

**Keizer Emergency Management Committee Meeting
Minutes
Thursday, June 17, 1999**

Lieutenant Mark J. Miranda, Emergency Manager, called the meeting to order at 4:00 p.m.

The following members were present:

Elmer Rasmussen ~ Mitsubishi-Silicon
Greg Frank ~ Chief Keizer Fire Department
Rod Conway ~ Keizer Rural Protection Fire District
Ken Gierloff ~ Southeast Keizer Neighborhood Association
Jacque Moir ~ Keizer City Council
Bob Emmerich ~ Emergency Volunteer Coordinator
Bruce Visser ~ Marion County Emergency Manager
Joanie Mann ~ Claggett Creek Neighborhood Association
Christine Jones ~ Keizer Chamber of Commerce
Anne Rasmus ~ Clearlake Neighborhood Association
Roger Williamson ~ American Red Cross
Lt. Mark Miranda ~ Keizer Police Department, Keizer Emergency Manager
Rob Kissler ~ Keizer Public Works Director
Cindy Perry ~ Keizer Recording Secretary

MINUTES REVIEW/APPROVAL

The minutes of May 27, 1999 were approved as corrected.

INCIDENT REVIEW

Lt. Miranda explained how the recent homicide in Salem affected the Keizer Police Department as the suspect lived in the Keizer area, also he indicated that the ten hour shifts that the officers are now doing have been a great help.

There was a discussion of earthen dams in the area and how they would be affected in an earthquake and how this might affect the Keizer area.

RMP (Risk Management Plan)

Mr. Rasmussen spoke as a representative of WILCAER (Willamette Community Awareness and Emergency Response). He indicated that the EPA requires public and private facilities, including local business and municipalities who use certain types of chemicals to prepare a "Risk Management Plan". The idea of the plan is to reduce the risk of accidental release of chemicals and to protect the public and the environment.

VOLUNTEER ORGANIZATION

Mr. Emmerich summarized his memo sharing that Caroline Greene and Ted Plumb would be preparing a draft of the volunteer section for the Emergency Plan Manual. He explained that the target for review of the plan was September 1, 1999 with review by the EMC during the September meeting. The final draft would be forwarded on to the Council November 1, 1999.

Mr. Emmerich shared that he and Patty Morely would be preparing for a phone exercise with Group A and requested Mr. Visser's assistance during this exercise.

Mr. Emmerich noted that the date chosen for the Sub-committee meeting is the second Thursday of the month at 4:30 p.m. at the Fire District. Mr. Emmerich will be preparing the agenda and requested that he be contacted with any items of interest. It was noted that Mr. Emmerich would be working with Chief Frank in the organization of a CERT Program with hopes of it beginning in September.

VOLUNTEER TRAINING

Lt. Miranda shared that approximately 50 people attended the training on June 5, 1999. He noted that training will be an ongoing event throughout the year, and future dates for training and orientation will be decided at a later date.

PUBLIC WORKS UPDATE

Mr. Kissler noted that the final draft 205 of the Willamette River Wall has been completed and the City Council approved funding for this effective July 1, 1999. He was unsure of the completion date since there were many steps to cover (easements etc.) before building could begin.

Responding to questions Mr. Kissler shared that the Watershed Council is receiving release volumes from the dam and he would provide the staats to Lt. Miranda to share with the committee.

DTN WEATHER STATION DEMO

Lt. Miranda showed a demo of a satellite linked weather service. After review of the demo it was the consensus of the committee that the current services the committee has access to would provide adequate weather information.

SCHOOL ACCESS

Mr. Gierloff shared that a complete report would not be available from the Hearings Officer until June 21, 1999, but the information that he received discussed a "phantom driveway" with no specifics.

There was a discussion among the committee regarding pedestrian and traffic safety issues for the area with the proposed one access to the school.

It was the consensus of the committee to have Lt. Miranda draft a letter to City Manager Mull stating the committee's preference that Alder Road go straight through with no restrictions or a minimum of one gated exit to use for emergencies. Mr. Emmerich volunteered to make this presentation to the City Council on Jul 12, 1999.

EMERGENCY MANAGER

Lt. Miranda will be attending the FBI Academy for three months beginning July 10, 1999. In his absence the City Manager appointed Greg Frank as the Pro-tem Emergency Manager.

MANUAL REVIEW

2a ~ Emergency Management Plan

After discussing the Mayor's suggestions to the plan it was the consensus of the committee to strike from Page 7 Item D from the last paragraph the words, "As soon as practical". The remainder of the plan would remain as written.

ROUNDTABLE

Mrs. Rasmus shared she would be out of town during the July 22, 1999 meeting and would not be in attendance.

Councilor Moir noted that adoption of the 1999-2000 budget would take place on June 21, 1999, the school site hearing would be held on July 12, 1999 and the adoption of the Neighborhood Transportation Management Plan would take place during the July 19, 1999 City Council Meeting.

Mr. Williamson shared he had just returned from a refuge project at Ft. Dicks. He noted that the amount of donations received would take the National Guard two months to sort through.

Mrs. Rasmus shared the Keizer Heritage Foundation met it's goal of raising \$250,000. They hope to have the project completed by November, 1999.

Lt. Miranda shared a handout discussing managing chemical and biological attacks and noted that the city staff had been supplied with a Y2K Citizens Guide.

NEXT MEETING ~ JULY 22, 1999 @ 4:00 P.M.

Lt. Miranda adjourned the meeting at 5:20 p.m.