

1 Depoe Bay City Council
2 Workshop Meeting
3 Thursday, November 17, 2009 – 6:00 PM
4 Depoe Bay City Hall

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7 PRESENT: Mayor J. White, C. Connors, D. Davilla B. Leff, J. Brown, D. Zimmerman

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9 ABSENT: P. Cameron

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11 STAFF: City Field Superintendent T. Owings, City Recorder P. Murray, Recording Secretary
12 E. LuMaye

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15 I. CALL MEETING TO ORDER AND ESTABLISH A QUORUM

16 Mayor White called the meeting to order and established a quorum at 6:00 PM.

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18 II. REVIEW OF EMERGENCY OPERATIONS PLAN

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- Communication

20 Owings said he asked Michael Dane to attend the meeting; Mr. Dane was in the audience. Owings
21 reviewed his memo dated 11/17/09, in which he provided updates on his directives from the previous
22 meeting: radio testing, and creation of an emergency road at South Depoe Bay Creek (see copy of memo
23 attached to original of these minutes). Owings noted that there could be a problem accessing the sections
24 to create the emergency road if the bridge was out and the backhoe was on the wrong side of the creek;
25 Brady Weidner, also in the audience, responded that the sections are relatively lightweight as they are
26 made of poly, and they could be put in place by a group of men.

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- Designate Operations Team Functions

29 Owings reviewed his draft Emergency Operations Team (EOT) listing of positions with proposed
30 personnel assignments. He noted there will need to be a temporary substitute for Cameron, who is out
31 with an injury. Brown offered to be a backup for Mr. Dane. Leff said the fire department's duty officer
32 can be available; she also suggested that only one fire department position needs to be on the EOT. A
33 suggestion was made to contact Depoe Bay's medical clinic to see if they will assign a representative to
34 the EOT; it was recalled that Jennifer from the clinic had attended a prior emergency preparedness
35 meeting. It was noted that the EOT list of cell phone and email contact information is not to be
36 published, and is only for distribution to team members. A suggestion was made to put Lt. Landers'
37 name in as the Law Enforcement Representative, but it was also noted that the duty officer may be the
38 one who shows up in an emergency. City employee Dan Arnold was added as the Red Cross
39 Representative. Owings will contact NW Natural Gas to get a representative for that position. New
40 positions were added to the list for CenturyTel and for a minister. Owings noted that he has contact
41 information on additional regional personnel from the emergency meeting he and Davilla attended a few
42 months ago. A suggestion was made to talk to Red Cross about providing mental health services, and it
43 was noted that the minister could also provide counseling services.

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1 Mr. Dane was asked to come to the podium. He suggested searching the local community for law
2 enforcement, fire, and medical personnel to be on the EOT. He works with Lincoln County
3 Communications RATS (Radio Auxiliary Telecommunication Specialists) and RACES (Radio Amateur
4 Civilian Emergency Services). He described the radio equipment and capabilities he has. He suggested
5 the City install a fixed antenna (around \$100 for UHF/VHF) on the roof of City Hall, with racked
6 equipment that can be moved to a mobile unit if City Hall needs to be evacuated, and a mobile unit such
7 as a trailer or mobile home. He said it would cost around \$1,200 to install a full system which would
8 include one radio, two antennas, coaxial cable to feed the antennas, a power supply, TNC to connect
9 radios to a computer to send digital information, and battery backup power. This would be very similar
10 to the system he has set up, which can run both voice and digital at full power for three days. He said
11 that Depoe Bay is in a unique spot because emergency teams as far North as Road's End and as far
12 South as Yachats can hear Depoe Bay traffic without the need to go through a repeater. He also offered
13 to train people in Depoe Bay to use the radio equipment. He also said his own system is available if the
14 City needed to use it. Brown said he also has a system set up that the City could use. Dane said that
15 people can register to receive reverse 911 emergency advisories from LinComm through
16 www.nexle.com. He also suggested contacting the Coast Guard regarding use of AM Channel 1610 for
17 broadcasting emergency information during an emergency; Owings will follow up on this. A suggestion
18 was also made to develop brochures or handouts to let people know about Channel 1610. Dane stressed
19 the benefits of getting the community involved – people looking after people.

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21 With the Council's authorization, the Mayor asked Owings, Weidner, and Brown to price a radio system.
22 A Councilor offered that it might be possible to find someone to donate a vehicle to use as a mobile unit.
23 A mobile unit could also stock certain emergency supplies such as blankets and water.

24
25 Jim Hawley, retired Lincoln County Emergency Services Manager, is still involved and is the team
26 leader for North County RATS. Dane said he is on special assignment from RATS/RACES and could be
27 called out to another area. He would like to have his assignment changed to Emergency Operations
28 Center Depoe Bay. This can be accomplished by contacting Lt. Landers. Murray was tasked with making
29 written or phone contact with Lt. Landers.

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31 Subjects for discussion at the next meeting include setting up a phone tree, and scheduling a field trip to
32 tour City facilities. The next meeting was scheduled for January 5, 2010.

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34 III. ADJOURN

35 There being no further business, the meeting was adjourned at 6:58 PM.

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James White, Mayor

44 Emma "Fox" LuMaye, Recording Secretary