

**Keizer Emergency Management Committee
Minutes
May 27, 1999**

Lieutenant Mark J. Miranda, Emergency Manager, called the meeting to order at 4:05 p.m.

The following members were present:

Elmer Rasmussen ~ Mitsubishi-Silicon
Greg Frank ~ Chief Keizer Fire Department
Rod Conway ~ Keizer Rural Protection Fire District
Kevin Clark ~ Marion County Fire District
Ken Gierloff ~ Southeast Keizer Neighborhood Association
Sam Medlock ~ (?)
Bruce Rector ~ Gubser Neighborhood Association
Jacque Moir ~ Keizer City Council
Bob Emmerich ~ Emergency Volunteer Coordinator
Bruce Visser ~ Marion County Emergency Manager
Verena Wessel ~ West Keizer Neighborhood Association
Lt. Mark J. Miranda ~ Keizer Police Department, Keizer Emergency Manager

MINUTES REVIEW/APPROVAL

The minutes were approved as corrected.

INCIDENT REVIEW

Mr. Rasmussen explained the cause for an explosion that took place at Mitsubishi. He explained that a blower that expels gas failed which caused gas to ignite. Mr. Rasmussen stated that all safety features in place were implemented and worked effectively. The fire was extinguished before the fire department arrived.

Mr. Visser arrived at 4:08 p.m.

A simulated disaster drill took place between a car and a train on Front Street in Salem. As part of the drill simulated hazardous materials (chemicals) were involved. It was found that some of the disaster plans needed updating. One of the areas of concern was the decontamination of victims. Mitsubishi has facilities and personnel that they would be willing to assist with in the event of a disaster. It was noted that Salem Hospital currently is not well equipped for this type of accident.

Mr. Visser explained that a decontamination trailer would be staged at Salem Hospital so it would be available for such an accident. It was felt that the event was well organized and would have run smoothly if it had been an actual event.

VOLUNTEER ORGANIZATION

Patty Morley volunteered to do the database for the emergency volunteers and would devote ten hours per week to this project.

Volunteer applications are still being received and it may be necessary to consider another orientation day for these volunteers. Fifteen individuals had been cleared to act as group leaders.

There was discussion of the development of a web page for the committee. Also the development of a sheet to track the number of volunteer hours was discussed to apply for FEMA funds to assist with defraying costs based on volunteer time.

Bob and Ted completed the Lake Oswego CERT training. Additional classes would be held in September for those members interested in attending.

VOLUNTEER TRAINING

Flyers for training of the Emergency Operations Center and the Volunteer Center were mailed today, a total of 150 were mailed. Training will take place on Saturday, June 5, 1999 from 10:00 a.m. to noon.

HIGH SCHOOL STUDENT REPRESENTATIVE

Lt. Miranda contact McNary's student body President A.J. Swaboda and a representative from the school will be attending the next Emergency Management Meeting.

PUBLIC WORKS UPDATE

None

Y2K UPDATE

Lt. Miranda handed out the material that Dianne had compiled and presented at the last City Council Meeting.

EMERGENCY MANAGER

Lt. Miranda will be gone for 3 1/2 months beginning July 9, 1999 to attend the FBI Academy. An interim emergency manager will be appointed by the City Manager.

MANUAL REVIEW

3a ~ Severe Weather: It was recommended that on page two, A-4 that the wording be changed to "Neighborhood watch/neighborhood association". Page 9,

E Administration - add a paragraph to include the trained emergency volunteers (acronym to come). While discussing this, it was noted that we need to begin work on Section 8 of the manual that deals with Emergency Volunteers.

2e- Resource Management: No changes were made.

OTHER BUSINESS

Mr. Emmerich requested that KNAG appoint someone to come to the subcommittee meetings that are currently meeting twice a month. Eventually once a month is all the group would meet. Ken Gierloff would be the contact person for KNAG.

Councilor Moir explained the memo from here and Mayor Newton. She requested that the group considers the recommendations that were presented and to adopt or change them at the committee's desire.

After a lengthy discussion the committee decided that in Section One, Administrative Overview, the wording would be left as is. It was felt that ultimate authority needed to be left with the City Manager

Mr. Gierloff moved a motion that there would be no change in the language in Section One, Administrative Overview, as approved by the City Council.
Ms. Wessel seconded the motion and carried, all present voting aye.

Regarding the Mayor's suggestions for changes in Section two- Emergency Management Plan, it was the consensus of the committee to place this item on next month's agenda for further discussion.

ROUNDTABLE

Councilor Moir explained the upcoming budget hearing.

Mr. Gierloff requested information regarding the new schools and the effect the committee would have in an emergency situation. It was the consensus of the committee to bring this issue back on next month's agenda.

Chief Frank shared he would provide a copy of the new Anthrax Plan.

Mr. Rasmussen requested that the RMP be placed on the agenda for next month.

ADJOURNMENT/NEXT MEETING ~

Lt. Miranda adjourned the meeting at 5:15 p.m.