



INDIANA EMERGENCY RESPONSE COMMISSION (IERC)

Fiscal Committee

Elkhart County Sheriff's Office

26861 County Road 26

Elkhart, Indiana 46517

July 9, 2018 12:00pm

COMMITTEE MEMBERS PRESENT:

Ian Ewusi—IDHS

Kassandra Buster—IDHS

Bruce Palin—Public Representative

COMMITTEE MEMBERS ON THE PHONE:

James Pridgen—Business and Industry Representative

COMMITTEE MEMBERS ABSENT:

Amy E. Smith—Designee for Commissioner of IDEM

Shawn French—Business/Industry Representative

Bernard Beier—Local Government Representative

The following Commissioners, staff and audience members were present:

Madison Roe—IDHS

Marc Torbeck—IDHS

Kraig Kinney—IDHS

Alex Straumins—IDHS

Jeff Larmore—Local Government Representative

Becky Waymire—Morgan County LEPC

WELCOME AND INTRODUCTION

Mr. Ian Ewusi welcomed everyone to the Fiscal Committee meeting and requested a determination of a quorum.

QUORUM

Ms. Buster indicated a quorum was present.

CONSIDERATION OF MINUTES

Mr. Palin made a motion to accept July 11, 2016, meeting minutes and it was seconded by Ms. Buster. No further discussion occurred.

Roll Call Vote

Ian Ewusi—Yes
James Pridgen—Yes
Bruce Palin—Yes
Kassandra Buster—Yes

Motion carried

OLD BUSINESS

Mr. Ewusi reported there was no old business on the agenda for this meeting and opened the floor for any business. No further discussion occurred.

NEW BUSINESS

2019 Fiscal Year Budget

Mr. Ewusi provided to the committee a copy of the IERC 2019 legal fund balance and fiscal budget. The report indicated a fund balance of six hundred seventy-four thousand eight hundred and fourteen dollars and eight cents (\$674,814.08) and stated this included funds withheld from non-compliant LEPCs.

Mr. Ewusi presented the proposed budget to the committee and discussed the funding categories. He reported the following:

Item 1 (Personnel Services) sixty thousand dollars (\$60,000) was requested by the Chief Financial Officer (CFO) of IDHS and received the commission's approval to cover funds that did not transfer from IDEM to IDHS by a memorandum of understanding (MOU). He noted the fund was necessary to close the IDHS fiscal shortfall. He also advised the fund was for a two year period with 2019 being the last year the IERC would make the contribution.

Item 2 (Utilities) – One thousand dollars (\$1,000) for utilities,

Item 3 (Contractual) – Forty-eight thousand dollars (\$48,000) for a contractual agreement with IDSI for maintenance of Tier II Manager System. He stated he had not entered into a discussion with IDSI to determine maintenance cost and if the cost would change in the upcoming years.

Item 4 (Materials, Parts, Supplies) – None

Item 5 (Equipment) – No capital assets to report.

Item 6 (Governmental Units) – Ten thousand dollars (\$10,000) will be moved from **item 7** (Grants-LEPC Assistance Program) to **item (6)** since no LEPC applied for the grant. He noted the funds will cover the cost of the EMAI conference.

Item 8 (Social Services) -- None

Item 9 (Administrative/Travel/Other) – Twelve thousand dollars (\$12,000) for administrative travel and other expenses.

In conclusion he reported the proposed Fiscal budget was one hundred and thirty-one thousand dollars (\$131,000) which is greater than the previous year's budget of seventy-one thousand dollars (\$71,000).

Mr. Palin asked if the budget amount was the appropriation approved by the legislature. Mr. Ewusi stated it was approved last year. Mr. Palin asked if there was an augmentation contributing to the one hundred and thirty-one thousand. Mr. Ewusi stated there was an MOU between IDEM and

IDHS to make a payment of about sixty thousand dollars (\$60,000), however the funds were not transferred to IDHS and the augmentation is to cover the funds not moved.

A motion to approve the funding as it was proposed was made by Mr. Palin and seconded by Ms. Buster. No further discussion occurred.

Roll Call Vote

Ian Ewusi—Yes
James Pridgen—Yes
Bruce Palin—Yes
Kassandra Buster—Yes

Motion carried

EMAI/IERC Conference

Mr. Ewusi addressed the ten thousand dollar (\$10,000) for the EMAI conference. Mr. Larmore explained a motion was made and he would address it in the Communication Committee report at the commission meeting. He asked if the Fiscal Committee had to also approve it and Mr. Ewusi stated no because the amount is accounted for in the budget.

Mr. Ewusi indicated the committee planned to purchase awards and plaques. Mr. Larmore and Mr. Ewusi discussed last year's awards cost of fifteen hundred dollars (\$1,500). Mr. Larmore asked if the money was in the budget for the 2018 award purchase. Mr. Ewusi specified he could pull the money out of the Administrative Travel budget to cover the awards, which has a balance of twelve thousand dollars (\$12,000). Mr. Ewusi requested a motion to approve twelve hundred dollars (\$1,200) for the acquisition of plaques and awards for the EMAI/IERC conference.

A motion to approve twelve hundred dollars (\$1,200) to purchase awards for the EMAI/IERC conference was made by Ms. Buster and seconded by Mr. Palin. No further discussion occurred.

Roll Call Vote

Ian Ewusi—Yes
James Pridgen—Yes
Bruce Palin—Yes
Kassandra Buster—Yes

Motion carried

Remittance of Revenue from Tier II Manager for 2018

Mr. Ewusi discussed the revenue reports from the Tier II Manager, stating ten percent (10%) designated for the IERC was sixty thousand one hundred and sixty-three dollars and ninety-one cents (\$60,163.90). The total transferred to the IERC account was one hundred fifteen thousand three hundred and eighty-six dollars and twenty-six cents (\$115,368.26). He advised this reflected two different funding sources. One for the ten percent (10%) for Tier II reporting allocations and the

other from withheld funds from eleven (11) LEPCs. The withheld funds amounted to fifty-five thousand two hundred and twenty-two dollars and thirty-five cents (\$55,222.35). Mr. Larmore asked if the fifteen thousand dollars (\$50,000) was also deposited into the same IERC account and Mr. Ewusi confirmed it did.

Mr. Palin discussed changes in the statute allowing more flexibility on what funds could be used for in the future. Mr. Larmore noted that if more LEPCs become compliant and remained in good standing then the withheld funds can be used to assist those LEPCs. Mr. Ewusi reported that there were eighty-one (81) LEPCs compliant in 2018. He anticipates the number of active LEPCs increasing in the next year and therefore the amount of withheld funds decreasing.

Mr. Ewusi also noted IERC funds derived from the 2018 Tier II reporting fees of forty-eight thousand dollars (\$48,000) was of concern considering the annual budget figure of sixty-thousand dollars (\$60,000) for Personal Services. Mr. Palin reminded the committee that the sixty thousand dollars (\$60,000) will not be in the budget once IDHS starts budgeting for Personnel Services but he noted that the commission was spending more than is coming in. Mr. Ewusi discussed hiring another LEPC coordinator for the northern part of the state which would help with LEPCs and compliancy.

No further discussion occurred.

ADJOURNMENT

Mr. Larmore made a motioned to adjourn the meeting and it was seconded by Mr. Palin. All present were in favor. Meeting adjourned.

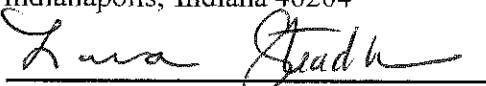
Roll Call Vote

Ian Ewusi—Yes
James Pridgen—Yes
Bruce Palin—Yes
Kassandra Buster—Yes

Motion carried

NEXT MEETING

Indiana Government Center South
402 W. Washington Street
Conference room 1 and 2
Indianapolis, Indiana 46204



Ian Ewusi, Acting Chair