

PORT ORFORD EMERGENCY PREPAREDNESS COMMISSION
MARCH 28, 2024 MEETING

1. Meeting called to order at 5:30pm. Commissioners present where:

Carol Lawton, Dick Miller, Mari Lochhaas, Harry Bryant and Gary Burns

2. Commission unanimously approved the February meeting minutes

3. No comments from the public

4. New Business

A. The chairperson was reassigned to Carol Lawton

B. Member term limits are as follows:

- Dick Miller 4 years
- Carol Lawton 1 year
- Harry Bryant 2 years
- Gary Burns 3 years
- Mari Lochhass 2 years
- Jim Howe 1 year
- Position 7 2 years

C. The mission statement was presented by Carol Lawton as follows:

“To inform and educate residents of the Port Orford Community to prepare and respond to any emergency that may include a wildfire, earthquake or tsunami and to provide guidance and support to the City of Port Orford in planning for and responding to such emergencies. “

- The EPC voted unanimously in favor for sending this mission statement to the Port Orford City Council for adoption.

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D. Goals and Objectives - Carol, Dick and Gary came up with a list of goals and objective that were discussed. In addition the Commission agreed to add 9. Pursuing grants and 10. Creating an Incident Command System.

The Commission voted unanimously to approve and send the attached Goals and Objectives of the PO Emergency Preparedness Commission to the PO City Council to approve. There was a discussion about asking the

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Council exactly what it wants out of the EPC. Gary will create a report to be in the next City Council packet for discussion. Hopefully the Council will review our Goals and Objectives and give input at that time to help direct the Commission.

E. Creating a budget committee was discussed. We felt we needed to get a feel if there was going to be any city money available to the EPC. When we find that out we can prioritize items to be budgeted.

F. Mari Lochhaas had found a pamphlet called "Are you ready?" as a handout at the Langlois Library. The pamphlet appears to have been created by the Coos County Emergency Management and the Coos County Sheriff's Office. Gary will look into us getting a number of these to be offered to our Community. Gary will report at the next meeting.

G. Mari brought up that we should post on facebook that it's Mitigation of Fire Hazards Month in our Community. We should promote that CRT is having their free brush week May 7th - 11th. Curb side pick up is May 16th. Gary will find out what curbside entails and add it to the facebook posts.

5. Old Business

A. Discussion of current projects

1. Signage - John Isadore approved the installation of Tsunami signs on our Stop Sign posts. Jim is getting a price quote on signs. The Commission will determine the location of signs and work on the installing if the City Council approves money to purchase signs. The EPC will present a proposal to the Council when prices are available.
2. Containers - The Commission discussed purchasing containers. It was discussed that outside resources will need to be looked into to acquire containers. The City probably won't be able to spend money on them.
3. Emergency Preparedness Plan - The Commission discussed creating a committee to go over the Jim Howe's plan and wrap it up to present to the EPC for approval to send it to the Council to approve.

B. Gary still hasn't been able to get in touch with Ashley Thien, the County Emergency Response Coordinator. Hopefully Gary will be able to schedule a meeting sometime soon with Ashley so

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that POEPC can start working together with the County.

C. Cert Training - Ruth Dixon has not rescheduled a CERT training in Port Orford. Gary will keep pursuing a new date.

Public Considerations - Diane Hosford expressed an interest in applying for the 7th seat on the EPC. After discussion the Commission asked Diane if she could fill out an application. After discussion the Commission decided unanimously that we would Happily submit her application to the City Council for approval.

Steven Dahl passed on his experiences with Emergency Planning and offered his skills for helping the EPC with it's evolution. The Commission was very pleased with Steven's offers and discussed how the EPC is going to need to involve as much of the Community as we can.

8. Meeting adjourned

Emergency Preparedness Commission Goals & Objectives

- *1. Identify and implement alternative means of **communication** in the event that internet and phone providers are unable to function.
 - A. HAM radio operators
 - B. VHF-TV radios
 - C. Emergency responder radio interface
 - D. Promote the use of Everbridge notification system.
- *2. Provide **information** to residents to help them prepare for and respond to disasters.
 - A. Distribute informative flyers and pamphlets.
 - B. Hold educational workshops
 - C. Utilize social media such as Facebook and Instagram to disseminate information to the community.
 - D. Post tsunami signage to indicate directions to safe escape routes.
- *3. Purchase metal storage **containers**
 - A. Determine placement site
 - B. Stock with food supplies, tents, camp supplies, radios, etc.
 - C. Identify ways to access the contents during emergencies.
- *4. Identify essential **recovery services**.
 - A. Develop a contact list of local medical, transportation, communication, financial and utility providers.
 - B. Develop a contact list of state and federal emergency contact information including FEMA and the American Red Cross.
- *5. Select **locations** for providing communication, food, water, shelter and medical emergency services.
 - A. Identify secure areas for large animals and livestock.
 - B. Identify shelters for small animals and pets.
- *6. Develop a **Incident Command Center** system.
 - A. Consult with State and Federal agencies for guidance.
 - B. Identify location and equipment needed.
7. Develop an Emergency Response **Plan**.
 - A. Review and edit the draft Plan.
 - B. Finalize the Plan and present it to the City Council for approval.
8. Interact with **local businesses** to determine availability of emergency services and supplies.
 - A. Construction and heavy equipment
 - B. Banks and credit unions
 - C. Food suppliers and restaurants
 - D. Motels and vacation rentals
9. Promote pre-disaster **hazard mitigation**.
 - A. Work with Oregon Department of Forestry to educate the community on defensible space around homes.
 - B. Work with FEMA reps to identify areas at risk of damage or destruction.
10. Pursue **grants and other resources** to purchase needed supplies and equipment.
 - A. Approach companies doing business in Port Orford for donations.
 - B. Complete grant fund applications to foundations and government agencies.