

Minutes of the
CANNON BEACH EMERGENCY PREPAREDNESS COMMITTEE
Tuesday, September 27, 2016
City Hall Council Chambers

Present: Chair Karolyn Adamson; Committee Members Paula Vetter , Les Wierson, Fire Chief Matt Benedict and Herb Florer

Excused: None

Staff: Police Chief Jason Schermerhorn, City Manager Brant Kucera and ACM/City Recorder Colleen Riggs

Other: Emergency Management Consultant Stacy Burr, Mayor Sam Steidel

CALL WORK SESSION TO ORDER

Chair Adamson called the meeting to order at 1:04pm.

(1) Discussion of Proposed Changes to the EPREP Committee

Chair Adamson said she and the City Manager met last week and came to terms. They agreed that in the new committee, the chair and vice chair can be elected as every other advisory committee does and the position could be held by either a citizen or a member of staff. She questioned whether the City Council liaison should be a voting member. Steidel said the liaison would vote on things with the Council. She agreed to leave this up to the committee. Other than that, she said she is agreeable with the proposed ordinance changes.

Discussion followed.

Benedict is thrilled that they got together because it shows they want to work together. He said he thinks we are all close to resolving the description.

Wierson thinks things have already been decided and he is not happy about it.

Vetter said she agrees with it as long as the chair / vice chair can be voted in by the group. Regarding the liaison, she said that person will inform the Council of EPREP concerns in greater depth.

Steidel said that in the strategic plan, a Councilor was assigned to the 5 different areas and he was assigned to emergency management. He spoke about being the council liaison on a 13 member committee regarding the Ecola Creek Forest Reserve. He said it had major problems because there were an even number of people on the committee unless he voted, so he suggested the council liaison should only vote in case of a tie in this new emergency management committee. Discussion followed about how the council liaison would be appointed in the future as the council changes. Florer said the EPREP as it is now is a citizen advisory position and this seems more like having a city staff person advising the council. This new committee is more of an emergency management group and he feels it is good, but it should not replace citizens. Kucera explained that the CERT, MRC and Fire Department members are not city staff, so in reality this committee would have more citizens on it than staff. Vetter said she is the CERT volunteer coordinator and she does not feel like she is city staff. She was surprised at the last meeting that people looked at her that way.

Wierson said this is like the FEMA incident command description. This essentially dissolves EPREP as we know it. This would be an action committee. He then explained his idea of how the EPREP committee should work. He said EPREP should just concentrate on keeping the public informed and not be a committee controlled by the city staff.

Steidel said the whole process of emergency preparedness has outgrown EPREP and they are not getting

rid of EPREP but rather absorbing EPREP. He said they could still create a subcommittee from this new group to provide education and citizen awareness. They could also create other subcommittees to address the different tasks. He said there is so much to do and it is necessary for all the stakeholders to be able to come together to coordinate the efforts. We are doing too many things from different angles; too many people deciding on the same things. This group decides the overarching work and then assigns the work to the group that would work on it whether it is planning, public works or whomever. This committee is the organizer, which is what we are missing. We cannot just focus on one task. Wierson said he thinks this committee has too broad a scope and things won't get done. Florer spoke about his concern of creating more committees and wanted to make sure the citizens can outvote the staff. Adamson thinks it is very important that citizens and staff work together.

Discussion followed.

Stacy Burr explained the difference between working group vs. committee. She said the integration between citizen responders (CERT, MRC) and the emergency command members implement the all phases of emergency management. She said there can be a pure citizen advisory committee with one city staff liaison. She explained that they could have both groups - EPREP citizen advisory only AND a working group, per FEMA. The committee discussed their ideas about whether to have 2 groups or one group. Kucera likes the 2 group idea. He feels that now people seem to be stepping on each other's feet. He likes the ordinance as it is, but he likes the 2 group idea. The working group would consist of representatives from CERT, MRC, the Vulnerable Population and Business plus the fire chief, police chief, public works director and city manager. Wierson said he would like the advisory committee to not have the top level department heads, but rather have the emergency management consultant as the liaison.

Adamson said we have another couple of options right now and could vote on it and/or give the consensus to the City Council. Florer said they could vote to recommend a couple of different options to present to the City Council. If we are leaving EPREP as is, he feels we should consider Matt Benedict's wording changes. He thinks the changes were crucial, EPREP recommends not directs. Adamson thinks the EPREP advisory committee ordinance could be rewritten. She would like to present it to the new City Council in January. She suggested to work on this until January until it is clarified.

More discussion. Kucera recommended that Burr be the chair of the emergency management team, if the committee decides to go with 2 groups.

Chair Adamson closed the work session and opened the regular meeting at 2:22 pm.

APPROVAL OF THE AGENDA

Motion: Wierson moved to approve the agenda; Florer seconded the motion.

Vote: Vetter, Wierson, Florer, Benedict and Adamson voted AYE; the vote was 5/0 in favor and the motion passed unanimously.

(1) Consideration of the Minutes of the Emergency Preparedness (EPREP) Committee Meeting of August 5, 2016 and the Work Session of August 24, 2016.

Motion: Wierson moved to accept the minutes; Florer seconded the motion.

Vote: Vetter, Florer, Wierson, Benedict and Adamson voted AYE; the vote was 5/0 and the motion passed.

The meeting adjourned at 2:27pm for 5 minutes. Back at 2:32pm.

DISCUSSION / ACTION ITEMS

(3) Committee Restructure

Chair Adamson asked for comments. Wierson said he wants another work session. It was agreed that if they were doing 2 groups (emergency management work group and the EPREP Committee re-worked) there would be no need to draft a new ordinance for the emergency management work group.

Adamson said they could make a motion to keep EPREP as an advisory group and they would begin defining the function of EPREP with input from Stacy Burr. Burr said preparedness is different to resiliency. Usually an EPREP committee works on preparedness events. Kucera said the promotion of the barrel program is a citizen function and would fit in with EPREP.

Adamson asked for a motion.

Motion: Florer moved to recommend to City Council to that the EPREP committee continue as described in the existing ordinance with consideration for modifications to be discussed at a later date. Wierson seconded.

Vote: Adamson, Florer, Wierson, Benedict and Vetter voted AYE. The motion passed 5/0.

Motion: Florer moved to support the City Manager proposal to create an emergency management working group; Benedict seconded.

Vote: Adamson, Florer, Wierson Benedict and Vetter voted AYE. The motion passed 5/0.

Steidel left the meeting.

(4) EPREP Budget

Brant explained the budget for the EPREP Committee.

Adams said that they have money to spend and that at the next meeting the committee should decide their role and then decide how to spend the money in the budget. Kucera pointed out that since the Race the Wave event has been cancelled by the OEM, \$1500 is now available.

(5) November 5, 2016 World Tsunami Awareness Day

Chair Adamson asked Stacy Burr to comment on what other cities are doing to observe this. Burr said other communities that normally host a preparedness fair each year are coordinating World Tsunami Awareness Day with they fairs. It was agreed that the month of November is iffy here as far as an outdoor event. Adamson suggested to perhaps develop a packet of handouts instead, or do a news release in the Daily Astorian and the Cannon Beach Gazette. Perhaps they should plan an opening of the containers to refresh the contents.

(6) CERT / MRC Report

Vetter said Florer is taking the CERT class and she thanked him. She said the CERT/MRC Meet and Greet will be on October 26th.

MRC held their psychological first aid class.

2:57pm Chief Schermerhorn had to leave the meeting.

(7) Good of the Order

Burr said she has a 45 minute slide presentation regarding what the city is doing and she would like to present it in October. Adamson would like to arrange a work session? October 28th is the next meeting. It will be at 9am on Friday October 28th to allow time to see the presentation.

PUBLIC COMMENT

Jan Seibert-Wahrmund (in the audience) suggested there should be one ERPEP person on the working group and the working group should be a public meeting, not a staff meeting. Adamson thanked her for her input.

Jenee Pearce-Mushen (in the audience) spoke about ordering back packs. She announced the next evacuation walk is Oct 24th and it will be in the ER-4 part of town. She thanked staff for attending the walk on Monday and said four residents also participated.

Pearce-Mushen said she would like to recommend that if people go on a minimum of 2 walks and 1 by themselves and they could purchase a t-shirt from the City. The City had purchased t-shirts for the staff who participated in last year's Race the Wave, and the city is prepared to order more of the same type of shirt for sale to the public. She said she saw it as an incentive to get people versed in the different evacuation walks and be leaders. It would promote awareness as people saw them wearing the shirts. She thanked Wierson for helping her organize the walks and for identify things that need to be changed/ improved. Adamson asked how Pearce-Mushen's work meshes with EPREP. Wierson said she and he write reports to Public Works to identify areas that need new signs. Pearce-Mushen said ex Councilor Nancy Giasson started the walks and when she left no one took over. She was asked by the church to take over and she asked the City Manager at that time if she could do it and he gave her permission. She is doing this as a community service. Benedict said this is a good example of the committee having an idea and having a volunteer do the work. Kucera said there is no system in place now to have volunteers disseminate information and recommend products (such as the back pack and t-shirts). He believes this should come to the committee first. Vetter said she highly recommends the back pack Pearce-Mushen has recommended. Pearce-Mushen's said the backpack is actually one of the ones that was approved by the City a few years ago.

ADJOURNMENT

Chair Adamson adjourned the meeting at 3:13pm.

Colleen Riggs, ACM/City Recorder