

City of Yachats
EMERGENCY PREPAREDNESS COMMITTEE
July 5, 2018

Draft Minutes

Chair Marc Courtenay called the July 5, 2018 quarterly meeting of the Emergency Preparedness Committee at 3:01 pm in Room 1 of the Yachats Commons. Members present: Marc Courtenay, Larry Nixon, Bob Bennett, Don Groth, Tracy Crews, Joan Davies, and James Sanders. Audience: 2.

I. Minutes – June 7, 2018

Courtenay announced the minutes of the June 7, 2018 meeting would be reviewed at the August 2018 meeting.

II. Public Comment

Shar Peterson (CERT) asked about the needs for the meeting on June 23, 2018. Courtenay indicated this would be discussed later in the agenda.

Reports

A. Emergency Operations Plan Update

Joan Davies indicated she had completed the first draft of the EOP. Larry Nixon and Bob Bennett reported they reviewed Davies' draft. Bennett had questions about who reports to whom. Davies explained there needed to be an IGA with the Fire Department about their roles. She noted State statutes specify the Mayor is the person to declare a state of emergency, but that role can be with the City Manager through Council resolution vote. Courtenay indicated the Committee would make a recommendation on this role to the Public Works and Streets Commission who would make a recommendation to Council.

Bennett noted they needed to add water and wastewater to the types of utility impacts. The document currently lists power, but not the other utilities.

Tracy Crews wanted clarification on emergency governance and policy versus emergency management, and Davies indicated those listed in the left column would be involved.

Crews indicated she recently sent members the attachments of the Newport's plan functional annexes and noted these are the critical emergency functions to be performed for a given area. She added these plans would need updating if they are switching from Mayor to City Manager.

Courtenay clarified in 2014, the Committee made updates to Yachats' EOP. He explained if they go the route of Newport, the Yachats plan would need many expansions, a step Jenny Demaris indicated was not necessary.

1 Bob noted some appendices and subsections might not be relevant to Yachats, such as
2 law enforcement or health care. Bennett was in favor of pursuing the more extensive
3 version.

4
5 Crews noted there needed to be something to address the reunification of youth with
6 their parents. Don Groth added there are children from other localities in Yachats
7 during the day. Crews noted she is responsible for kids at Hatfield until they are
8 claimed and suggested YYFAP would likely operate under the same principle.

9
10 Courtenay stressed there will be few responders in the event of an emergency. He
11 stressed the importance of getting people to the assembly areas and getting people
12 CERT trained. Courtenay suggested they keep the process and plan simple to meet
13 the update guidelines.

14
15 Davies asserted the addendums are essential to the Plan. Bennett suggested they
16 could decide which ones they could eliminate, and then add the important sections,
17 even if they state the section is "in progress" in the document. He added they could add
18 a placeholder for the less important areas before getting final approval. Crews noted
19 Yachats would have fewer people involved in the management plan than Newport.
20 James Sanders clarified there are two sets of appendices (Newport and Yachats 2014).

21
22 Courtenay noted they want the Plan to help them set their priorities for preparations, as
23 well as for management after the event.

24
25 Sanders clarified that the deadline for the draft is the end of September 2018, but
26 Courtenay would like to see it completed in August 2018.

27
28 Davies asked all members to get her written comments. Davies asked Courtenay to
29 contact the Chair of Public Works and Streets to get resolution on the line of succession
30 issue to have the City Manager declare the emergency (example in Plans book).

31
32 Davies asked about the location of where the team should gather. She noted if City Hall
33 were not habitable, the sewer plant would likely be inhabitable. Consequently, she
34 added the water treatment plant on River Road. Bennett noted the elevation of that
35 plant is actually lower than City Hall. Groth suggested the new Fire Department.
36 Courtenay noted that building would not be completed until 2020. Bennett suggested
37 they not try to resolve the issue of finding a command center not in the tsunami zone, as
38 that is more of an issue with a Cascadia event. He noted a wildfire or some other storm
39 event would be more likely. Nixon noted the sewer plant was built to handle serious a
40 weather event as it houses the City's archives. Courtenay noted a magnitude 9.0
41 earthquake was 100 times more damaging than 8.0 and there is a 40% chance of that
42 happening in their lifetimes. Crews added the center does not have to be a City
43 building.

44 45 **IV. Business**

46 **A. July 23, 2018 Map Your Neighbor Meeting**

1 Courtenay clarified the meeting is at 7:00 pm. Lynda Engle, event trainer, explained the
2 DVD they have explaining the system was copyrighted so could not be used. She
3 suggested providing a brief overview, then breaking into small groups. She offered to
4 bring instructors to work with each group and to provide each group with relevant
5 materials. She indicated she could provide the DVD for individuals who want to do the
6 work in their neighborhoods. Courtenay suggested they have people sit at the round
7 tables according to neighborhoods or the areas they live in. Engle explained the
8 materials she had or had access to.

9
10 Crews agreed to advertise the event on Facebook. Courtenay asked Anderson to get
11 Clerk Jackson to send an email blast announcing the meeting.

12
13 Members discussed how to break down the City into meaningful areas. Engle
14 explained Map Your Neighborhood was setup to help people who did not evacuate.
15 Engle asked the Committee to provide some description of the zones at the meeting.
16 Davies indicated she would make placards identifying the area for each table. Peterson
17 noted individuals were resources, as they possess skill sets such as nursing or building.
18 Engle suggested Courtenay contact Demaris for extra MYN brochures.

19 20 **B. Tsunami Walk Event**

21 Courtenay reported the drill was successful. Davies asked for help on getting
22 information from Teams 4, 6, and 11-15 (yellow sheets). Groth had questions about
23 evacuation routes around Hill Court and Greenhill. He reported people had difficulty
24 getting up the hill on the west side of the Highway from the Dwellings and the
25 Shellmidden area. Davies asked members to email her results from the drill.

26
27 Davies reviewed some of the issues that came up during drill. Davies reported the
28 hotels asked that they not have the drill on a Saturday during vacation time. She noted
29 they need better training for volunteers and better coordination with businesses.

30
31 Bennett suggested the Trails group should be contacted to put in a bridge at the end of
32 Marine drive to get across culvert going up to King Street.

33 34 **C. James Sanders, New Member**

35 Courtenay welcomed James Sanders to the Committee.

36 37 **V. Other Business**

38 **A. From Committee Members**

39 Courtenay reported he was asked to request that the City ban fireworks. Groth
40 suggested they focus on third-party fireworks. Davies indicated the City could ban
41 fireworks through an ordinance. Nixon suggested they get vacation rental managers
42 involved on stopping illegal fireworks. Courtenay suggested they could discuss a ban
43 and enforcement at their next meeting. Sanders noted some cities are going with
44 computerized drone displays. Bennett noted fireworks on the beach are illegal but
45 require County Sheriff, State Police, or a Parks Ranger to enforce it.

46 47 **B. From Staff - none**

1
2 Courtenay adjourned at the meeting at 4:10 pm.
3
4
5
6
7

8
9 _____
10 Marc Courtenay, Chair

_____ Date

11 Minutes prepared by H H Anderson on July 11, 2018

DRAFT