard would apply. The minimum salary beginning December 1, 2016 is \$47,476 annually.

Currently the Coordinator’s salary is set at \$43,275. Compensation time is given hour for hour as per agreement of the Commission. The difference in salary is \$4,201.

The Coordinator advised she would be willing to take the Compensatory Time, as opposed to the salary increase mid-year, as it had not been budgeted for.

Dave Koets made a motion to accept Compensatory Time at the rate of 1.5 hours for 1 hour of overtime, with the Coordinator receiving a raise in the next fiscal year to no less than the FLSA standard. Second by Michelle Burger. All ayes. MC



Coordinator Report Given

VIII. Adjournment:

Meeting was adjourned at 5:48P.M. on a motion by Dave Koets. Second by Duane Adamson.

Next meeting date: **November 16, 2016**

Minutes submitted by: Jo Anne Duckworth, Coordinator

