

KEIZER EMERGENCY MANAGEMENT

EVAK Subcommittee August 19, 2008 Meeting Minutes

The meeting was called to order at 1907 hours, Keizer City Hall Council Chambers, by Chairman Ray Hansen (raywanh@comcast.net). In attendance: New Keizer Emergency Manager-Kevin Watson (watsonk@keizer.org), Captain John Teague- Outgoing Emergency Manager (teaguej@keizer.org), Mike Dye (Dye1680@netzero.com), Stephanie Cooke (scooke.cert@hotmail.com), new member - William Audette (William.Audette@ansillc.com), Donna Pence (pence48@aol.com), Charlene Weathers (cmweathers@aol.com), Ron Freshour (rbfreshour@comcast.net), City Councilor Brandon Smith (brasmib@comcast.net), City Councilor Jacque Moir (moirsdn@aol.com), guest - David Moir, Kevin Clark (kclark97303@comcast.net), City Councilor Cathy Clark (cathyclark97303@comcast.net), Red Vanis (redvanis@msn.com), Arlene Santana (no email), Mark Caillier (markcaillier@comcast.com), and Anne Rasmus (rasmusanne@aol.com).

1. **Introductions** of those attending the meeting.

2. **Minutes** from the May 20, 2008 meeting were approved.

3. **Newsletter:** Ray reviewed that Linda Doerfler is working on the newsletter. Send any information to her email linderlou21@hotmail.com.

4. **EPC (Emergency Procedures Committee):** John Teague said the Emergency Operations Plan has been edited. After the final copy, we will have another EPC meeting.

5. **EOC Tours:** (John, Kevin, Mike) The Oregon Emergency Management toured Beaverton, Clackamas, and Gresham EOC's. In doing so, they discovered easier procedures. **Question:** What is their emergency procedure for handling facilities like nursing homes? It is somewhat limited. Keizer is at an advantage because of our specialized vehicle that has been built for self-containment in disaster situations. **Question:** Do these cities reach out to their business community and volunteers for assistance? No, most areas use City employees only and have not dealt with businesses or developed volunteers as a basis for help in emergencies. Also, the EOC is set up to be very comfortable for EOC people, not make-shift. Some cities use "tool kits" which are on wheels and are easy to transport. **Schedules:** Beaverton has 3 teams scheduled 12 hours "on" then 24 hours "off" for emergency duty. Keizer has developed schedules of 12 hours "on"/12 hours "off". **Charts/Maps:** The EOC's had large, easy-to-read street/area charts to be used for information and directions during a disaster. It was agreed that Keizer needs to get larger maps that can be easily read from a distance. John Teague had some made and needs to have them laminated.

6. **Marion County Citizen Corps: (Council, Fire, Police, Neighborhood Watch):** It was reported that the last meeting was July 23. They are looking for a new leader for this group. Recently, there was a "Train the Trainer - Map Your Neighbor" Class. 8 CERT people were included thru OEM (Oregon Emergency Management). Salem CERT is including this in their program. Keizer CERT may have a class in the future.

7-10. Calendar/Training/Phone Tree/EVAK Lists:

◆ **September 10 (Wed.):** 7 p.m. - New Volunteer Orientation - Council Chambers.

◆ **September 13 (Sat.):** 9 a.m. - Table Top Exercise for Information/Assistance Groups - Fire Dept/Council Chambers.

- ◆ **October 4 (Sat.):** 9 a.m. - Table Top Exercise for EOC Planning/Logistics Groups – Fire Dept/Council Chambers.
- ◆ **October 6 (Mon.):** Keizer Fire Safety Night at the Fire Hall.
- ◆ **November 18 (Tues.):** 7 p.m. - EVAK Coordinators/Core Group meeting – Council Chambers.
- ◆ **November 20 (Thurs.):** Marion County/EVAK Exercise. EVAK will have a similar exercise to coordinate time with Marion County, but EVAK will involve Keizer. Fire Dept/Council Chambers.

[Updates for the Phone Tree and EVAK Group Info. were updated and handed out at this meeting.]

11. I.D. Badges: There are very few badges left to be picked up. Contact Wanda at Police for

12. Roundtable:

a. Stephanie Cooke stated that CERT is having a Ham Radio Class, Sept. 19 (6:30- 9 p.m.) and Sept. 20 (8:30 a.m. - 4 p.m.) at Keizer Fire Community Room. Cost is \$37. Also, April 17, 2009 will be a Region-wide Exercise. Keizer will take part.

b. Per Carol Doerfler, there are 14 “sitting” members for KARES now. They plan to have an April 2009 Exercise.

c. Cathy Clark announced that recently Mike Dye received the Volunteer-of-the-Quarter for Keizer. The new City Hall/Police Dept. complex being built is now scheduled for Spring 2009. The recent Dearborn Street improvement will now use run-off from Claggett Creek to water surrounding plants, rather than flooding the area. Also, Cathy said the City has dedicated money for cleaning and management of the parks. Lastly, she reported that the recent RiverFair was successful and well-organized. Vendors did well and any money made by City events went toward the “park fund”. Already, there are plans for next year’s RiverFair on August 8, 2009. There are plans to make RiverFair an annual event.

d. Red Vanis has been involved in Logistics with Red Cross and returned from 1½ weeks of Wisconsin floods then 17 days in South Texas. He explained that the Logistics portion had to do with purchasing, as well as reviewing invoices for the State of Texas procedures during Hurricane Dolly

e. Ray Hansen told us that Donna Pence will now be the Coordinator for Convergent Volunteers, taking over for Bob Emmerich. These people are those who come into the Information/Assistance area to volunteer their services and talents during a disaster. The Convergent Volunteers will fill out a form, so that EVAK knows what talents/services/equipment they have available to help.

The meeting was adjourned. Minutes taken by Anne Rasmus, Secretary.

**NEXT MEETING – November 18, 5:30 p.m. at Council Chambers.
Mark your calendar!**