

December 19, 2025

The Lincoln County Board of Commissioners met for an emergency session on December 19, 2025, in the Lincoln County Courthouse, Libby, Montana. Present were Commissioner Teske, Commissioner Hammons, Commissioner Duram, Administrative Assistant Nikki Fox and Clerk and Recorder Corrina Brown.

Zoom participation: none

01:00 PM **Discussion with ER Assist Inc Regarding Contract:** Present were Boyd White, Dallas Bowe, Jake Ganieany, Jesse Haag, Laurel Matula, Thomas Rook and Wendy Drake.

Commissioner Teske called an emergency session to address the county’s response to the December 2025 flood and wind events and to consider contracting with ER Assist Inc for FEMA disaster management support. The Commission noted that finance and legal had reviewed the proposed agreement and that the county lacks the internal expertise and staffing necessary to manage FEMA Public Assistance and reimbursement requirements. Laurel Matula of ER Assist Inc explained that the firm provides disaster grant management services, primarily managing FEMA Public Assistance reimbursement, procurement, debris removal, documentation, and compliance. ER Assist Inc would act as the county’s applicant agent with delegated authority to communicate with FEMA, reducing the administrative burden on county staff. All eligible costs for these services are reimbursable by FEMA at a 100 percent federal share. **Motion** by Commissioner Hammons to approve the ER Assist Inc contract with Lincoln County. Second by Commissioner Duram. The attendees discussed the general ER Assist Inc contract, not to exceed \$80,000 over a term of up to three years, *clarified to apply only to the December 2025 flood and wind events*. No public comment. Motion carried.

A hazard mitigation task order in the amount of \$5,000 was reviewed, with commissioners noting that mitigation activities generally occur after the emergency response phase. It was agreed to hold this task order until specific mitigation projects are identified. An emergency watershed program task order related to potential NRCS involvement and waterway debris removal was also discussed and held pending confirmation of NRCS participation. It was noted that a letter of request to NRCS would still be required to establish FEMA eligibility if NRCS declines assistance.

The Commission then reviewed the disaster response and recovery services task order, not to exceed \$70,000, which covers FEMA Public Assistance activities related to public infrastructure and emergency protective measures. This includes documentation and reimbursement for roads, bridges, debris removal, first responder activities, safety checks, and coordination with engineers and contractors. Laurel explained that ER Assist Inc would manage contracts, paperwork, compliance requirements and reimbursement documentation, allowing county staff to focus on operations. Commissioners discussed cost controls, staffing efficiency and the importance of accurate documentation to ensure full reimbursement. **Motion** by Commissioner Duram to approve the \$70,000 disaster response and recover services with ER Assist Inc. allowing extra space to change or add something. Second by Commissioner Hammons. Discussion of the scale of the recovery effort and the importance of professional assistance to avoid missed eligible costs and maximize taxpayer dollars. It was noted that cities, school districts and other entities will apply to FEMA as separate applicants, while the county’s emergency management office will continue to provide coordinated support under existing mutual aid agreements. No public comment. Motion carried.

1:26 PM **Adjourned**

LINCOLN COUNTY BOARD OF COMMISSIONERS

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Brent Teske, Chairman

**ATTEST:** \_\_\_\_\_  
Corrina Brown, Clerk of the Board