

**Emergency Preparedness Committee  
February 28, 2018**

Present: Patrick McGilvary, Heather Cissna, Sue McCullough  
Absent: , Marilyn Tucker

Minutes

Following up on recommendations to Board of Trustees

<b>Put in place the following policies and procedures</b>			
	<b>What/How/Where</b>	<b>When</b>	<b>Who</b>
Create an emergency plan for the Fishhawk Lake Community, one that recognizes that this community will potentially be quite isolated for many days, or more likely, weeks, before professional help will be available.	<b>Communication</b> 1. Set Walkie-Talkies to same channel. 2. Water plant has weather monitoring system via the Internet and has a large generator so may be the best command center. Would have to clear out one or more of the storage barns. Check on feasibility of this. 3. Update: Generator is not connected to the water plant. Patrick knows of a 750 watt generator that is available for \$700.	<b>April 6</b>	<b>MT, PM</b>  <b>MT, PM</b>
	<b>Transportation</b> See if there are ATVs that could be used for emergency exit through the woods.	<b>April 6</b>	<b>PM</b>
	<b>Public Health</b> 1, See if Fire house on Northshore is a potential shelter and gathering place. There's a propane tank there so there could be heat.		<b>PM</b>
	<b>Utilities</b>		

	1, Check on amount of fuel available (propane and gas) at the water plant to keep generator running.		
Conduct a Mapping Your Community exercise with members to identify resources, such as equipment, fuel, food, water, and housing, specific vulnerable populations such as those with medical, assistance or transportation needs and pets.	<p>Create and distribute online survey via email and web site to learn:</p> <ol style="list-style-type: none"> <li>1. FT/PT</li> <li>2. Heating fuel type (wood stove, electric, propane, solar, wind</li> <li>3. Skills to share, e.g. medical, elder care, search &amp; rescue, crisis counseling, plumber, carpenter, electrician, fire fighting, elder or child care, coordinating &amp; organizing, licensed ham radio operator.</li> <li>4. Food accessibility, e.g. water, non-perishable goods</li> <li>5. Emergency equipment to share, e.g. generator, fire extinguisher, AM/FM/NOAA hand cranked radio, rain collection system, water purification, medical supplies/First Aid kit, solar battery/cell chargers, solar flashlight, chain saw, ladder, camp stove, crow bar, walkie-talkie, strong rope, ATV</li> <li>6. Special needs, e.g. oxygen, insulin, wheelchair, disability</li> </ol> <p>Hold a community meeting Memorial Day weekend to inform members about emergency preparedness plans and to collect missing information for the community mapping data.</p>	<p><b>Feb, 2, 2018</b></p> <p><b>Survey done. Distribute April 15 via FB Folks page &amp; FLRC Web site.</b></p> <p><b>May 26, 2018</b></p>	<p><b>HC &amp; SM</b></p> <p><b>SM, PM, MT, HC</b></p>
Create an Incident Management Team and name an Incident Commander.	<p>Marilyn Tucker, Lake Manager, could be incident Commander. Other possibilities for the Incident Management Team are listed below.</p> <p>Other potential IC Team members that live in different parts of the lake: Dave Stratford, Randy Taylor, Mark McDonald, Mike Johnson, Heather Cissna, Patrick Mcgilvary, Sue McCullough. All need to go through training with the fire department.</p>	<b>April 6, 2018</b>	<b>HC will call fire dept to see about holding Incident Mgmt training here at the</b>

	<p>Jim is Physical plant director &amp; member of the Incident Management team to handle physical property issues.</p> <p>After community mapping data is collected, better information will be available on potential neighborhood coordinators and IC team members.</p>		<p><b>lake for the IC team.</b></p> <p><b>PM will ask these folks to participate.</b></p>
Obtain emergency equipment including a generator, ham radio, satellite phone, weather cam, AED device, and emergency medical supplies.	<ol style="list-style-type: none"> <li>1. Buy 6 walkie-talkies for IC Team</li> <li>2. Check on cost for Bgan satellite phone.</li> <li>3. There is an AED in the fire house on Northshore but must be certified to use it. Check on who in the fire department is trained to use it and how it could be accessed in an emergency.</li> <li>4. Buy dual fuel gasoline/propane generator for the office.</li> </ol>	April 6, 2018	PM PM PM
Establish a Preparedness Committee to provide ongoing information, training, updating and support for the emergency plan.	The Incident Management Team should constitute this permanent committee. Who creates and appoints this committee? Marilyn? Board?	April 6, 2018	MT
Designate individuals to obtain CERT training, CPR and First Aid training, and licensed Ham Radio operator training.	Call the Red Cross to set up training here at the lake.		SMP
Schedule regular drills to practice the emergency plan.			MT & IC Team

Communicate the importance of the emergency plan regularly with members through the web site, welcome packet, training opportunities, practice exercises, and meetings.	Post information on FLFolks and FLRC web site. Contact Forest Service for maps. (Cost is \$8 each). HC will frame a Forest Service map to hang in the community center.	April 6, 2018	SM
	Communicate with neighbors along Fishhawk Road about what we are doing for emergency preparedness here at the lake.	May 1, 2018	HC/PM

Next meeting is Friday, April 6, 10 a.m. at Patrick and Heather's home.