

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

3  
4 November 2, 2017

5  
6 Minutes  
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8 Bill Watson called the November 2, 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.

11 Staff Present: Rick McClung, Public Works Lead/WTP, and Kimmie Jackson, Clerk II.

12 Dave Buckwald, Public Works Lead/WWTP Max Glenn, Councilor were excused  
13

14 Public Comment – None  
15

16 Approved meeting minutes of November 2, 2017 with the name change on page 3. – Aye 6  
17

18 Watson mentioned that the attachments to the packet from Tracy Crews are helpful tools  
19 and information: Disaster Cache Planning, Disaster Medical Supply List and an overview  
20 areal of the emergency locations.  
21

22 **Container Inventory & Future needs**

23 Jackson stated Shelly Shrock now has a key to the south container and that other neighbors  
24 Heather Hoen and Mark Smith are also willing to take a key. The Shrock's want to put the  
25 key in an outside location of their home so that it may be accessible to others if they're not  
26 around in an emergency.  
27

28 Jackson is still looking to find a homeowner near the north container. Nixon stated we  
29 should be careful of the distribution of keys.  
30

31 Jackson stated that the doors are still an issue and she is unable to open without  
32 assistance. The quarterly inspections were just completed. Jackson & Kevin Kentta, Public  
33 Works have assessed the doors and believe that if possible we should remove one or both  
34 of the doors and frame in with New secure doors. If the ground shifts now, and/or the  
35 containers move, the doors may not open at all.  
36

37 McClung also stated the same issues with the doors. McClung and Davies will assess the  
38 doors.  
39

40 Jackson stated that the water filtration units have been pulled out of the containers and will  
41 be operated with anyone that wants to see how it works. McClung & Buckwald will send out  
42 an email for date and time.  
43

44 Watson has asked Jackson & Crews to work together to compile a list of food items that  
45 should be included for purchase in each container.  
46

47 Continued discussion on the assembly areas, we are not reducing the number of locations;  
48 there is not a lot of flat ground to take into consideration to change assembly locations.

1 Jackson stated another factor to consider is the walk up to the assembly areas and then on  
2 to the container, so as to get a realistic time frame of the time and effort it takes to reach  
3 said areas.

4  
5 Nixon thought the trails crew would have some interest in the trails that could lead up to the  
6 container area.

7  
8 Davies stated that the property purchased from Nixon could be a potential area to move the  
9 container location, Nixon agreed, but thought there should be continued discussion on  
10 logistics. The North location should also be reevaluated and have some discussion.

11  
12 There was continued discussion on the first 15 minutes of a tsunami emergency warning  
13 and what will actually happen. 10<sup>th</sup> Street towards Hanley is pretty high up the hill. Ocean  
14 levels will drop; therefore the wave will hopefully be that much lower.

15  
16 Courtenay provided information and a list of vendors that Salem uses to purchase  
17 emergency supplies

18  
19 Watson also contacted the Red Cross which has emergency supplies for purchase as well.

20  
21 Jackson also checked into some of the backpack and home emergency kits and asked  
22 coworkers if they would be interested in purchasing these items at the City if they were  
23 available. The average price would be about \$65.00 for a couple days supply of food & first  
24 aide items. The vacation rental companies might even be interested in putting them in each  
25 of their homes as a tool offered when signing up with the management companies. We can  
26 also offer an animal pack as well. We are proposing putting together an all in one pack to  
27 offer, Courtenay will assist with gathering the information along with Jackson and Davies.  
28 We need to encourage three days of self-sufficiency first.

### 29 30 **Tsunami Wayfinding Signage Grant Update**

31 McClung stated signage has arrived; has read the instructions and inspected the contents.  
32 It needs to be very dry weather to apply. Need the GPS coordinates and will have Watson  
33 forward the contact information for that.

### 34 35 **2014 Emergency Operation Plan Update**

36 Watson stated that he and Davies have a call in with a consulting firm who can help revise  
37 the plan for us. Davies stated that it shouldn't be more than a couple thousand dollars to  
38 update. Will get an estimate and forward to City Manager for approval.

### 39 40 **Volunteer Protocol Discussion**

41 Courtenay has approached some residents and asked about their preparedness. There is a  
42 sense of under preparedness. Also would like to plan contacting businesses to get them  
43 prepared, in turn to prepare their employees in case of a disaster or emergency. Would  
44 also like to explore other option for the volunteer assembly site be separate from survivor  
45 sites.

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Crews stated that Nehalem Bay has some information on their website that may be of interest for emergency preparedness and that they are light years ahead of what most other cities are doing.

## Other Business

Marc Courtenay was elected as the new Chairperson of the Committee. Watson agreed to co-chair for Courtenay when needed.

None. Watson adjourned the meeting at 4:17 pm.

Date \_\_\_\_\_

Minutes prepared by Kimmie Jackson