**MARSHALL COUNTY**





****

**EMERGENCY MANAGEMENT AGENCY**

**Jack Garner, Director**

**ADVISORY COUNCIL MEETING**

**MEETING RECORD**

Thurdsday, March 20, 2025

Marshall County Building, Room 207

9:30 AM

**MEETING CALLED TO ORDER AT 10:00 AM BY: Director Garner**

**MEMBERS IN ATTENDANCE:**

* Greg Compton – Marshall County Council
* Robert Listenberger/Laura Mann – Plymouth Mayor
* Erica Partin – Argos Town Council
* Mark Haskins – ARES
* Paul Shumaker – Health Department
* Tom Nowak – Marian University’s Ancilla College

**MEMBERS ABSENT:**

* Adam Faulstich – Marshall County Commissioner
* Keith Fraine – Bremen Town Council
* Bill Cleavenger – Culver Town Council
* Zach McGuigan – Marshall County 911
* Les McFarland – Bourbon Town Council
* Byron Felde – Civil Air Patrol
* Roger Ecker – La Paz Town Council
* John Grolich – LEPC
* Ward Byers – Plymouth Schools

**EMA DIRECTOR:** Jack Garner - Present

**INTRODUCTIONS:**

* **New Member Introductions:** Greg Compton is the new County Council appointee after Steve Gorski resigned from the Council. Mr. Compton introduced himself to the board.

**OLD BUSINESS:**

* **Meeting Minutes:** Corrections needed for attendance. Motion to approve March meeting minutes made by Mayor Listenberger and seconded by Councilwoman Partin. Minutes approved.
* **Marshall County Comprehensive Emergency Management Plan (CEMP):** CEMP base plan was adopted by the board in 2024. ESF annexes have been drafted and will be up for a vote from the board later this year along with other supporting annexes.
* **Standard Operating Procedures:** Garner shared the drafted Standard Operating Procedures for the Agency and explained the purpose of the document. No changes were requested from the present board members. The SOPs will be up for board adoption in September.
* **Resource List:** Garner mentioned that the countywide emergency resource list has not been started yet but will start soon. Garner may attend some town/city council meetings to explain the purpose of the list.
* **Monthly Newsletter:** Garner shared that EMA now distributes a monthly email newsletter to those who have chosen to subscribe. This newsletter highlights upcoming trainings, events, grants, and other updates. Board members were asked to subscribe.

**NEW BUSINESS:**

* **Questions/Discussion on the EMA Director’s quarterly report for April-June, 2025:**

Garner read through the quarterly report. Discussion was limited.

* **Discussion on March 30 and April 2 Severe Storms:** Garner explained some of the tornado operations and the process to receive state and federal assistance. Questions were asked for board members about FEMA’s future and funding timeline. Garner mentioned that things are day-to-day with FEMA right now and that the agency may be shuttering after hurricane season.
* **Upcoming Training Opportunities:** Garner highlighted a few trainings being offered this summer, including a search and rescue class, Norfolk Southern’s safety train, an REMC line safety demonstration, and a grain bin rescue training.
* **Cooling Centers:** With extreme heat in the forecast, Garner asked the municipalities present to report available cooling centers to EMA. Some of the extreme heat occurs on weekends and outside the normal business hours for traditional locations.
* **Board Alternates:** EMA is exploring a policy to allow board alternates to attend the quarterly meetings. Having alternates helps the board achieve a quorum and will ensure better information sharing with stakeholders. By Indiana title code, the County Commissioner President and County Council President should be the county appointees, which is not currently the case. For 2026 the plan is for Garner to ask both bodies to appoint their presidents with other members serving as alternates in case the presidents cannot attend.
* **EMA Continuity of Operations in July/August:** The EMA office will be closed for an unknown period of time near and around the birth of Director Garner’s child in late July/early August.Garner mentioned that he will be taking some vacation leave and then hybrid work for a few weeks after the birth. He will be back in the office the final week of August due to the IDHS exercise and Blueberry Festival. Kip Shuter, the Kosciusko County EMA Director, is Marshall County’s alternate EMA according to the CEMP. Kip recently had a major surgery and may not be able to respond, so Dustin Drake from IDHS may be the point of contact. Garner will share information in July with all stakeholders about who to call/email and provide their contact info.

**ROUNDTABLE/OPEN DISCUSSION:**

* Mr. Shumaker brought up the work being done by the Marshall County Health Department to install an open burning ordinance. Garner mentioned that IDEM is cracking down on state ordinance violations. Listenberger shared that Plymouth has had issues with open burning as well. Garner mentioned that if a municipality wants to open burn that they should seek approval from IDEM first, as was done with the Bourbon tornado debris.

**MEETING ADJOURNED:**

* Meeting was adjourned at 10:44 AM.

**NEXT MEETING:** The next meeting is scheduled for September 18, 2025 at 10:00 AM.

Respectfully submitted,

Jack Garner,

EMA Director