



**EMERGENCY PLANNING COMMITTEE MINUTES**  
**Tuesday, October 23, 2007**  
**3:30 p.m. Police Auditorium**

**1. CALL TO ORDER**

The meeting was called to order at 3:34p.m.

**2. ROLL CALL**

**The following members were present:**

Captain John Teague, Chair	Mary Nathe, EVAK
Carrie Meier, Assistant to Capt. Teague	Ray Hansen, EVAK
Mike Dye, EVAK	John Vanderzanden, Marion County Emergency Management
Red Vanis, EVAK	Cathy & Kevin Clark
Roger Williamson, Red Cross	Rob Kissler, Public Works
Larry Morgan, EVAK	
Shelly King, Keizer Chamber	

Captain Teague noted that this meeting would be the last one held until receipt of the new Emergency Operations Manuals from Marion County and that he would announce the next meeting when he receives the manuals.

**3. APPROVAL OF MINUTES ~ Minutes were approved as submitted.**

**4. EMERGENCY OPERATIONS PLAN REVIEW ~ Captain Teague reminded members that by resolution Section 1 of the Emergency Operations Plan must be approved by City Council prior to publishing. He added that he was unclear as to the process with the new manual but, when he received the equivalent of that section he would bring it before Council without scheduling an Emergency Planning Committee meeting.**

The following changes were made:

**Section 3b: Hazardous Materials ~ Page 7, Section IV Emergency Service Actions, B. Change *Initial Responders* to "First Responders".** Change reference to OAR to "CFR 1910.120q". Discussion took place regarding the Poison Control Center number. It was suggested that 1-800-222-1222 be checked and possibly added. **Page 12, Section VI - Training:** Change "*not*" to "*nor*" on the first line. Change reference to OAR to "CFR 1910.120q".

**Section 3h: Accidents: Transportation and Industrial: Page 1, Section II, Description, A. Transportation Accidents, 1-Aircraft Accidents:** Change "*The investigation of such incidents is the jurisdiction of the FAA.*" to "*The*

investigation of such incidents is the jurisdiction of the NTSB who may delegate to the FAA. (Notification would go to the FAA but the investigation would go to NTSB.)”  
*2-Rail Accidents: Add “Portland & Western Railroad, owned by” Burlington Northern. Page 4, V. Emergency Service Actions, A. Police Department, No. 8: move to “F. Incident Command”.*

**Section 3k: Public Health: No changes.**

5. **EVAK UPDATE** ~ Ray Hansen reported that a coordinators’ core group meeting was planned. He reviewed past activities including trainings, the Keizer Fire Department safety program, damage assessment training and participation in the Keizer birthday celebration. Mr. Hansen and Captain Teague discussed the membership of EVAK noting that membership stands at approximately 250.
6. **ROUNDTABLE AND NEW BUSINESS** ~ John Vanderzanden, reviewed a spread sheet depicting the most recent award of grant funding from State Homeland Security Grants for Marion County and the cities/agencies that have requested grant funding. He noted that the Keizer CERT program received \$4,123 for equipment, training and exercises and reviewed other funds granted to surrounding areas.

Mr. Vanderzanden also reported that he had copies of the standard distribution of the annual republishing of the Marion County Resource Directory for the Police Department, City Hall, Public Works and Fire Department. CDs are included. He encouraged members to retain the existing colored detour maps. He reviewed activities of the Columbia County emergency exercise which included Oregon, Guam and Arizona in varying degrees. He noted that he was working on an exercise for Marion County that would include EOCs in the County sharing resource requests, declarations of emergency and management objectives for operational periods.

Rob Kissler reported that he, the Public Works Superintendent and the City Manager are signed up for the ICS 300-400 mandatory training in December and reported on a conference he attended regarding the mutual aid agreement between the City of Keizer and water and wastewater agencies across the state: Oregon Water/Wastewater Agency Response Network (ORWARN). He also noted that Chemawa Road construction is almost complete and stormwater work on Dearborn will begin after Thanksgiving with paving, curb, gutter and sidewalk work to follow. He added that the department had done a radio communication exercise recently and failed due to equipment failures. Frequencies are in the process of being changed, following which staff will be required to use the radios as a primary communication tool until they are familiar with radio protocol. Discussion followed regarding communication tools.

Shelly King reported that she was attending as a business representative.

Several members discussed the function of the Citizen Core Group which is the over-arching group that brings in and coordinates the volunteers from Police, medical, fire services, CERT and neighborhood watches. Mike Dye noted that he would attend the next meeting of this organization.

Roger Williamson reported on activities of Red Cross including a simulated plane crash exercise in Salem and assistance efforts in southern California with discussion following at length regarding that disaster.

**7. ADJOURNMENT** ~ Meeting adjourned at 4:09 p.m.

*Next meeting: To Be Announced*