

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

**Monday  
March 10, 2014**

**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 Dennis Lone and Commissioners Lillie Clinton and Janine Brown.

**ABSENT:** Commissioner Garrett Frazier.

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

**FLAG SALUTE**

Chair Brady led the flag salute.

**APPROVAL OF AGENDA IN CONTENT AND ORDER**

The Executive Session for legal training was removed from the agenda due to the unavailability of the City Attorney. University of Washington Student Q&A regarding Emergency Management Issues was added to the agenda as Business Item 3.

**Commissioner Brown moved to approve the agenda as amended. Commissioner Clinton seconded the motion.**

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

**PUBLIC COMMENT**

Richard Buzard, Environment Science Student, University of Washington Bothell, explained he is taking a course regarding natural disasters and hazards. Students are surveying several cities about their hazard preparedness. The information is not for public release, only statistics for their class.

Councilmember Paula Waters advised she is one of two Council Liaisons to the EPPSC. She looked forward to working with the Commission and invited Commissioners to relay information they wanted communicated to the Council.

## **EXECUTIVE SESSION – Legal Training**

This item was removed from the agenda under Approval of the Agenda.

## **SPECIAL PRESENTATION – Update on Trail Safety Outreach Efforts**

This item was postponed due to Commissioner Frazier's absence.

## **BUSINESS ITEMS**

### **1. Minutes of December 9, 2013**

**Commissioner Clinton moved to approve the minutes of December 9, 2013. Vice Chair Lone seconded the motion.**

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

### **2. Appointment of Chair and Vice Chair**

Chair Brady reviewed Commissioners' term expiration dates and explained the number of positions on the EPPSC was recently reduced from seven to five.

Management Analyst Zach Schmitz described the opportunity for Commissioners to request their term be renewed (unless they have completed the two term maximum). Executive Assistant/Deputy Clerk Linda Fava advised vacant positions are advertised for two months. Mr. Schmitz advised the ex-officio positions have not yet been filled; he suggested a future agenda item to discuss the expertise the Commission felt was needed.

**Commissioner Brown moved to appoint Mace Brady as Chair and Dennis Lone as Vice Chair. Commissioner Clinton seconded the motion.**

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

### **3. University of Washington Student Q&A regarding Emergency Management Issues**

Commissioners and staff responded to the following questions posed by Richard Buzard, Environment Science Student, UW Bothell, related to his studies in emergency management:

- 1) *One a scale of 1-5, to what degree does the City of Woodinville have access to adequate financial resources to carry out risk reduction activities?* Mr. Schmitz described the City's participation in Emergency Services Coordinating Agency (ESCA) that assists with seeking FEMA grants.
- 2) *What hazard risk assessments have been conducted for critical public health facilities and infrastructure (schools, hospitals and health facilities)?* Mr. Schmitz described planning with those agencies.
- 3) *What measures are being taken to protect critical public facilities and infrastructures (schools, hospitals and health facilities) from damage during disasters and to ensure they remain operational during disaster emergencies?* Mr. Schmitz advised those facilities were not under the City's jurisdiction. Chair Brady referred the City's Emergency Support Function (ESF) document.

- 4) *How does the City of Woodinville engage local communities to actively participate in risk reduction decision-making, policy-making, planning and implementation processes?* Chair Brady described the efforts of the EPPSC.
- 5) *With regard to vulnerable communities, examples of spreading awareness and mitigating hazards.* Mr. Schmitz described 3 Days/3 Ways preparedness efforts.
- 6) *What type of disaster do you feel would have the worst impact on your community and what is the likelihood that it may occur in the next ten years?* Commissioners agreed it was an earthquake and that its occurrence was very likely. Flooding was also a possibility and it was an annual event.

Mr. Buzard offered to provide Woodinville a copy of the survey results.

### **REPORT FROM EMERGENCY MANAGER**

Management Analyst Zach Schmitz reported his plans to attend a week-long FEMA emergency manager training in May that will be held in Bothell. He reported once the City Council approves their work plan, the EPPSC can begin review of its work plan.

### **REPORTS FROM COMMISSION MEMBERS**

Commissioner Clinton described safety hazards and accessibility issues she encounters while operating her scooter. She was encouraged to identify specific locations for the Public Works Director to address.

### **PUBLIC COMMENT – None**

### **UPCOMING AGENDA TOPICS**

- a) **Legal Training**
- b) **Report on Trail Safety Outreach**
- c) **Expertise Needed on Commission (ex-officio members)**
- d) **Work Plan**

### **ADJOURNMENT**

**Commissioner Clinton moved to adjourn the meeting. Commissioner Brown seconded the motion.**

**Vote: All voted in favor of the motion, and the motion carried (4-0). The meeting was adjourned at 8:05 p.m.**

Respectfully submitted,

*Linda Fava*

Linda Fava  
Staff Liaison

