

MINUTES
KEIZER EMERGENCY MANAGEMENT COMMITTEE
THURSDAY, OCTOBER 22, 1998
KEIZER POLICE AUDITORIUM

Lt. Mark J. Miranda, Emergency Manager, called the Emergency Management Committee meeting to order at 4:00 PM. Those in attendance were:

Lt. Mark J. Miranda - Keizer Police Department
Bob Emmerich - Citizen Representative
Bob Newton - Citizen Representative
Rod Conway - Keizer Fire District
Bruce Visser - Marion County Emergency Management
Jacque Moir - Gubser Neighborhood Association
Ken Gierloff - South East Keizer Neighborhood Association
Bill Lawyer - Keizer Public Works Director
Norm Cobb - West Keizer Neighborhood Association
Anne Rasmus - Clearlake Neighborhood Association
Diane Hunt - City of Keizer
Greg Frank - Keizer Fire District

INTRODUCTIONS

After introductions Mark Miranda advised that due to a computer problem the minutes from last months meeting were not available..

INCIDENT REVIEW

There was a structure fire at Cummings School recently due to construction. School was in session, but it was evacuated without any problems. The disaster drill at Whiteaker Middle School was conducted last week. It went off without any problems and both the school staff and Keizer Fire District members performed superbly.

PUBLIC WORKS UPDATE

Bill Lawyer advised that the FEMA information is still pending. The storm drain master plan with Salem is to be done in November. The Willamette levy study is on going and is due February 19, 1999.

EOC PHONES

Diane Hunt has been in contact with US West. Cost figures are pending for both a centrex system and a T-1 line. There are other possibilities that she will be looking into. The entire City phone system is out dated and in need of replacement, but that will be a budget item for next year. Mark Miranda will check to see if the US West switching station is equipped with an emergency generator.

CERT/VOAD

Jodi Sherwood is the staff liaison for this sub-committee. The next meeting is scheduled for October 27, 1998.

YEAR 2000 PROBLEM

Diane Hunt is the lead person for the City on the Y2K problem. A memo has been sent to the staff to check on computer related equipment and this project is now in process. It was suggested that a public forum be developed and presented on CCTV possibly in mid-November.

TRAINING

Basic ICS	Independent Study
Introduction to Mitigation	Independent Study
Emergency Education Network	Schedule available from Lt. Miranda
Emergency Management Institute	schedule available from Lt. Miranda

EMERGENCY INFORMATION MAILING

Earlier this year it was proposed to conduct a mailing of emergency management information to Keizer residents. Instead of a water bill mailing, the City Manger suggested that we utilize a mailing service that will go to all Keizer households. This will cover about 13,000 addresses. Bob Emmerich, Anne Rasmus, Jodi Sherwood and Mark Miranda will be working on this project.

MANUAL REVIEW

A sub-committee made up of Jacque Moir, Rod Conway and Mark Miranda will conduct the manual review.

ROUNDTABLE

Rod Conway reported on the Oregon Emergency Management Association conference he and Mark Miranda attended recently. Bill Lawyer reported that he is almost finished with the Y2K project for the Public Works department. Jacque Moir advised that the Labish Ditch and erosion problem will be a topic of discussion at the next Gubser Neighborhood Association meeting.

NEXT MEETING

The next meeting is scheduled for Thursday, November 19, 1998, 4:00 PM, in the Police Auditorium. There will be no August meeting.

ADJOURNMENT

The meeting was adjourned at 5:00 PM.

Lt. Mark J. Miranda
Emergency Manager