

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

**Monday
May 9, 2016**

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

CALL TO ORDER

The meeting was called to order at 7:00 pm. by Exec. Asst. Linda Fava.

ROLL CALL

PRESENT: Commissioner Janine Brown, Commissioner Jim Walker, Commissioner Kevin King, Commissioner John Halpin, and Commissioner Mark Van Wormer.

ABSENT: None.

Also present were Executive Assistant/Deputy City Clerk Linda Fava, Asst. to the City Manager Kellye Mazzoli, and Council Liaison to the EPPSC Paula Waters.

FLAG SALUTE

Ms. Fava led the flag salute.

APPROVAL OF AGENDA IN CONTENT AND ORDER

Commissioner King moved to approve the agenda in content and order. Commissioner Walker seconded the motion.

Vote: All voted in favor of the motion, and the motion carried (5-0).

SPECIAL PRESENTATION – Introduction of Commission Members and Staff

Commissioners introduced themselves and provided a brief history of their backgrounds, followed by introductions of City Staff in attendance.

PUBLIC COMMENT – None

BUSINESS ITEMS

- 1. Minutes of August 10, 2015**

On page 2, item 2, 5th line, Commission Walker indicated he believed that the date of October 31 should be December 31.

Commissioner Walker felt that the term “inappropriateness” was too strong a term on Page 3, first paragraph, second line, and wondered if that was truly the word offered. Ms. Fava indicated that she would listen to the tape.

Also on page 3, under 1. General Comments Comm. Walker mentioned that “accept” should be changed to “review” in the first line. Line 4, the word “the” (before representatives) should be “that”.

Commissioner King moved to approve the minutes of August 6, 2015 as corrected. Commissioner Walker seconded the motion.

Vote: All voted in favor of the motion, and the motion carried (5-0).

2. Appointment of Chair and Vice Chair

Chair Nomination(s)

- 1) Commission Walker was nominated by Commissioner Halpin. Mr. Walker declined the nomination in favor of a more senior member.
- 2) Commissioner Brown was nominated by Commissioner Walker. Ms. Brown accepted the nomination.

No further nominations were forthcoming. Ms. Fava asked the Commissioner for their approval of Ms. Brown’s nomination, and the approval carried 5-0. Ms. Brown then took over the gavel and center seat at the dais.

Vice Chair Nomination(s)

- 1) Commissioner Halpin was nominated by Commissioner Walker. Commissioner Halpin asked that he be allowed to decline in favor of nominating Commissioner Walker. No other nominations were offered. The Commission unanimously supported the nomination, and it passed 5-0.

3. Approval of Bylaw Amendments

Commissioner Walker suggested that any subcommittees be stated to be one less than a majority of the membership. Ms. Mazzoli indicated that staff was unprepared to have a full discussion of the Bylaws at this time, and offered to place it on the agenda for the next month.

Commissioner King moved to accept the offered meeting start change from 7:00 p.m. to 5:30 p.m. to better accommodate the schedules of Police Chief Katie Larson, and Fire Chief Greg Ahearn, as well as the housekeeping markups in the draft document. Commissioner Halpin seconded the motion. On vote, the motion carried 5-0.

REPORTS FROM STAFF

Police Chief Larson provided an overview of her department's activities and crime statistics. She proceeded to explain the charts provided in her handout, which had been distributed to the Commissioners.

Fire Chief Ahearn expressed his appreciation at being invited to participate on the Emergency Preparedness and Public Safety Commission.

REPORTS FROM COMMISSION MEMBERS

Commissioner Walker expressed concern that the City will not be participating in the Cascade Rising exercise the 2nd week of June. Ms. Mazzoli explained that with the recent turnover in staff, the City was unprepared to do so.

Commissioner Halpin reminded us of agenda items that had been identified at the August, 2015 meeting, when last the group met. He was hopeful they could be identified and placed on upcoming agendas for discussion. He also stated that the intersection at 140th NE and NE 171st is a concern in that he doesn't feel the street light has sufficient backup during power outages. He hoped the City could address this issue.

PUBLIC COMMENT – None

UPCOMING AGENDA TOPICS

- a) **Gap Analysis**
- b) **Further review of Bylaws**
- c) **CEMP**
- d) **Work Plan**
- e) **Agenda Items from prior meetings**
- f) **Formal appointment of Police Chief Larson and Fire Chief Ahearn to the Ex-Officio positions.**

ADJOURNMENT

Believing there to be no further agenda items, Chair Brown moved to adjourn the meeting, and it was concluded at 7:55 p.m.

Respectfully submitted,

Linda Fava
Staff Liaison