



# CITY OF MEDINA



## ***EMERGENCY PREPAREDNESS COMMITTEE MEETING***

July 12, 2023  
4:00pm – 5:30pm

### **Call to Order:**

Chairperson Rosalie Gann called the Emergency Preparedness meeting to order at 4:07pm.

### **Roll Call:**

Leadership Team: Chairperson Rosalie Gann  
Dr. Doug Dicharry  
Dr. Kay Koelemay  
Cy Humphreys  
City Personnel: City Manager Steve Burns  
Chief Jeff Sass  
Captain Austin Gidlof  
Sergeant Eric Anderson  
Police Administrative Specialist Sunita Hall  
Attendees: Councilmember Bob Zook

### **Welcome, Introductions & Announcements:**

Chairperson Gann welcomed attendees to the meeting and outlined the meeting's agenda.

### **Approval of Minutes:**

Motion to approve the April 12<sup>th</sup>, 2023 Emergency Preparedness Committee Meeting minutes was moved by Dr. Dicharry and seconded by Councilmember Zook. The April 12<sup>th</sup>, 2023 Emergency Preparedness Committee Meeting minutes were approved as written.

### **Medina Updates:**

Captain Gidlof provided an update on the state of the city, to include a review of the new public safety camera system, crime statistics locally and regionally, preparations for Seafair and Medina Days, and the newest officer to join the Medina Police Department. City Manager Steve Burns mentioned the progress on the city's comprehensive plan and the revision to park rules prohibiting e-bikes in all city parks.

## **Brainstorming Session:**

An emergency preparedness informational pamphlet was presented to the committee and recommendations for revisions were offered and accepted. The recommendations included adding a QR code to the pamphlet that links to the Emergency Preparedness page on the Medina Police website, mailing the pamphlet out to all residences in Medina, adding the information contained in the pamphlet to the City of Medina's quarterly newsletter, and offering copies of the pamphlet at the upcoming community events.

The QR code that links to the Emergency Preparedness page on the Medina Police website was recommended to be added to a sandwich board sign at the upcoming community events for community members to scan to receive the information immediately on their cell phones. The sandwich board will be set up for Shredder Day events as well.

The Committee discussed having a presence at the upcoming community events. It was decided to combine the handouts and information for the Emergency Preparedness Committee with the Medina Police Department's station at the events.

Giveaway items were presented to the Committee. Emergency preparedness-specific items included the small first aid kits and Medina Police pens that include a flashlight on the end.

The Committee discussed recruiting options to encourage more participants in the City of Medina's Emergency Preparedness Committee. It was recommended to conduct personal outreach to the radio holders of the emergency radio group to determine their level of interest in continued or increased participation in the Emergency Preparedness Committee.

Dr. Kolemey and Dr. Dicharry accompanied Administrative Specialist Hall to the emergency preparedness trailer at the City of Medina Public Works facility. A brief inventory was conducted of the items currently inside the trailer and ideas for what to keep inside the trailer were proposed. Ultimately, the decision was made to stock the trailer with splints, irrigation fluids, burn medications, and other simple first aid equipment.

A recommendation was made to provide educational sessions on first aid, CPR and AED use for the community. Sergeant Anderson offered to hold simple training sessions to community members if enough interest is garnered.

**Chairperson Gann adjourned the meeting at 5:25pm.**

**Minutes prepared by Captain Gidlof.**

**The next City of Medina Emergency Preparedness Committee meeting is scheduled for October 11<sup>th</sup>, 2023 at 4:00pm.**