



**Emergency Planning Committee Minutes
Tuesday September 23, 2003
3:30 p.m. Police Auditorium**

1. CALL TO ORDER

The meeting was called to order at 3:35 p.m.

2. ROLL CALL

The following members were present: Sgt. John Teague, Greg Frank, Rod Conway, Bob Emmerich, Mike Dye, Ann Rasmus, Roger Williamson, Larry Morgan, John Vanderzander, Councilor Jacque Moir, and Recording Secretary, Debbie Lockhart.

3. APPROVAL OF MINUTES

There were no minutes to approve, they will be available at the next meeting.

4. FEMA HAZARD MITIGATION PLAN

Sgt. Teague informed members that FEMA wants a Hazard Mitigation Plan done. He questioned if it was a requirement and also if it would benefit the City of Keizer. John Vanderzander stated that there is a potential for a great deal of input into the County plan as one of the stake holders if anyone wants to do their own plan like the City of Salem. Having a City Hazard Mitigation Plan could increase opportunity for grants for projects within the City. He noted that invitations would be sent out to public and private sectors of the community for participation in the potential project process, as well as the Critical Infrastructure Inventory. This would be a report which anticipates the damage for various disasters: human life, property loss, etc. All these things would be done as part of the County's Hazard Mitigation Plan. The Mid-Willamette County Council of Governments is orchestrating the development of the plan under contract with Marion County Emergency Management. The purpose of the project is to stop repetitive flood insurance claims. It was noted that it was not necessary to address this issue at the present time because there have been some funding changes resulting in delays. Sgt. Teague asserted that, when the project commences, the City of Keizer wishes to be part of it.

5. EOP SECTION THREE REVIEW

Sgt. Teague distributed copies of Section 3B of the Emergency Operations Plan for review indicating the committee would work on the **HAZARDOUS MATERIALS** portion; **ACCIDENTS: TRANSPORTATION AND INDUSTRIAL**, and **TERRORISM**. He continued that the document is the New Operations Plan from September, 2002. Changes were outlined as follows:

FMAGIC

HAZARDOUS MATERIALS

- II.A.5. Site Restoration:** Last sentence regarding calling the County is deleted.
B.1. Notifications: Add Marion County Public Works.

VII. Site Specific Response Planning: Delete sentence beginning with "Refer to". Sentence about Pre-plan needs to be reworded. (Mr. Conway and Sgt. Teague will get together and reword section.)

ACCIDENTS: TRANSPORTATION AND INDUSTRIAL

Freight Traffic: Add "Lockhaven" or "bisector".

Communication: Cross out "Police" and add "IC"

TERRORISM

Communications: The sentence starting with "Unless otherwise directed" should end with the wording "on approval of the IC."

Sgt. Teague explained that he was going to make the minor changes but any other changes would be worked out with Rod Conway and brought back to the October meeting for approval.

6. FIRST QUARTER 2004 EXERCISE

Sgt. Teague informed members that the October 18 exercise had been postponed to Spring of 2004. He expressed the desire to make the exercise more intense, involving fire; beginning with a WMD (Weapons of Mass Destruction) and rolling over to a HazMat. There will be no Quake X this year. He noted that Marion County may have an exercise about the same time, in which case the City will "piggyback" with that. The date will be contingent upon what Marion County does. The definition for a weapon of mass destruction is: (1) chemical, (2) biological, (3) radiological, (4) nuclear, or (5) explosive.

Mr. Emmerich suggested that the Fire Department, including graduates, be included in the exercise noting that EVAK people are limited in the services they can perform, but if the activity was combined with Fire Department graduates they could work together. He continued that practice should be field orientated, even as simple as walking streets and knocking on doors or doing damage assessments.

Sgt. Teague pointed out that the Planning Exercise is the responsibility of the Committee, indicating that the strategy needs to be worked out at the committee meetings. He noted that, in order to do the planning, meetings need to be held more frequently and suggested that monthly meetings be arranged until the details and planning of the exercise are finalized.

7. EVAK

EVAK is going to participate in the Keizer Fire Open House 6:30-8:30, October 6.

Mike Dye reported that there are 18 people signed up for the October 4 training. EVAK is restructuring the Core Group of Volunteers (approximately 50 people) who will be

trained to train emergent volunteers. Fifty letters were sent out with 80% positive response from people who want to become trainers. Two trainings are being conducted.

8. ROUNDTABLE AND NEW BUSINESS

Greg Frank informed the group that a grant for \$5,500 has been received for Cert Training for Spring 2004. There are 5 people currently involved in this session. The possibility of doing something like an earthquake for the graduating class and bringing back the 25 people who have already graduated is being investigated. The Cert people would stabilize the situation and the Fire Department would arrive to dovetail. There has been \$1,000 received for use at the Marion County Training facility; the Keizer Station/Chemewa area is being considered as well.

Rod Conway reported that GMRS radios have been received. No license is required.

Councilor Moir announced that Crisel Perez, a Junior at McNary, is the new student councilor and she is very enthusiastic.

Ms. Moir reported that the City was being taken to the next level of appeal on the Keizer Station project informing members that Council is working very hard on the Development Disposition Agreement. Additionally, because of the potential development around Keizer Station, Council has asked the Planning Commission to review the TSP to look at ways for moving traffic through the community. Consideration may be given to partnering with Marion County in order to get improvements to River Road North or continuing Perkins over the freeway.

Roger Williamson reported that there has been some coordination with the forest fires and flooding. There has also been work done with the Health Department on the Mass Fatality/Casualty Plan.

Rob Kissler reported that he had information on the West Nile Virus from Marion County Health regarding the protocol if there are questions addressed to an organization. He added that the City is incorporating additional security issues at water pump stations and reservoirs, and doing a vulnerability assessment in-house to ensure a safer water system.

Larry Morgan thanked members who participated in the Needs Assessment process. 72 agencies throughout the county were interviewed and the response has allowed an accurate perception of the County as far as ability to respond in a WMB environment.

9. ADJOURNMENT

The next meeting was planned for October 28, 2003, at 3:30 pm in the Police Auditorium.

The meeting was adjourned at 4:50 p.m.