



**EMERGENCY PLANNING COMMITTEE MINUTES**  
**Tuesday, July 26, 2005**  
**3:30 p.m. Police Auditorium**

**1. CALL TO ORDER**

The meeting was called to order at 3:35

**2. ROLL CALL**

**The following members were present:**

Captain John Teague, Chair  
Bob Trump, Patrol Sergeant and designated Operation Sections Chief  
Roger Williamson, Red Cross (3:45)  
Larry Morgan, EVAK  
Bob Emmerich, EVAK  
John Vanderzanden, Marion County Emergency Management  
Rod Conway, Keizer Fire District  
Ray Hanson, EVAK  
Mary Nathe, EVAK  
Anne Rasmus, EVAK  
Chuck Lee, City Councilor  
Dianne Hunt, Human Resources  
Debbie Lockhart, Deputy City Recorder

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

**4. NIMS TRAINING UPDATE** ~ Captain Teague reported that he would not do the training at this meeting because he has found a program to reduce the training from 3 hours to less than an hour. It will be scheduled for the next meeting.

**5. EMERGENCY OPERATIONS PLAN REVIEW ~**

**Section 3-d – EARTHQUAKE**

**II. Description** ~ Captain Teague noted that he had corrected several typographical errors. It was agreed that language should be added stating that EVAK has volunteers available to assist or govern damage assessment and to defer to EVAK forms rather than make them part of the EOP. "(See Attachment A)" will be deleted. First sentence on page 2 should read: "Many of these occurrences could result in mass casualties *due to the older building standards used in many structures.*) The reference to Type 2B UBC will be removed.

**III. Response Planning** ~ Delete the sentence "This includes coordinating ...." Add to the next sentence "....may be assumed by the Public Works Director or his

designee or the City Manager.” It was suggested that “best surviving” EOC should be replaced with some other terminology.

**B. Damage Assessment and Incident Stabilization ~ Add EVAK.**

**IV. Communications/Earthquake Information ~** The sentence beginning “Although earthquakes occur” was deleted and the second sentence prefaced with “Although significant earthquakes are obvious occurrences follow-up...”

**Public Information ~** last sentence “of communication” will be added to the end.

**Page 15: Restoration Sequence/Facilities ~** Grocery Stores were moved to Priority 2, Group Homes to Priority 3 and Water Shops moved to Priority 1.

**Communications ~** Data and other commercial communications services moved to Priority 2.

**3.e. VOLCANIC ERUPTIONS ~** Typographic errors corrected.

**3.j. NUCLEAR INCIDENT ~** Correct formatting issues.

Next quarter the last three sections will be reviewed and then the EOP will go to press. Captain Teague will re-read the entire manual prior to printing in order to bring it up to NIMS compliance.

Captain Teague referred to an example Resolution which will be prepared for Council approval adopting NIMS for the City in order to receive reimbursement and/or grant monies. Training for the KEPC will be done at the next meeting. Captain Teague is required to instruct and test all first responders in the city (Police and Public Works) (Fire is done) and will do that early in the morning before the work day begins. He has worked with Chris Eppley to get designated persons in each of the ICS sections and they will need the NIMS training.

- 6. EVAK UPDATE ~** Ray Hanson distributed and reviewed an activity schedule for EVAK. Orientation is coming up and on September 17 there will be training for coordinators with a focus on the telephone system. October 22 the coordinators will train the core group members. He noted that following the November session it will be time for another drill. Discussion followed regarding joint events with the City and County. John Vanderzanden noted that the County has an exercise planned for November to vaccinate 300,000 people in three days. Discussion followed regarding who will be authorized to give these vaccinations.
- 7. ROUNDTABLE AND NEW BUSINESS ~** John Vanderzanden invited those with leadership roles in EVAK to attend a Weapons of Mass Destruction Awareness Training held as a prerequisite for a 3-day class to train a Unified Command Control in ICS. The Marion County Natural Hazards Mitigation Plan was submitted to FEMA for review, came back with some minor adjustments and has been resubmitted for final approval. This allows the County to apply for federal grant money for mitigation projects that could potentially reduce the impact of natural hazards. Local

governments do not need mitigation plans, but can develop abbreviated plans to become eligible for grant money for projects within the city limits.

A full-scale Weapons of Mass Destruction explosion exercise will be held on October 8. Glennis Chapin with the County is coordinating the exercise and looking for 100-150 volunteers to act as victims and victim coordinators for the exercise. He encouraged interested members of EVAK to contact her at 503-588-7990. He added that former Health Department bioterrorism coordinator, Theresa Crocker, has joined the County Emergency Management Team as Emergency Coordinator.

Roger Williamson reported that he had acquired several volunteer forms and booklets for use in an emergency. He reported that the National Red Cross is reviewing local chapters and, thanks to reports from KPD and KFD, his chapter was determined to have a readiness level of 2 which means disasters up to 50 families/\$50,000 can be handled by the chapter. In the state of Oregon there is only one other chapter at that level, in the 10 western states there are only 15. Additionally, NIMS 700, 100, 200 and 800 training is going on.

Chuck Lee pointed out that if the committee needed to get information and/or requests out to the public, he would be happy to bring it up at a Council meeting so that it would be televised.

Ray Hanson noted that EVAK has an August 4 meeting.

Captain Teague noted that NIMS training will take about an hour.

**ADJOURNMENT** - The meeting was adjourned at 4:20 p.m.

*Next meeting: October 25, 2005, at 1530 in the Police Auditorium.*

*Sections to be reviewed will be: 3b and 3h*

*With NIMS Training following*