

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

**Monday
August 12, 2013**

**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 and Commissioners Dennis Lone, Lillie Clinton and Janine Brown (ex-officio).

ABSENT: Commissioner Garrett Frazier.

Also present were Executive Assistant/Deputy City Clerk Linda Fava and Management Analyst Zach Schmitz.

FLAG SALUTE

Chair Brady led the flag salute.

APPROVAL OF AGENDA IN CONTENT AND ORDER

Commissioner Lone moved to approve the agenda in content and order. Commissioner Clinton seconded the motion.

Vote: All voted in favor of the motion, and the motion carried (3-0).

PUBLIC COMMENT – None

SPECIAL PRESENTATION – Woodinville Fire & Rescue Update

Woodinville Fire & Rescue Commissioner Kevin Coughlin provided an overview of activity and changes at Woodinville Fire & Rescue related to personnel and annexations by Kirkland and Bothell. He described Woodinville Fire & Rescue's partnership agreement with the City of Bothell to contract for 50% services of their fire chief and deputy fire chief for an initial two year period, automatic renewal and 90-day escape clause. Due to declining revenues and the recognition of efficiencies with a regional model, Bothell and Woodinville Fire & Rescue are discussing a regional fire authority (RFA). Snohomish County Fire District 10 and the Northshore Fire Department were invited to participate in discussions. He described cost savings and services that can be offered by a regional fire authority.

Fire Commissioner Coughlin responded to Commissioner's questions regarding the process to establish an RFA, other RFAs, issues raised during a similar presentation to the City Council, similarities between the Bothell and Woodinville fire departments, closure of Station 34 in the

Kirkland annexation area, RFA governance, and the use of volunteer firefighters. He offered to provide information on current and future station locations and response times.

BUSINESS ITEMS

1. Minutes of June 10, 2013

Commissioner Clinton moved to approve the minutes of June 10, 2013. Commissioner Lone seconded the motion.

Chair Brady requested the three priority goals the Commission identified in Agenda Item 3 be listed in the minutes.

Vote: All voted in favor of the motion, and the motion carried (3-0).

2. Appointment of Vice Chair

Chair Brady opened nominations for Vice Chair.

Commissioner Lone nominated Commissioner Frazier as Vice Chair. Chair Brady nominated Commissioner Lone as Vice Chair.

Commissioner Clinton moved to close nominations for Vice Chair. Commissioner Lone seconded the motion.

Vote: 1 vote for Commissioner Frazier and 2 votes for Commissioner Lone.

Commissioner Dennis Lone was selected as Vice Chair until the end of the year.

3. 2013-14 Work Plan

Management Analyst Zach Schmitz explained the EPPSC Work Plan was reformatted to match the format of Planning Commission and Parks & Recreation Commission Work Plans which are basically a task list and the quarter when tasks would be accomplished. The proposed Work Plan was created using the tasks from Goals 1, 2 and 4 which the Commission identified as priorities at their previous meeting.

Commissioners reviewed the 13 items on the proposed 2013 Work Plan. Mr. Schmitz will draft a proposed 2013-2014 Work Plan based on the following input from the Commission:

- List Items 1-7 under “Commission will continue to build on education and increased awareness levels of its members. Seek regional opportunities to achieve additional training.” Related to Goal 4
- Combine Items 8 and 9, related to Goal 1
- Combine Items 10 and 11, related to Goal 2
- Combine Items 12 and 13, related to Goal 5

Commissioners requested the next agenda include discussion regarding assessing and providing input on community levels of preparedness (Goal 2).

REPORT FROM EMERGENCY MANAGER

Mr. Schmitz reported the Council approved video camera policies and directed staff to proceed with a Request for Proposals for cameras. Staff will review responses to the RFP and provide a recommendation regarding the camera vendor; the Council will approve the contract.

Chair Brady relayed citizens' concerns with privacy related to the video cameras. He suggested educating the public regarding how the cameras will/will not be used. Discussion followed regarding the video cameras policies.

Commissioner Lone moved to extend the meeting for 10 minutes. Commissioner Clinton seconded the motion.

Vote: All voted in favor of the motion, and the motion carried (3-0).

Mr. Schmitz reported on plans to seek shelter volunteers.

REPORTS FROM COMMISSION MEMBERS

Commissioner Brown reported the turnout and the organization of Celebrate Woodinville was amazing. She was pleased with the number of vendors and with the weather.

PUBLIC COMMENT – None

UPCOMING AGENDA TOPICS

- a) **Discussion of Goal 2 – Assessing Community Preparedness**
- b) **Work Plan (continued discussion)**
- c) **August 12, 2013 minutes**

ADJOURNMENT

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

Vote: All voted in favor of the motion, and the motion carried (3-0). The meeting was adjourned at 9:03 p.m.

Respectfully submitted,

Linda Fava
Staff Liaison