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City of Yachats
EMERGENCY PLANNING COMMITTEE - SUMMARY
February 7, 2022

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I. CALL TO ORDER

7 Chair Thomas Fisher called the meeting to order at 2:02 pm. Members
8 present via zoom were: Bob Bennett, Don Groth, Tracy Crews, James
9 Sanders, MaryBeth Selby, Rick McClung, Dayna Capron and Neal Morphis

10 Fisher began the meeting with an update on the Cascadia Rising Exercise in June and
11 trainings that would be available. Selby questioned their schedule of trainings indicating
12 that trainings were listed but notification was never received from Jenny. Fisher advised
13 he only sent information out to Bennett, McClung and Sanders as he thought they were
14 the only ones interested. He said he would be happy to send the information to
15 everyone. Advised there are three separate sessions for the EOP Tech Assistance
16 training and he will send that to all. Sanders advised he signed up for the Wednesday
17 meeting and is willing to go Friday if needed. Discussion was held that Kimmie and
18 McClung are the only ones that have access to the Friday meeting via Basecamp.

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II. NEW BUSINESS

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A. Assign Names to Yachats Messaging

23 (7:57) Memo from Jenny regarding sending out text messages. Currently
24 McClung is the only one who has been trained and has used this. Fisher
25 questioned whether or not the rest of the staff should be trained to do this
26 or if the Committee was comfortable with just McClung knowing how to do
27 this.

28 Discussion held regarding having several people on the staff trained to do
29 this.

30 (11:20) Crews felt it important that the City Manager meet with Jenny, the
31 subgroup of the Committee and talk about the role of the City Manager
32 with regard to Emergency Preparedness.

33 Discussion held on what the text system could be used for and making a
34 presentation to the City Council.

35 (19:21) Capron advised that the new City Manager starts on February 14
36 but obviously with the backlog in City Hall will need some time to settle in.
37 Crews emphasized that if the City Manager is in charge then she needs to
38 know the emergency protocols.

39 (20:19) Selby asked if Capron could get Emergency Preparedness on the
40 calendar for the end of February and Capron advised she would pass it
41 along. Discussion held on who would attend the meeting and how formal it
should be.

(22:42) Discussion returned to the Cascadia Rising meetings and Crews wanted to be
sure someone was attending and taking notes. Fisher gave an overview of the meetings

1 and who was currently signed up to attend. Crews mentioned the importance of all the
2 information being in a particular computer file or folder so it would all be in one place
3 and accessible. Discussion held as to who wanted access to this file. Fisher and
4 McClung also talked about the information on Basecamp and discussion continued as
5 where information was stored and who was able to access it. McClung suggested using
6 the web page so the information is available to everyone.

7 (29:11) Selby felt it was important for the commission to have private folders showing
8 projects commission wants to accomplish, etc. Discussion ensued regarding setting up
9 Google Drive.

10 (31:37) Fisher advised Crews that all the seminars would be videoed and will be made
11 available.

12 (33:08) Fisher asked McClung if anyone on staff was trained in any of the command
13 center seminars, etc. McClung advised he is the only one for at least the six years.
14 McClung said his mission is to have a base of people trained.

15 (35:59) Morphis advised he has Google Drive set up and he can send it to others. Selby
16 requested that a folder be set up for Cascadia Rising and the Emergency Preparedness
17 Fair.

18 (37:51) Crews suggested having a timeline indicating what and when things needed to
19 be updated. Selby suggested a master calendar for the EPC.

20 **B. Needed Signatures for Red Cross Agreement**

21 **C. EOC/EOP Tech Assistance**

22 **D. Trail Access to Fire House**

23 (39:25) Fisher was unsure if there were any updates needed. Selby
24 indicated the commission was going to get back together to discuss any
25 priorities the EPC might have regarding the trail for evacuation purposes.
26 Also discussed a possible NEPA survey and the EPC being able to pay for
27 some of the surveys. Waiting for Forestry Service to advise of next
28 meeting date.

29 (42:14) Bennett advised that regular meetings had been held with Frankie
30 at the Firehouse regarding Conex/storage but that Kimmie was the doing
31 a lot of the work and when she left there was no staffing to continue
32 working on it. The number of people that might use that area was
33 calculated and supplies. He also felt that the Ya'Xaik trail would not be a
34 feasible route for Diversity Drive as it is too long.

35 (45:19) Discussion held regarding what Kimmie was working on. Bennett
36 discussed determining supplies and then discussed the needs of visitors
37 versus residents and how to address that.

38 (46:30) Asch indicated it was her understanding that SeaAire was
39 planning on the Firehouse for evacuation and asked if they would be
40 bringing supplies and then mentioned Fireside and felt that the kitchen
41 staff there would be able to put together go bags for the guests.

42 (47:32) Groth advised that SeaAire plans to evacuate east just above the
43 flood line of the facility and not go to the fire department. He also stated
44 that Fireside and Overleaf would not need to use Diversity Drive to
45 evacuate with the new path. Discussion was held regarding supplies, the

1 need to have a Conex as there was not enough storage at the firehouse
2 and whether or not a Conex could be placed there.

3 (52:36) Roslund advised his concern is his two hotels and getting the word
4 out to the other hotels and businesses. He indicated he has already
5 budgeted for purchasing and supplying a Conex of his own for Overleaf
6 and Fireside.

7 (54:38) Selby asked for clarification as to what City staff would be needed
8 for. Discussion was held regarding the Conex buildings throughout the
9 City and supplies needed for each. Also discussed the use of MOUs.

10 (58:45) Fisher then brought up the Conex being placed at the cemetery.
11 McClung said it has been brought up at Public Works but no action has
12 been taken. Bennett indicated there is money in the budget to replace a
13 Conex but haven't been able to make it happen due to staffing in City Hall.
14 McClung suggested having a member from this committee to speak to
15 Public Works to see if the cemetery Conex could be pushed along.
16 Discussion continued.

17 (1:03:23) McClung discussed FEMA training that he has had and how
18 having a plan is good but when disaster hits if 5% of that plan is useable
19 you're lucky. He went through what surviving a disaster will be like. He
20 circles back around to what Kimmie was doing at City Hall. He did say the
21 inventory list had been updated and he would locate that and forward it to
22 the committee.

23 **E. Update CRE22**
24 **III. ONGOING BUSINESS**

25 **A. Hazard Mitigation Plan**

26 (1:28:49) Fisher asked Bennett and Rick if they had time to review it.
27 McClung indicated it does not need to be revised until December 28,
28 2025.

29 **B. Distant Tsunami/Yachats Preparedness Fair**

30 C. (1:07:28) Discussion on mapping neighborhoods and training/workshop
31 sessions being held. Selby discussed her frustration that people just don't
32 understand or realize what a tsunami happening means and don't take
33 evacuation seriously. Selby continued by outlining some of the things that
34 would take place during the training. Hikes to the community caches,
35 speakers come in, etc. Selby asked Morphis to reserve the Commons and
36 the pavilion on June 4th for the EPC Fair. She indicated she and Crews will
37 get together and set up demos, etc. for the fair; i.e. survival first aid,
38 shutting off gas and water, legal papers to bring, etc. Make it engaging
39 and fun.

40 D. (1:20:10) Asch urged other members of the committee to become certified
41 through CERT because you are trained for these emergencies and a
42 given a bag with necessary supplies and tools.

43 E. (1:21:16) Bennett advised he would bring this to the Fire Board at the next
44 meeting felt that they would be very interested as they have felt removed
45 from the community since their move. He will have them contact Selby or
46 Crews. Conversation continued and it was decided that a Sunday event

1 would be better due to the Farmers' Market. Morphis reserved the 4th and
2 5th of June.

3 (1:30:13) Selby asked if the committee was planning on setting 2022 Goals as she has
4 started making a list. Feels that is important so they can be reviewed at the end of the
5 year to determine what has been accomplished and what needs to be carried over to
6 the next year. Fisher advised there is such a list and he will send it to her.

7 (1:30:49) Fisher offered his resignation if someone else was willing to serve as chair of
8 the committee.

9 **F. Drew – Evac Brochures to Hotels**

10 **G. Ideas for Community Event**

11 **IV. OLD BUSINESS**

12 **A. Updated Evac Brochures – Mass Mailing**

13 **B. PW&S Conex Update**

14 This was discussed at various times throughout the meeting

15 **V. OTHER BUSINESS**

16 **A. From the Committee**

17 **B. From the Staff**

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19 Meeting adjourned at 3:34 pm.

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21 Transcribed by Contractor, L.F. Barrett on March 23, 2022