



**MARSHALL COUNTY
EMERGENCY MANAGEMENT AGENCY
Jack Garner, Director**



ADVISORY COUNCIL MEETING

MEETING RECORD

Thursday, September 18, 2025
Marshall County Building, Room 207
10:00 AM

MEETING CALLED TO ORDER AT 10:02 AM BY: Director Garner

MEMBERS IN ATTENDANCE:

- Adam Faulstich – Marshall County Commissioner
- Greg Compton – Marshall County Council
- Robert Listenberger/Laura Mann – Plymouth Mayor
- Paul Shumaker – Health Department
- Tom Nowak – Marian University's Ancilla College
- Bill Cleavenger – Culver Town Council
- Ward Byers – Plymouth Schools
- Matt Neher – Bremen Town Council

MEMBERS ABSENT:

- Zach McGuigan – Marshall County 911
- Les McFarland – Bourbon Town Council
- Byron Felde – Civil Air Patrol
- Roger Ecker – La Paz Town Council
- John Grolich – LEPC
- Erica Partin – Argos Town Council
- Mark Haskins - ARES

EMA DIRECTOR: Jack Garner - Present

INTRODUCTIONS:

- **New Member Introductions:** Adam Faulstich is attending his first EMA meeting as County Commissioner. Matt Neher, Bremen Fire Chief, is replacing Keith Fraine as the Bremen Town Council's appointment to the board.

OLD BUSINESS:

- **Meeting Minutes:** Motion to approve June meeting minutes made by Councilman Compton and seconded by Commissioner Faulstich. Minutes approved.
- **Marshall County Comprehensive Emergency Management Plan (CEMP):** CEMP base plan has been adopted by this board. Work continues on supporting annexes. The debris management annex is getting revamped and stakeholders will have their first meeting to review the plan on October 2nd.
- **Standard Operating Procedures:** Director Garner was seeking a quorum to formally adopt the Standard Operating Procedures. At the time it was on the agenda, a quorum was not present. Mr. Nowak joined the meeting later and the SOP discussion continued. Garner explained to Commissioner Faulstich that the SOP does not supercede the job description for EMA personnel that has been approved by Marshall County. Mr. Shumaker asked if the SOPs contained language detailing who gets called out in an emergency. Shumaker wants to make sure the Health Department is notified of large incidents and whether or not their assistance is needed. Director Garner said that it is not in the SOP, but he could add that language into the document. Garner mentioned that often times EMA is not notified of large incidents either but he will try to be better at passing along information as he learns about it. The Marshall County Sheriff's Department stated late last year that the EMA director will only be notified of an incident if the Incident Commander specifically requests it. A discussion then unfolded about who serves as the Incident Commander in emergencies, which was explained by Garner and Chief Neher. Following the discussion, a motion was made by Mr. Shumaker to approve the SOP with an amendment to include language about incident notifications, that will be shown to Shumaker the next day. The motion was seconded by Mr. Byers and approved unanimously.
- **Resource List:** Director Garner said that he will be sending an email out the week after this board meeting to relevant parties to compile a comprehensive list of resources available to be used in an emergency. This is not a requirement to complete, but if the county, towns, schools, etc. want to submit their resources that would be welcomed. The idea is that, in an emergency, one town could quickly see what resources the county or another town has, then make a request to borrow said resource. This will not be a formal mutual aid agreement and any entity can decline participation.

NEW BUSINESS:

- **EMA Director's Quarterly Report for July-September, 2025:**

Director Garner read through the quarterly report. Brief discussion occurred regarding the Zentis hazmat incident.

- **Federal Disaster Declaration Update:** Director Garner shared an update with the board regarding the federal disaster declaration for Public Assistance (PA) for the spring tornadoes. Marshall County submitted its FEMA documentation on 9/16 and will be receiving around \$11,000 back for damages due to debris cleanup and emergency response. The other applicants, Ancilla and Bourbon, will be receiving much more due to structural damages, and their paperwork is ongoing per Mr. Nowak. EMA is still appealing the denial for Individual Assistance (IA) and hopes to get federal money to help homeowners whose properties were damaged.
- **Upcoming Training Opportunities:** Garner highlighted a few trainings being offered this fall, including a mental health training for first responders and their spouses, MGT-312 and MGT-318, the EMAI and Indiana HAZMAT conferences, and an INDOT winter ops briefing. Materials for these trainings will be sent out with the minutes and included in the October newsletter.
- **Board Meeting Changes:** A new state law went into effect on July 1 that changes the way these meetings will be conducted. Firstly, a notice must be provided to media and include the board's roster since members are appointed by other boards. These meetings will now be open to the public as well, and while Director Garner wasn't sure if public comment was required, he will be allowing it anyway. The meetings do not need to be livestreamed or recorded. If the board wishes to discuss sensitive information, such as certain emergency plans, it can hold a private executive session to conduct such business.
- **2026 EMA Budget:** Director Garner showed the board the 2026 EMA budget as it stands now. No cuts were made as the requested operating budget asked for no increase in funding. The initial 3% salary increase request was marked down to 2%. The budget will be formally adopted by the County Council in October.
- **Future Goals for EMA:** Director Garner walked the board through a number of his projects for EMA over the next few years. They are as follows: create stand-alone EMA website hosted for free by IOT, conduct a public safety town hall, increase presence at community events, bring NWS storm spotter training to the county, the resource list, complete new debris management plan, ratify CEMP edits, reorganize the LEPC, reinstate EMA Advisory Board officer positions, explore adding a deputy director, establish a volunteer program, establish a COAD, increase hazmat response capabilities, pursue more private sector grants, write and ratify the 2027

MHMP, conduct annual meetings of each ESF, and pursue the PEM certificate. Some of these are immediate goals while others may take a few years to get to due to staffing. Garner mentioned that several counties smaller than Marshall have deputy directors which helps with continuity of operations, special projects, and knowledge/experience gaps. Councilman Compton asked if the existing EMA page on the county's website will remain active, which it will. Important info will remain on that page and a link to the new EMA website will be added. IOT hosts local government websites for free and will give Garner a chance to make his own web edits and expand his website's capabilities. It will be very similar to the Health Department's website. Reception of the future projects was positive and no item was scratched from the list.

- **Marshall County LEPC:** Director Garner shared that the Local Emergency Planning Committee (LEPC) will likely be an EMA responsibility beginning in 2026 and going forward. The state considers Marshall County's LEPC to be defunct because it is no longer holding meetings or conducting training. Its last meeting was in 2023. There is money available that can be used for hazmat training and equipment that can only be received if the LEPC is active. The LEPC has struggled to get quorums at meetings in the past which is why the current LEPC director has stopped holding meetings. EMA will restart this in 2026 with hopes of finding more success and bringing funds to the county.

ROUNDTABLE/OPEN DISCUSSION:

- No new items brought up.

PUBLIC COMMENT:

- No public comment was heard.

MEETING ADJOURNED:

- Meeting was adjourned at 10:49 AM following a motion from Commissioner Faulstich and a second from Councilman Compton.

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

Respectfully submitted,
Jack Garner,
EMA Director