

**CITY OF WOODINVILLE
EMERGENCY PREPAREDNESS COMMISSION
Regular Meeting**

**Monday
March 22, 2010**

**7:00 p.m.
City Hall, Council Chambers**

1. CALL TO ORDER

The meeting was called to order at 7:03 p.m. by Vice Chair Tountas.

2. ROLL CALL

PRESENT: Vice Chair Peter Tountas, Commissioners Nancy Montgomery, Lillie Clinton, Al Taylor, Rick Chatterton, Johanna Berkey, and Dominic Marzano (ex-officio).

ABSENT: Commissioners Mace Brady and Janine Brown (ex-officio).

Also present were Executive Assistant/Deputy City Clerk Linda Fava, Public Works Director Tom Hansen, Management Analyst Zach Schmitz, and David Daniels, Fire Chief, Woodinville Fire & Life Safety District.

3. FLAG SALUTE

Vice Chair Tountas led the flag salute.

4. APPROVAL OF MINUTES

a) January 11, 2010

Commissioner Chatterton moved that the minutes of January 11, 2009 be approved as written. Commissioner Clinton seconded the motion.

Vote: All voted in favor of the motion, and the motion carried (6-0).

5. APPROVAL OF CONTENT AND ORDER

Introduction of EPC Members was added as Agenda Item 7b and Recognition of Service by Stephen Yabroff, Past EPC Member, was added as Agenda Item 7c.

Commissioner Chatterton moved to approve the agenda in content and order as amended. Commissioner Montgomery seconded the motion.

Vote: All voted in favor of the motion, and the motion carried (6-0).

6. PUBLIC COMMENT

Stephen Yabroff, Woodinville, past EPC member, thanked Commissioners for their time, help, support and encouragement. He recognized the EPC's accomplishments since the Commission was established including review of Tent City regulations, review and recommendation for the City to contract with ESCA, review and recommendation regarding the emergency generator, authoring *Woodinville Weekly* articles regarding emergency preparedness and public outreach efforts. He commended the Public Safety CAP and recognized staff for the support they provided.

Dave Henry, Woodinville, inquired about the availability of gasoline supplies during an emergency. He also commented on the availability of used/reconditioned portable generators for government lease. Public Works Director Tom Hansen advised the Fire Department and the City have procedures in place to obtain fuel from Pacific Price Fuel during an emergency. Pacific Pride currently provides fuel for all City vehicles.

7. SPECIAL PRESENTATION

b) Introduction of EPC Members

Commissioners introduced themselves and described their backgrounds.

a) Introduction of New Member, Johanna Berkey

Commissioner Berkey introduced herself and described her background.

c) Recognition of Service by Stephen Yabroff, Past EPC Member

The Emergency Preparedness Commissioner recognized former Commissioner Yabroff for his service. Mr. Yabroff reiterated his thanks to Commissioners and staff.

8. UNFINISHED BUSINESS

9. NEW BUSINESS

a) Appointment of Officers – Chair and Vice Chair

Commissioner Taylor nominated Peter Tountas for the position of Chair. Commissioner Montgomery seconded the nomination. There were no further nominations.

Vote: All voted in favor of the nomination, and the nomination carried (6-0).

Commissioner Taylor nominated Nancy Montgomery for the position of Vice Chair. Commissioner Chatterton seconded the nomination. There were no further nominations.

Vote: All voted in favor of the nomination, and the nomination carried (6-0).

b) First Reading of Woodinville Weekly Articles

Article #9 – Food Rotation

During the Commission's review of Article #9, a question was raised regarding retention of water. Commissioner Chatterton agreed to research rotation of water and revise the draft article for final approval at the next meeting. Commissioners agreed a future article would specifically address water storage.

Article #10 – Earthquake Preparedness

Commissioners reviewed and approved Article #10 for final review and approval at the next meeting.

Commissioner Chatterton advised Commissioner Marzano and he plan to draft a follow-up "After an Earthquake" article. The After an Earthquake article was inserted into the schedule following the Earthquake Preparedness article.

c) Status of Public Safety CAP Discussion

CAP members Debra Sternagel, Dave Henry and Carol Wallace joined Emergency Preparedness Commissioners at the table for this discussion.

Chair Tountas relayed his goal for the EPC to complete its review of the CAP's recommendation by April 12 and present to the Council on April 13. He provided background on the formation of the CAP and the CAP's charter to identify and prioritize safety issues in the City. The CAP envisioned the scope of the EPC would be expanded to include safety issues as well.

Commissioners reviewed the CAP's final priorities/recommendations. Discussion included how projects were prioritized by the CAP, the purpose of listing projects in phases, whether the prioritization included a risk assessment, plans to recommend the CAP review progress on the projects in six month, the format and information to include in the EPC's presentation to the Council, traffic enforcement, importance of pedestrian flags at key intersections, professional evaluation of recommendations in the future, components of the Woodinville-Duvall Road widening project, timeline for the Woodinville-Duvall Road project, and warrants required before installing a stop sign.

Commissioner suggestions included the following:

- Staff provide a cost estimates for the projects
- Lower speed limits
- Add 140th between 181st Place and 181st Street to Item 1.02 as a location for pedestrian flags
- Add "Additional crosswalks" as Item 2.07
- Revise Item 3.04 to read "Wood-Duvall Road – ~~widen and~~ include ped/bike facilities"
- Provide a map in the presentation to the Council of Items 3.01, 3.04 and 3.05
- In the presentation to the Council, describe "raised pavement markers" (Item 1.04) and "candlesticks" (Item 2.04)
- Add the name of the restaurant in Item 1.06

10. WFLSD LIAISON REPORT

Woodinville Fire & Life Safety District Chief David Daniels introduced himself.

11. COUNCIL LIAISON INPUT – None

12. EMERGENCY MANAGER REPORTS

13. COMMISSIONER REPORTS

Commissioner Clinton reported Skywarn Weather Spotter Training will be held on April 22 at the NOAA Western Regional Center in Seattle from 6:30 to 9:00 p.m. Seattle & King County Public Health is also seeking participants to discuss the H1N1 flu vaccine public outreach. She advised out-of-area-contact cards are available with updated web contact information.

Commissioner Clinton announced her plans to attend the Partners in Emergency Preparedness Conference. The Commission accepted her offer to represent the City at the conference.

Commissioner Montgomery reported on a seminar she attended regarding emergency communications, particularly Ham Radios. She suggested the EPC promote having one Ham Radio operator in each major neighborhood in the city. The seminar also included CPR training. She referred to the Master Garden Clinic hosted by the Woodinville Water District on the first Saturday of the month, pointing out a garden was a method of emergency preparedness. She suggested the EPC sponsor similar seminars.

Chair Tountas reported the Fire District is holding a First Aid Class on April 7.

14. PUBLIC COMMENT – None

15. UPCOMING AGENDA TOPICS

16. ADJOURNMENT

Commissioner Clinton moved to adjourn the meeting. Commissioner Chatterton seconded the motion.

Vote: All voted in favor of the motion, and the motion carried (6-0). The meeting was adjourned at 9:10 p.m.

Respectfully submitted,

Linda Fava
Staff Liaison