

**CITY OF WOODINVILLE
EMERGENCY PREPAREDNESS AND
PUBLIC SAFETY COMMISSION
Regular Meeting**

**Monday
June 11, 2012**

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

CALL TO ORDER

The meeting was called to order at 7:00 p.m. by Chair Brady.

ROLL CALL

PRESENT: Chair Mace Brady, Vice Chair Marc Rojas and Commissioners Nancy Montgomery and Dennis Lone.

ABSENT: Commissioners Lillie Clinton, Angelo Krakoff, Janine Brown (ex-officio), and Dominic Marzano (ex-officio).

Also present were Executive Assistant/Deputy City Clerk Linda Fava, Management Analyst Zach Schmitz, and Council Liaison to the EPPSC Councilmember Les Rubstello.

FLAG SALUTE

Chair Brady led the flag salute.

APPROVAL OF AGENDA IN CONTENT AND ORDER

There were no changes requested in the content and order of the agenda.

PUBLIC COMMENT – None

SPECIAL PRESENTATION – Red Cross Readiness Rating Program and King County’s New Approach to the 3 Days/3 Ways Campaign

Red Cross Readiness Rating Program

Management Analyst Zach Schmitz reported a Red Cross representative will make a presentation at the next meeting.

King County’s New Approach to the 3 Days/3 Ways Campaign

Mr. Schmitz advised King County plans to continue their 3 Days/3 Ways campaign but is encouraging the public to be prepared for 7 days. The website, Ready.gov, encourages the public to make a plan, build a kit, and describes various disasters.

Mr. Schmitz described plans to create an emergency kit geared toward summer emergencies for display in the City Hall display case along with information from the Ready.gov website. He invited Commissioners to send him suggestions for items to include in the summer emergency

kit and offered to send Commissioners a copy of the Ready.gov information that he will include in the display.

BUSINESS ITEMS

1. Minutes of April 9 and April 23, 2012

Vice Chair Rojas moved to approve the minutes of April 9, 2012. Commissioner Montgomery seconded the motion.

Vote: All voted in favor of the motion, and the motion carried (4-0).

Vice Chair Rojas moved to approve the minutes of April 23, 201. Commissioner Lone seconded the motion.

Vote: All voted in favor of the motion, and the motion carried (4-0).

2. Pedestrian and Bike Safety

Mr. Schmitz displayed a King County iMAP of Wilmot Park, identifying the sections of trail owned by Woodinville and sections owned by King County. Because King County owns the area of trail where it enters Wilmot Gateway Park, Public Works Tom Hansen suggested the Commission send a letter to King County Parks asking permission to put up signage. Mr. Schmitz suggested two locations for signs at the north and south ends of the park.

Suggestions for the letter included requesting permission to put up signs, identifying the proposed location of the signs, citing the *Woodinville Weekly* letter that expressed concern about conflicts between trail users, and stating the reason for signs is concern with bicycle speeds and to raise bicyclists' awareness.

Commissioner Lone relayed a statement on Cascade Bicycle Club's website that they will assist with educating bicyclists about safety in congested areas of the trail. Mr. Schmitz offered to research what assistance Cascade Bicycle Club could provide.

Commissioners and staff also discussed installing signage on Woodinville-Duvall Road (two signs in the section between 140th and the signal and two signs in the section between the fish sculpture and 156th) to alert motorists of bicycle traffic. The sign would state something like: "Caution: high use bicycle route."

Action: 1) Staff to draft a letter to King County asking permission to put up signs per above. Draft letter to be reviewed at the next meeting. 2) Mr. Schmitz to contact Cascade Bicycle Club per above. 3) Mr. Schmitz to submit request to Public Works Director regarding signage on Woodinville-Duvall Road per above.

3. Discussion of Comprehensive Emergency Management Plan – Emergency Support Function #7: Resource Support

Mr. Schmitz reviewed ESF #7 including primary agencies, support agencies, policies, situation, concept of operations, procedures, and responsibilities.

Commissioners and staff discussed whether there should be only one primary agency (City of Woodinville Public Works), the use of equipment during an emergency, department and agency responsibilities, inventorying and managing donated goods, and managing monetary donations.

Action: 1) Clarify with ESCA how donated goods would be handled, and 2) clarify with City's Finance Director authorized use, liabilities and duration of use of monetary donations.

REPORT FROM EMERGENCY MANAGER

Mr. Schmitz announced the ham radio area of the Emergency Operations Center will be provided a laptop because it can be physically secured during an emergency better than the existing desktop computer.

Mr. Schmitz reported the City did not receive any applications for the EPPSC vacancy and one Commissioner is recovering from surgery. Additional Commissioner absences could affect the quorum. Commissioner Montgomery noted her appointment expires in November.

REPORTS FROM COMMISSION MEMBERS

Commissioner Lone reported on his vacation in Uganda Africa.

PUBLIC COMMENT

Kevin Coughlin, Woodinville Fire & Rescue Commissioner, announced the CERT Expo on August 18 at the Washington State Fire Training Academy in North Bend sponsored by Homeland Security. The cost to attend is \$30, attendees must have CERT training. Mr. Schmitz said he will send the announcement to the City's CERT volunteer list.

UPCOMING AGENDA TOPICS

- a) **Red Cross Presentation on Readiness Rating Program**
- b) **Draft Letter to King County regarding bike signage on Sammamish River Trail**
- c) **Request to Public Works Director regarding signage on Woodinville-Duvall Road**
- d) **ESF7 with clarifications**

ADJOURNMENT

The meeting was adjourned at 8:54 p.m.

Respectfully submitted,

Linda Fava
Staff Liaison