

1 Depoe Bay City Council  
2 Workshop Meeting  
3 Tuesday, March 16, 2010 – 6:00 PM  
4 Depoe Bay City Hall  
5  
6

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

8  
9 ABSENT: D. Davilla

10  
11 STAFF: City Recorder P. Murray, Recording Secretary E. LuMaye  
12

13 I. CALL MEETING TO ORDER AND ESTABLISH A QUORUM

14 Mayor White called the meeting to order and established a quorum at 6:00 PM.  
15

16 II. REVIEW OF EMERGENCY OPERATIONS PLAN

17 Murray reported Michael Dane has purchased all the radio equipment and is within budget. The  
18 equipment will be picked up next week. Mayor White asked about the status of finding a van to  
19 house the equipment; Murray said Owings has been looking at a trailer in Salem.  
20

21 Mayor White noted the Northwest Management Corporation in Lincoln County has printed a  
22 Community Wildfire Protection Plan. One is available for review at the City Hall counter; it can also  
23 be viewed at [www.consulting-foresters.com](http://www.consulting-foresters.com), and the Fire Department has a copy.  
24

25 A Councilor noted the fire district is ready and available whenever the City is, to provide training on  
26 radio equipment and Incident Command Structure (ICS).  
27

28 ● COOP – The Next Steps

29 Murray explained what the COOP (Continuation Of Operations Plan) program is, and said that the  
30 training process is expected to take 6-8 months. She reviewed a handout on COOP (copy attached  
31 to original of these minutes). There are 19 sections of the plan that will need to be addressed.  
32 Eventually there will be a tabletop exercise. Every Councilor and Staff member will need to be  
33 trained on the plan. Murray is designated as the Primary COOP Planner, because she is the only  
34 one who attended the training seminar. Connors volunteered to serve on the COOP team in the  
35 Executive Management position, and Leff volunteered to serve as her alternate. Owings will be a  
36 COOP Team Member, and as few as two or as many as all Councilors can also serve as COOP Team  
37 Members. The team needs to meet to start compiling the required information for the plan.  
38

39 Leff said she is ready with the education materials for the Emergency Operations Plan as soon as  
40 the plan is ready for it.  
41

42 John O'Brien wondered what guidance we will give citizens. Murray said there will be a written  
43 plan, and it will be ongoing education to keep new people informed. O'Brien also suggested to run  
44 a tabletop exercise without COOP to get an idea of what areas need to be worked on, and offered  
45 to contact Jim Hawley to see if he would be willing to set it up, tentatively in about two months'  
46 time.  
47

48 Leff announced that April 3 is the annual Fire District Volunteer Recognition Dinner. This year it will  
49 be at Eden Hall. She also said that the Fire District got a compliment from ODOT on their  
50 performance during the recent bad accident on Cape Foulweather.  
51

52 Betty Taunton was present and asked if there'd been any talk about sirens. Discussion included the  
53 cost of installation and maintenance for sirens, and the fact that they don't always work. Taunton

1 noted that fire engines have sirens, as well as the Coast Guard in the harbor. It was also noted  
2 that the old fire department building had a siren. Most neighboring cities and towns along the coast  
3 have sirens, and she felt we should be likewise equipped.

4

5 III. ADJOURN

6 There being no further business, the meeting was adjourned at 6:37 PM.

7

8

9

10

11

12

13

14

15 \_\_\_\_\_  
Emma LuMaye, Recording Secretary

\_\_\_\_\_  
James White, Mayor