

1 Depoe Bay City Council
2 Workshop Meeting
3 Thursday, October 15, 2009 – 4:00 PM
4 Depoe Bay City Hall

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7 PRESENT: Mayor J. White, P. Cameron, D. Davilla B. Leff, D. Zimmerman (arr 4:33)

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9 ABSENT: C. Connors, J. Brown

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11 STAFF: City Field Superintendent T. Owings, Recording Secretary E. LuMaye

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14 I. CALL MEETING TO ORDER AND ESTABLISH A QUORUM

15 President Davilla called the meeting to order and established a quorum at 4:01 PM.

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17 II. REVIEW OF EMERGENCY OPERATIONS PLAN

18 Mayor White turned the meeting over to President Davilla and Councilor Leff. Lt. Curtis Landers of the
19 Lincoln County Sheriff's Office was asked for a summary of the recent tsunami advisory events; he said
20 that having a HAM radio operator for getting information out was essential. The City's handheld radios
21 were discussed. They were recently used during the Salmon Bake, and even after two days' of charging
22 prior to the event, they didn't last for the duration. Fire Chief Josh Williams was asked about the Fire
23 Department's radios; while they have channels that overlap with the channels the City uses, these radios
24 cost \$600 apiece. There was further discussion regarding how many additional or replacement radios the
25 City might need in an emergency; it was the consensus that only a couple of people would be in the field
26 at a time. There was also discussion regarding Council position numbers (Mayor=White,
27 #1=Zimmerman, #2=Cameron, #3=Connors, #4=Leff, #5=Davilla, #6=Brown) as relates to emergency
28 functions, and whether the functions should be static or flexible. It was the general consensus that
29 functions should match the people best able to perform them. It was noted that emergencies and
30 disasters are two different things. Lt. Landers advised that the amount of security necessary would
31 depend on the disaster. The potential amount of food stores available was considered, with mention of
32 the fact that tourists would have no food supplies. It was noted that an officer might be sent around to
33 collect and redistribute people's food supplies; but Chief Williams advised that the City should not take
34 responsibility for maintaining an emergency food supply. It was also noted that the medical clinic has
35 been trained for emergencies, and is prepared to care for the acutely-ill, but the general public will not
36 be admitted. A suggestion was made to create an emergency road over the south Depoe Bay Creek, by
37 piling rock in it. It is important to education residents to understand what may be asked of them. Chief
38 Williams said everyone's first priority is to ensure the safety of their family before trying to help anyone
39 else. He also suggested the City maintain food and water supplies to take care of on-site staff and
40 emergency personnel and their families. People are encouraged to stock emergency food supplies. John
41 O'Brien, former Emergency Preparedness Committee Chairman, opined that the City's primary
42 responsibility is to repair the infrastructure. A Councilor suggested mounting a relatively-inexpensive
43 on-going education campaign; the general consensus was that this was very important and that each
44 person needs to take responsibility for themselves. Owings noted that the City has a portable emergency
45 generator that can be shared with the Coast Guard and the Fire Department in an emergency or disaster.
46 Chief Williams said the Fire Department is still interested in partnering with the City on emergency

1 access to the fuel facility; transfer switches are still needed for the portable generator and the Fire
2 Department doesn't expect funding until November. Chief Williams also offered to conduct basic radio
3 training. It was noted that a chain of command needs to be set up. Lt. Landers asked how many City
4 staff/officials have taken ICS (Incident Command System) 100 & 200 training; there have been two. Mr.
5 O'Brien noted that the Emergency Preparedness Committee recommended the Mayor make unilateral
6 decisions without approval of the Council; the City Charter was briefly searched for limitations on this
7 and nothing was noted. An audience member noted that Michael Dane is a HAM operator who has
8 volunteered to help. A Councilor requested a list be created that includes names, cell phone numbers,
9 and email addresses, to include appropriate City Staff and Officials, Coast Guard, Fire Department,
10 Northwest Natural Gas, and PUD; and that the list be put downstairs by the radios.

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12 Mayor White wanted these items addressed: 1) Owings to look into getting new radios and testing
13 batteries of old radios. 2) Start working on communications with the Sheriff's Department. Do
14 communications exercise with the Sheriff's Department, Coast Guard, Fire Department, and City. 3)
15 Prepare document that informs community what their responsibilities are and what the City can and
16 can't do. Leff offered to do this. 4) Owings was directed to work on plans for the emergency road at
17 south Depoe Bay Creek. 5) Transfer switches need to be installed at City Hall and the Fuel Station. 6)
18 Terry Wideman will develop plan to get information to neighborhood watches. 7) John O'Brien will
19 start a plan for fixing the infrastructure. 8) Designate operations team functions (assign Councilors to
20 specific "function positions") at the next emergency preparedness workshop.

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22 There was additional discussion regarding the current Emergency Operations Plan addressing the chain
23 of command, and there was concern that it be in writing that the Mayor has authority to act when
24 necessary. There was also brief discussion about sirens and their cost. Davilla will set up a Council field
25 trip to the various City facilities so Councilors can become familiar with the facility layouts. Leff will
26 review the City Charter to ensure there is no limitation to the Mayor's authority in an emergency.
27 Reverse 9-1-1 was discussed briefly; Lt. Landers said not to rely on it as it's just a tool; Chief Williams
28 said you can register your cell phone or internet-based phone online with LinComm. It was decided to
29 schedule the next emergency preparedness workshop at the October 20 Council meeting, when the full
30 Council is present, to ensure that everyone is able to participate.

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32 III. ADJOURN

33 There being no further business, the meeting was adjourned at 5:20 PM.

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Debbie Davilla, Council President