

**KEIZER EMERGENCY MANAGEMENT
COMMITTEE MEETING
THURSDAY, SEPTEMBER 23, 1999**

Pro-tem Emergency Manager, Greg Frank called the meeting to order at 4:05 p.m.

The following members were present:

Greg Frank ~ Keizer Fire Department
Bob Emmerich ~ Emergency Volunteer Coordinator
Ray Hansen ~ Volunteer
Anne Rasmus ~ Clearlake Neighborhood Association
Rod Conway ~ Keizer Fire District
Ron Barlotta ~ Mitsubishi Silicon America
Roger Williamson ~ American Red Cross
Jacque Moir ~ Keizer City Council
Rob Kissler ~ Keizer Public Works Director
Ted Plumb ~ Volunteer
Cindy Perry ~ Recording Secretary

Minutes Review/Approval

The minutes of July 22, 1999 were approved as mailed.

Incident Review

No incidents were reported.

Emergency Management Committee

Mr. Emmerich explained the emergency exercise that would take place for volunteer training on October 2nd from 10:00 a.m. to 12:30 at the Marion County Offices on Silverton Road. He noted how many volunteers would be taking part in the training and what groups would be involved in the various exercises.

Mr. Emmerich noted that an agenda would be mailed out regarding the exercise and indicated that Mr. Frank, Councilor Moir and City Manager Mull would be attending to survey the exercise.

Mr. Emmerich indicated that CCTV would be taping portions of the exercise that would be used in the future for training and recruitment of new volunteers.

The second training exercise will take place on October 28th with the possibility of more extensive training, which would be detailed later.

Karen Mark is working on an outline of the web page for the committee and should be completed in the next one to two months. Mr. Emmerich hoped to have a draft of the emergency manual out to the members prior to the next meeting.

Public Works Update

Mr. Kissler noted that things were moving ahead for the Willamette River Wall to move forward. Construction is scheduled to begin next year with completed spec plans in March 2000, the contract ready in May 2000 with a completion date of August 2000.

Mr. Kissler stated that a rough draft of the Keizer Dike Ordinance would be coming before the Council soon.

Responding to questions Mr. Kissler noted that the City would be obtaining permanent easements prior to the building of the wall to ensure the city's rights.

Manual Review

In the absence of Lt. Miranda this was omitted until the next meeting. Councilor Moir requested that Mr. Frank get in touch with Lt. Miranda as soon as he arrives to enable the modified manual to get to the Council.

Pro-tem Chair Frank noted that a chemical emergency draft could be added to the manual and that this is currently be worked out with the Fire and Police Department.

Roundtable

Councilor Moir explained that a surplus generator was located for a cost of \$20,000 and requested if the Committee was interested in the city purchasing this equipment that a formal motion and or letter is submitted to the Council for their consideration.

Mr. Kissler explained the difficulties of the volt differences between the police department and City Hall and the changes that would need to be made in order for the generator to work.

After a lengthy discussion Mr. Kissler requested that the Committee set priorities in order for him to research their requests.

The Committee agreed that telephone service during an emergency was the top priority, followed by power for lighting.

It was the consensus of the Committee to direct staff to pursue the cost of a battery power pack that would continue phone service at City Hall in case of an outage and to review the possibility of using existing generators to provide lighting if needed. Mr. Kissler agreed to research this and bring back information to the next meeting.

Mr. Williamson noted a Y2K Preparedness presentation would be taking place at Clearlake Elementary School on October 1, 1999. The Fire Department and Police Department would also have booths there with information.

Mr. Emmerich supplied a copy of the Organizational Chart to the Recording Secretary and requested that a copy be sent with the minutes.

Councilor Moir noted that Dianne Hunt supplied a Y2K update to the Council and the City is in excellent shape.

Next Meeting

October 28, 1999 at 4:00 p.m.

Adjourned

Pro-tem Chair Frank adjourned the meeting at 4:55 p.m.