

Emergency Preparedness Committee  
May 3, 2018

Minutes

Present: Heather Cissna, Mike Johnson, Sue McCullough

1. Checklist Check-in
  - a. Jim is following up on getting the walkie-talkies and generator for the office. Generator is coming from maintenance budget. Walkie-talkies from EP budget.
  - b. We also need to stockpile batteries for the walkie-talkies.
  - c. 1 ATV has been identified through the online survey
  - d. Asking Marilyn to send a follow-up email blast about the survey and the May 26 meeting the week before the event.
  - e. Mark MacDonald is a licensed ham radio operator. Mike will work with fire department and Mark to get the radio offered free by the fire department set up at the lake. It may need an antenna.
  - f. Mike will set up the ICT after the May 26 meeting when we know who the community volunteers are from each neighborhood quadrant.
  - g. Board approved an Emergency Preparedness Charter committee. This committee will work with Marilyn to create the Charter.
2. Plan for meeting on May 26
  - a. Fire Dept. needs volunteers from Fishhawk Lake that will allow us to:
    - i. Open the fire house next to the dam in an emergency
    - ii. Be trained and certified on the AED
    - iii. Be trained and certified in First Aid
  - b. Heather will make the table signs for May 26 meeting
  - c. Be there by 9:30 a.m. to set up as there is a 9 a.m. Fire Wise meeting at 9 a.m.
  - d. Discussed handouts and plan for the meeting.
3. Communication plan
  - a. How to keep the survey contact and community mapping information up to date at least once a year?
    - i. Put questionnaire into dues statement
    - ii. Email blast
    - iii. Put questionnaire in Community Packet that goes to new members
    - iv. Put a link on the private member's only web page
4. Incident Command Training free online courses (Just a sampling)
  - a. FEMA Emergency Management Institute online courses
    - i. IS-100.B Introduction to Incident Command System, ICS-100 (3 hours)
    - ii. IS-700.A: National Incident Management System (NIMS) An Introduction (3 hours)
    - iii. IS-325: Earthquake Basics: Science, Risk, and Mitigation (1 hour)
    - iv. IS-315: CERT Supplemental Training: The Incident Command System (3 hours)

- v. IS-42: Social Media in Emergency Management (3 hours)
  - vi. IS-11: Animals in Disasters: Community Planning (4 hours)
- b. Who, When
  - i. Mike and Sue are planning to take the first two courses soon.
  - ii. Mike is researching getting certified.
- 5. Online Survey responses report
  - a. As of May 1, we had 52 responses to the online survey.
  - b. Sue is analyzing the information and putting it into a spreadsheet to share with Marilyn and Mike.
- 6. Other?
  - a. Apply to Weyerhaeuser for a key to the locked gates for use in an emergency. There is an online application.
  - b. IC Mike is setting up a meeting with the Fire Chief to:
    - i. Mention May 26 community meeting inventory member skills/supplies etc.
    - ii. Verify availability of Ham radio and cost to install antenna
    - iii. Discuss key to logging road gate at end Fishhawk Lake Road
    - iv. Discuss AED training using Fire House unit
    - v. Discuss loss of Lake primary Volunteer (Gene Kleen)
  - c. IC Mike plans to:
    - i. Set up neighbor incident block coordinators meeting after May 26
    - ii. Recon (walk, ride, drive) Fishhawk Lake Road to HWY 47
    - iii. Verify Mark MacDonald as Ham Radio operator
    - iv. Find alternate ham radio operator
    - v. Verify status of walkie - talkies (Jim)
    - vi. Set up first aid training for Neighborhood coordinators (instructor?)
    - vii. Buy supply of Nitrial Gloves
      - 1. Amazon 100 pack \$9.47 - \$10.18 depending on size small - X