

Indiana Emergency Response Commission

INDIANA EMERGENCY RESPONSE COMMISSION

Fiscal Committee

Indiana Government Center South

302 West Washington St.

Indianapolis, Indiana 46204

July 13, 2020

COMMITTEE MEMBERS PRESENT:

Laura Steadham— IDEM, Chair

Ian Ewusi—IDHS

Madison Roe—IDHS

Amanda Horner—IDHS

Bruce Palin—Public Representative

James Pridgen—Business/Industry Representative

COMMITTEE MEMBERS ABSENT:

Shawn French—Business/Industry Representative

The following Commissioners and staff were present:

Jeff Larmore—Local Government Representative

Elliot Anderson—IDHS

WELCOME AND INTRODUCTION

Ms. Steadham welcomed everyone to the Fiscal Committee meeting and requested a determination of a quorum.

QUORUM

Ms. Steadham indicated a quorum was present after roll call, with six (6) of seven (7) members in attendance. Meeting was called to order at 10:03am.

CONSIDERATION OF MINUTES

Ms. Steadham asked if there was any discussion for the meeting minutes from May 11, 2020. Mr. Palin made a motion to approve the May 11, 2020 meeting minutes and was seconded by Mr. Ewusi.

Roll Call

Ms. Steadham—Yes

Mr. Ewusi—Yes

Mr. Palin—Yes

Mr. Pridgen—Yes

Ms. Roe—Yes

Ms. Horner—Yes

No further discussion occurred. All present were in favor.

Motion carried.

OLD BUSINESS

LEPC Plan Module

Mr. Ewusi began the discussion by reminding the committee of the previous quote from IDSi presented at the May meeting. He noted IDSi originally quoted a one-time fee of \$45,000 and an annual maintenance fee of \$10,000 for the LEPC Plan Module. Additionally, a Water Source Protection Notification module of \$6,500 for the Indiana Department of Environmental Management (IDEM) was included. Thus, bringing the total original quoted price to \$51,500 plus a \$10,000 annual maintenance fee. Mr. Ewusi noted the committee was not interested in paying the \$10,000 annual fee and has since renegotiated the price with IDSi to a one-time price of \$73,000 with no annual maintenance fee. He noted all maintenance cost for the new module will be covered under the existing maintenance fee and \$6,500 will be contributed by IDEM to cover the cost of the notification module to meet the America Water Infrastructure Act requirement. He noted that actual cost to the IERC for the new module is \$66,500. Mr. Pridgen asked for staff's recommendation regarding the necessity of the plan module. Ms. Horner reported it would be beneficial in creating more complete, consistent, and efficient LEPC hazardous material plans.

Mr. Pridgen asked if there is enough money in the IERC budget to cover the cost. Mr. Palin reported that an augmentation can be made to the budget by taking the necessary amount from the legal fund. Mr. Ewusi informed the committee he had a meeting with the Agency's Chief Financial Officer (CFO) who indicated not seeing an issue with utilizing the legal fund to cover the cost of the new LEPC Plan Module. He noted State government is requesting all agencies cut budgets by 15%, therefore, he, Ms. Steadham, and the CFO will meet, if need be, to draft a document explaining the importance of the module to present for approval. Two suggestions were made by Mr. Palin on how to best pay for the module. This first suggestion is to augment the full \$73,000 from the legal fund to pay the full bill and have IDEM reimburse the IERC for their portion (\$6,500). The second suggestion is to have IDSi send two bills, one for the IERC and the other for IDEM. Mr. Ewusi reported he will discuss the options with IDSi and IDEM to decide on the best option.

Mr. Pridgen made a motion to bring the recommendation for the use of up to \$73,000 from the legal fund before the IERC and Mr. Palin seconds the motion.

Roll Call

Ms. Steadham—Yes

Mr. Palin—Yes

Ms. Roe—Yes

Mr. Ewusi—Yes

Mr. Pridgen—Yes

Ms. Horner—Yes

See recording for further discussion. All present were in favor.

Motion Carried

Meeting Owl

Ms. Roe updated the committee on the status of the meeting Owl upgrade. She noted the original quote presented at the last meeting has expired and the new quote is \$1,000, which includes an indefinite free care service for the upgraded system. She noted the IERC shares the Owl with another IDHS Section and they have agreed to share in the cost by paying \$500 for the upgrade. Ms. Steadham asked if Microsoft Teams or another online meeting program can be used to replace the meeting Owl. Ms. Roe noted the updated Owl is better suited for an auditorium setting with improved visual and sound capabilities. Ms. Steadham added she is concerned with the Owl becoming obsolete in a few years. Mr. Ewusi said that requiring all attendees to bring their personal devices to participate in a meeting poses difficulties. Ms. Roe reported that the purchase of the Owl would come out of the materials/parts/supplies line item of the budget.

Mr. Pridgen made a motion to recommend the purchase of the upgraded meeting Owl to the IERC and Mr. Palin seconds the motion.

Roll Call

Ms. Steadham—Yes

Mr. Palin—Yes

Ms. Roe—Yes

Mr. Ewusi—Yes

Mr. Pridgen—Yes

Ms. Horner—Yes

No further discussion occurred. All present were in favor.

Motion Carried

New Business

2021 Budget

Mr. Ewusi began the discussion by talking about line item 9, administrative/travel/other. He noted due to the COVID-19 pandemic and travel restrictions, it is unlikely the full amount from line item 9 will be used. He informed the committee that IDHS is cutting its budgets by 15% and is recommending to divisions and commissions to not fund 2020 conferences. Mr. Ewusi reported the commission had planned to provide funding for both EMAI and IHAMR conferences and at the moment both conferences are still scheduled, however, both organizations are meeting to discuss options in the coming weeks. Mr. Anderson reported that the Commission has not yet approved funding for the conferences therefore, formal action is not necessary for the denial of funding.

Mr. Palin made a motion to recommend the approval of the FY2021 budget to the IERC and Mr. Ewusi seconds the motion.

Roll Call

Ms. Steadham—Yes

Mr. Palin—Yes

Ms. Roe—Yes

Mr. Ewusi—Yes

Mr. Pridgen—Yes

Ms. Horner—Yes

No further discussion occurred. All present were in favor.

Motion Carried

ADJOURNMENT

Ms. Steadham stated there is not any other business to discuss. Mr. Ewusi motioned for adjournment and was seconded by Mr. Palin.

Roll Call

Ms. Steadham—Yes	Mr. Palin—Yes	Ms. Roe—Yes
Mr. Ewusi—Yes	Mr. Pridgen—Yes	Ms. Horner—Yes

No further discussion occurred. All present were in favor.

Motion Carried

Meeting adjourned at 10:50am.

NEXT MEETING

TBD

Laura Steadham

Laura Steadham, Chair

