

CITY OF PORT ORFORD
REGULAR MEETING OF THE EMERGENCY RESPONSE COMMISSION
Wednesday 31st January 2024 AT 5:30 pm
At the city hall meeting room

AGENDA

- Report on who is approved to the commission.
- Dick and Carrol introduce themselves and their background.
- Drawing of names for all 7 positions.
 - o See attached.
- Elect chairman and vice chairman
- Discussions
 - o The function of the commission
 - o Mission of the commission
 - o Objective of the commission
 - o Discuss contact with the county for:
 - Mutual agreement of understanding.
 - Cert training.
 - Status of medical supplies.
 - o Discussion of previous accomplishments
 - o Discussion of projects of current projects
 - New containers and location
 - Community information and Facebook
 - o What size of event will the relief effort be activated?
 - Threshold?
 - o Signage for a disaster route.
 - Propose requesting purchase approval from council vote.
 - o Discuss organizing cleanup party, this late spring for new container.
 - Volunteer register.

If there's time to cover these last items

- information
 - o Emergency supplies?
 - More supplies coming from county medical.
 - Rations how many and status?
 - Medical Aid
 - o Containers
 - School container
 - Status
 - Fire station container
 - Status
 - Jackson St. plans.
 - City council approved 9th and Jefferson container

- Need work party to clear area
 - Future work after clearing contact Wayne Moore, for bid on leveling and gravel.
 - What information can we provide for the community
- Discussion of budget and percentages that we want to allocate for projects.
- Supplies that we want to purchase this year.
 - Container.
 - Gravel (1 truck)
 - Clearing
 - Lock and protector.
 - Signage
 - Signs
 - post
- Ask for discussion topics for the next meeting.
- COMMUNITY CONCERNS AND FEEDBACK
- ADJOURN
- **Notes:**

Task 1

Build your home inventory

Follow these easy steps to get started:

- **Step 1: Take photos of each room in your home.** Pay close attention to what's on walls, in closets, and don't forget storage spaces.
- **Step 2: Write a brief description of each item.** Note the make, model, price, and other details that might help when filing a claim.

Tip: Try to group similar items together when taking pictures.

Save time with the Home Inventory Apps!

Mobile apps can make creating your home inventory easier. Download mobile apps to start building your personal property list.

Task 2

Make copies of financial documents

Gather important financial documents together:

- Passports, social security cards, birth certificates
- Bank and loan documents
- Insurance policies
- Titles
- Tax returns
- Will and power of attorney
- Pet records

Once all documents are collected, make copies or scan them to your computer. Store them on a flash drive, in the cloud, or in one folder. Store them off-site, or put them with your go-bag.

Tip: Use our [disaster preparedness checklist](#) to organize your documents

Task 3

Review your insurance coverage

Take time at least once a year to review your insurance coverage. Meet with your insurance agent and make sure you have the right coverage in place to meet your needs.

- Discuss any upgrades or changes made to the home
- Confirm your deductibles and policy limits
- Make sure all the information is still accurate

Not sure where to start?

Call our consumer advocates at 888-877-4894 (toll-free), or email dfr.insurancehelp@dcbsoregon.gov.

2.10.040 Terms; vacancies At its first meeting the Commission shall choose the terms of office of said all seven members, whether present or not, by lot as follows: The names shall be placed on strips of paper and the strips placed in a hat. The first name drawn will be position One. The second name drawn shall be position two. And so on. Position One shall serve for one year; Position Two for two years; Position Three for three years; and so on until all positions are given a term of years. Council Liaison shall immediately thereafter notify the mayor and city council, in writing, of such allotment. At the expiration of the initial terms of each member, the successor to the vacancy shall hold office for four years, so that the terms are staggered, with at least one position being subject to reappointment each year thereafter. Any vacancy shall be filled by the mayor subject to approval by the Common Council for the unexpired portion of that term.

2.10.050 Election of chairman and vice-chairman The Commission, at its first meeting, shall elect a chairman and vice-chairman from their members, and said chairman and vice-chairman shall hold office during the pleasure of the commission.