

CITY OF MEDINA
EMERGENCY PREPAREDNESS COMMITTEE MEETING (Virtual)

January 12, 2022,
4:00 P.M

Medina City Hall Chambers
501 Evergreen Point Road
Medina, WA 98039

CALL TO ORDER

Chair Rosalie Gann, called the Emergency Preparedness Committee Meeting to order at 4:00 p.m.

ROLL CALL

Leadership Team: Chair Rosalie Gann, Dr. Doug Dicharry, Cy Humphries
City Staff: Interim City Manager, Steve Burns, Interim Police Chief, Jeff Sass,
Interim Police Captain, Austin Gidlof, Police Admin, Sunita Hall

ANNOUNCEMENTS

Chair Gann welcomed attendees to the meeting and outlined the meeting's agenda. Interim City Manager, Steve Burns updated the Committee on recent staff changes. Burns reported that the City Council had approved his appointment as Interim City Manager (following Michael Sauerwein's appointment to the City of Snoqualmie). And Jeff Sass and Austin Gidlof had moved into the roles of Interim Chief and Interim Captain, respectively.

Interim City Manager, Burns, gave the City's perspective on COVID-19 explaining that while the County had seen an increase in positive cases, there had been a minimal level of staff affected. City Hall, however, would remain closed to the public until further guidance was issued. Staff members continue to work in the office.

Interim Police Captain, Gidlof, briefed the Committee on the recent snowstorm activity and challenges. Gidlof reported that the event provided a real-life example of when preparation and communication are key – something that both the Police Department and Committee had been raising awareness of in recent years. He explained that while social media had been used effectively to update the community, the number of people signed up for alerts continued to be at the same level over the past few years. He stated that they would be looking at innovative ways to engage the community and encourage take-up of the City's communication E-lert system. Doug Dicharry thanked Captain Gidlof for participating in the weekly radio check-ins.

Interim City Manager, Burns, briefed the committee on the role of the King County Zone 1 Coordinator; Nathan Bradshaw had recently taken over from Mike Ryan and was responsible for connecting resources to communities (for the East King County Cities) as well as coordinating resources, identifying needs in communities, developing Comprehensive Emergency Plans. And Nathan would be attending a future meeting.

APPROVAL OF MINUTES

Motion to approve October 13, 2021, Meeting Minutes moved by Cy Humphries, second Doug Dicharry. The October 13, 2021, Emergency Preparedness Meeting Minutes were approved as written.

MEDINA RADIO GROUP COMMUNICATIONS

Doug Dicharry and Cy Humphries situated in the Emergency Operations Center (EOC) at City Hall, gave a presentation on the purpose and mechanics of the EOC. Doug walked through both local and regional scenarios to describe how an emergency is declared and the steps that are activated as a result. He outlined the roles of the City Manager as Incident Commander and the Police Chief as Director of Operations and explained how the EOC acts as a communications hub- particularly relevant also when all forms of communication are down.

Cy Humphries explained the purpose of the Medina radio group, weekly check-ins and how they prove vital in providing reliable means for communication. He explained the mechanics and components of the radios, receivers, and antennae. Humphries thanked Don from the Bellevue Radio group for attending and for being an integral part in local and regional events.

A short discussion ensued and Dicharry and Humphries responded to questions.

Chair Gann thanked Dicharry and Humphries for their presentation, their dedication and expertise. She mentioned also that Cy helped other cities to set up their EOCs

EMERGENCY KITS – GO BAGS

Doug Dicharry showed attendees the contents of his Emergency Kit. This included a wide range of items such as dental floss (multiple uses), crib sheets, ID cards, towel, compass, rubber bands and writing material.

E LERTS

Sunita Hall demonstrated the process of signing up for E lerts on the City's website.

GOALS FOR 2022

Chair Gann reaffirmed the goals for 2022 – Communication, Educate and Engage. She mentioned the importance of aligning the committees work to these goals. Gann invited attendees to the challenge of trying to enlist at least one person to sign up for E lerts. Interim Police Chief Sass explained how communication was always cited as the number one requirement in managing a critical event.

Doug Dicharry asked whether it was possible to identify new residents to the area with a view to providing them information on emergency preparedness. Mayor Rossman suggested having a welcome pack for new residents that gave essential information as well as emergency preparedness information and details for signing up to the City's E-leret scheme as well as information on other services.

Chair Gann spoke about having a presence at City events, such as Shredder Day (scheduled April 23rd) and Medina Days. Doug Dicharry recommended the book "Joplin Pays it Forward" which follows the story of Joplin's resilience and recovery told from different perspectives.

Rob Kilmer, Deputy Building Official said it would be useful to share information on building structure safety particularly with respect to earthquakes.

Chair Gann closed the meeting at 5:30 p.m.

Minutes taken by:

Sunita Hall

Next Meeting April 13th, 2022