**Date:** Aprill 24, 2025

**Time:** 5:15 PM

**Attendance:**

Sheriff Brian Bolton, Chairperson Roger Cheers, Arispe

Dennis Brown, Union Co BOS Kristie Nixon, Afton (Zoom)

Waylon Clayton, City of Creston Jen Worisek, City of Creston

Judy Hopkins, City of Cromwell Matt Lenhart, City of Lorimor

Absent: Bridget Hoskey, City of Thayer, Terry Gilbert, City of Shannon City

The Union County Emergency Management Commission was called to order at 5:20 PM by Chairperson Sheriff Brian Bolton.

Discussion of Hiring Requirements: Hiring requirements are in the Iowa Code Sections 29C.7 and Iowa Administrative Code 605. The Commission members discussed hiring requirements and whether to hire a part-time coordinator to share with another county, a part-time coordinator to work less than 40 hours per week, or hiring of another full-time coordinator, with no consensus made.

Each of the criteria put forth in the Code of Iowa was discussed at length as to what was needed to comply with the specifications.

Kristie and Judy felt that a full-time coordinator would still be best for the county. Sheriff Bolton said he would work with the Auditor and the County’s Human Resources Department and get the position posted as soon as possible. Hopefully, within the next week or so.

A subcommittee was needed to vet applicants before bringing them before the Commission for consideration and any Commission members were urged to volunteer for the task.

The coordinator stated that she would help in any way she could, but time is running out and there had been plans made that could not be changed in July. She would be available by phone to answer questions, but not available to come into the office.

**Approval of the Agenda**: A motion was made by Matt Lenhart to approve the agenda. Second by Roger Cheers. Motion carried by all members present.

A motion to adjourn the meeting was made by Matt Lenhart, second by Dennis Brown. Adjournment at 6:25 PM.

Jo Anne Duckworth, Secretary