

1 City of Yachats
2 **Emergency Planning Committee**

3
4 October 12, 2017

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6 Minutes
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8 Bill Watson called the October 10, 2017 meeting of the Emergency Planning Committee to
9 order at 2:00 pm in Room 1 of the Yachats Commons. Members present: Bill Watson, Don
10 Groth, Larry Nixon, Tracy Crews and Marc Courtenay. Joan Davies was excused.
11 Staff Present: Rick McClung, Public Works Lead/WTP, Dave Buckwald, Public Works
12 Lead/WWTP, and Kimmie Jackson, Clerk II, and Max Glenn, Councilor.

13
14 Watson added Rick McClung to the Agenda to talk about FEMA Certification classes.
15 Watson circulated an updated information sheet for all members to update the contact
16 information. The updated list will be distributed at the meeting in November.
17

18 Approved meeting minutes of October 12, 2017 – Aye 4
19

20 **Container Inventory & Future needs**

21 Jackson stated that tools have been added to the containers by Public Works and the list
22 has been updated. Davies had suggested emailing all ideas to Jackson for approval by the
23 City Manager. Davies has also stated that we will probably go over the \$5,000 and they will
24 do a supplemental budget when needed. Jackson will physically attempt to open each
25 container, to make sure the doors are in working condition. Jackson also made clear that
26 the supplies are for all persons that are in need, not just for recovery efforts and volunteers
27 that are assisting in a disaster. Jackson stated we will be in need of more food, but to keep
28 in mind that the containers are filling up.
29

30 Crews stated that she is on the South Beach Emergency Committee, and has some
31 experience. They have three days of supplies and may need to assist 6,000 people.
32 Yachats has a lot of vacationers, who may be unprepared, and will not have any resources,
33 which will make the demand high on city resources. The South Beach Emergency
34 Committee has developed lists that they have developed that can be shared with this group
35 and will share at the next meeting.
36

37 Watson stated that the priorities should be shelter, water and space blankets, since storage
38 space will be our problem going forward in ordering supplies.
39

40 Jackson wants to have the CERT backpacks available at City Hall to sell to the residents. If
41 the residents and all vacation rentals have them in each home, the supplies in the
42 containers will go much further and not only will the residents be prepared, but so will the
43 vacationers.
44

45 Glenn stated that the fire department used to have the back pack to sell to residents. Glenn
46 will also keep the Council apprised of the developments and recommendations for the city. It
47 would also be a selling tool for the vacation rental companies.
48

1 Courtenay will check with Salem's emergency management office to see what would be
2 available. We could even offer the supplies and not the backpack.

3
4 McClung stated we will need chlorine tablets stored in each container. The water units will
5 be taken out and tested. There are also water bladders that can be hung from trees. The
6 gas containers are also here and will be filled and put in the containers. The keys (30) and
7 locks have arrived and will be distributed to the committee members and designated
8 volunteers.

9
10 Crews stated that we could ask the Dollar General to make a donation to the supplies and
11 help with the relationship with the community.

12 13 **Tsunami Wayfinding Signage Grant Update**

14 McClung stated we are waiting on the signage and should be here soon. He will read the
15 instructions to see if we need to wait until after spring. The GPS coordinates will need to be
16 done. Watson stated that the signs in Newport are in English and in Spanish.

17 18 **2014 Emergency Operation Plan Update**

19 Watson stated that he met with Bob Bennett to get his suggestions and has contacted
20 Home Land Security. There are companies that prepare the operations plans. Watson will
21 consult with Davies, since she has done this before.

22 23 **Volunteer Protocol Discussion**

24 Courtenay provided and elaborated on handouts on Strategy for Organizing "Spontaneous
25 Volunteers"; a handout from the OSU Workshop for Envisioning a Resilient Oregon Coast,
26 Strategies for Hazard Mitigation, Planning and Decision Making; and a Glossary was
27 circulated. Jackson stated that we can use the newsletter to advertise for volunteers and
28 who might have any special skills and will speak with Davies. Courtenay stated he is on the
29 Trails and will solicit their assistance. He would also like to get a residents email list to start
30 a conversation on emergency and volunteering.

31 32 **FEMA Cert**

33 McClung is a member of CERT. Betty Johntson was in charge of that group and had a hard
34 time getting volunteers. McClung created a website at www.yachatspw.com and it now has
35 links regarding emergency management information page. McClung showed a video
36 regarding the "Big One" article about the Pacific Northwest in the New Yorker.

37
38 Glenn thought that the Council could give permission to use customer email addresses.
39 Jackson stated that there are privacy restrictions and that we will need to use database
40 mailing information, not email and phone numbers.

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42 McClung passed out a hand out showing what level of NIMS (National Incident
43 Management System) each person will need in order to be certified, for FEMA purposes.

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45 Watson stated that staff/management will need to get certified and should prioritize getting it
46 done. There will need to be a file as to who is taking classes and what classes are needed
47 and completed.

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Other Business

Watson stated that the number of committee volunteers can be five or seven members for the committee, and believes the preference is seven. Jackson stated that Davis also thought seven was appropriate.

The meeting date going forward will be the first Thursday of each month at 3pm, starting November 2, 2017.

Comments from the Floor & Staff

None. Watson adjourned the meeting at 3:00 pm.

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| Bill Watson, Chair | Date |

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| Minutes prepared by Kimmie Jackson |