

Keizer Emergency Management Committee

Date **August 24, 2010** **Time Called to Order:** **3:35 p.m.**

Committee Member	Present	Absent		Present	Absent
Emergency Manager	x		City Council Liaison	x	
Kevin Watson			Mark Caillier		
City Manager			Citizen At Large		
Chris Eppley			Ann Rasmus		
Police Chief			Keizer Fire District		
Marc Adams			Rod Conway		
Public Works			America Red Cross	x	
Rob Kissler			Red Vanis		
EVAK Coordinator			Keizer Police Dept.	x	
			Carrie Anderson		
EVAK Coordinator			Staff:		
Marion County EM			Debbie Lockhart, Deputy City Recorder	x	
John Vanderzanden*					

*Krista Rowland, Program Coordinator and Molly Fillion, Citizens Corps Coordinator substituted for John Vanderzanden

Agenda Item	Action Taken
Introductions/Approval of Minutes	Approved as submitted
Continuity of Operations Plan (COOP)	Carrie Anderson, Kevin Watson and Bill Lawyer are working with consultant from Bold Planning out of Tennessee. Further work needs to be done on the Alternative Facilities and Devolution (when little or no staff is left to continue operations). Discussed short/long-term facilities, positions that provide mission essential functions and various options for locating alternative facilities. Should devolution take place, the City would go to the County, County would go to the State. City government could get help from Council of Governments; emergency management would come from Marion County. Mutual Aid Agreements need to be in place with other jurisdictions. Overall the City plan is good. Fire still needs to do some work on theirs. Marion County is planning a tabletop exercise which will test their COOP. Ongoing maintenance of COOP can be done by individual cities; if Marion County receives another grant, cities would have access to maintenance through the County.
EVAK Update	Kevin Clark has resigned and Jacque Moir has retired. Jim Tret has expressed some interest in filling one vacancy. Whoever takes this position will need to focus on methods of recruiting new members. New NIMS training requirements need to be completed by 9/2011. Possible recruiting to work at Marion County Emergency Operations Center. Active groups: EOC, KARES, Transportation. Less active: Radio Group; Inactive: Communications (Information), Volunteer Coordinator and Clerical. Suggestion: Find replacement that will work closely with County and possibly staff a booth at community activities.
Roundtable and New Business	
Red Cross: Red Vanis:	Looking for a new Executive Director. Disasters: Since July total of 24 families in Marion County. 19 responses; normally do not have 19 until November/December so have used up disaster funds already. Fiscal year starts in July. Will be assisting in airport exercise.
Marion County EM: Krista Rowland	Will be participating in airport exercise. Offered radios. Perhaps Public Works can use them. Red Cross is interested. Hubbard, Woodburn and Jefferson are having Safety Expos and working on their COOP. McNary field exercise is 9/17, table top on 9/15.
Molly Fillion	Graduated Willamette University 2009; worked with AmeriCorps team, CERT certified, has Shelter Operations training.
KPD: Carrie Anderson	Working on COOP. Review was better than expected: all green except two yellows.
Next Meeting: November 16, 2010	Adjourn: _____ p.m. Minutes Approved: _____