



MEDINA, WASHINGTON

EMERGENCY PREPAREDNESS COMMITTEE

Medina City Hall, 501 Evergreen Point Road
Wednesday, July 12, 2023 – 4:00 PM

AGENDA

COMMITTEE CHAIR | Rosalie Gann

COMMITTEE MEMBERS | Dr. Doug Dicharry, Cy Humphreys, Dr. Kay Koelemay

STAFF LIAISON | Austin Gidlof, Police Captain

Hybrid (In-Person and On-line) Meeting Participation

The Medina City Council and its Boards and Commissions have moved to hybrid meetings, offering both in-person and online meeting participation. In accordance with the direction from Governor Inslee, masking and social distancing will be optional for those participating in person.

Medina Police Department is inviting you to a scheduled Zoom meeting

Join Zoom Meeting

<https://us06web.zoom.us/j/81834075768?pwd=em1JYTVramNyUHRqbnJjclBRReGZGZz09>

Meeting ID: 818 3407 5768

Passcode: 209708

One tap mobile

+12532050468,,81834075768#,,,,*209708# US

1. **WELCOME AND ANNOUNCEMENTS**

2. **APPROVAL OF EMERGENCY PREPAREDNESS MINUTES**

[2.1](#) April 12, 2023, DRAFT Emergency Preparedness Committee Meeting Minutes

3. **EMERGENCY PREPAREDNESS COMMITTEE BUSINESS**

3.1 Medina Updates - Captain Gidlof

3.2 Communicate, Educate, Engage, Brainstorming & Planning session.

3.3 Medina Emergency Radio Response Team update

4. **ADJOURNMENT**

Next meeting: Wednesday, October 11, 2023 at 4:00 PM.

UPCOMING MEETINGS

Wednesday, October 11, 2023 - Quarterly Meeting (4:00 PM)

Wednesday, January 10, 2024 - Quarterly Meeting (4:00 PM)

CITY OF MEDINA

EMERGENCY PREPAREDNESS COMMITTEE MEETING (Hybrid)

April 12, 2023,
4:00 P.M

CALL TO ORDER

Chair Rosalie Gann, called the Emergency Preparedness Committee meeting to order at 4:05 p.m.

ROLL CALL

Leadership Team: Chair Rosalie Gann, Dr. Doug Dicharry, Dr. Kay Koelemay,
City Staff: Police Chief Sass, Police Captain Gidlof, Police Sergeant Anderson,
Police Admin Hall
Attendees: Council member Bob Zook, Daniel Lipkie, Larry Cole

WELCOME, INTRODUCTIONS AND ANNOUNCEMENTS

Chair Rosalie Gann welcomed attendees to the meeting and outlined the meeting’s agenda. Gann began by introducing guest speaker, Jason Shirron from the King County Emergency Management team – and added that it would be valuable to share his perspective on what effective emergency preparedness would look like in a small city such as Medina and how its core group of volunteers could be expanded.

APPROVAL OF MINUTES

Motion to approve the January 11, EPC meeting minutes moved by Kay Koelemay, and second by Doug Dicharry. The January 11 EPC meeting minutes were approved as written.

PRESENTATION - A Day in the Life Series with Jason Shirron (Technical Operations Manager for King County Emergency Management)

Jason Shirron, in his introduction, highlighted his role and provided insight into the resources and tools employed in his work. One notable system he discussed was the Alert King County, a platform that enables residents to select their preferred language (and for multiple addresses). Shirron explained that this system is meets the legislature’s mandate, which requires language options and translation services for languages spoken by 500 or more residents in the county.

Shirron spoke of some of the challenges of recruiting and retaining volunteers citing an example of one of his volunteer groups of 25 members, that had to disband because of the restrictions around COVID19. A brief discussion ensued on comparative cities, helpful ways of engaging the community and sharing King County publications and access to trainers. Shirron said that efforts focused on public education events, public education programs and delivering training.

During the committee meeting, members discussed outreach efforts to accommodate the evolving and changing population in Medina. Chief Sass spoke on how hiring volunteers also asks questions about conducting adequate background checks and their supervision.

BRAINSTORMING SESSION

Jason Shirron proposed that outreach efforts could be enhanced by placing a stronger emphasis on information – and conveying the message that individuals should rely on themselves following an event, while also acknowledging that help will eventually arrive but may take some time. Therefore, they should prepare to have sufficient supplies to sustain themselves for a minimum of two weeks. Members discussed the minimum and basic steps that residents should be familiar with. Several ideas were suggested including:

- Three steps to take in an emergency: check on yourself, neighbor, and community.
- “Just in time” leaflets
- Cash and gas
- Turn off gas; check for hazards
- Use the kiosks in Medina Park to display messages
- Promote awareness at Medina Days, Shredder Day and Community forums
- What should I do? And what should I not do? *So as to not impede the emergency response and also that everyone will need help at the same time*

Committee members continued to discuss ideas for outreach work based on the communicate, educate, and engage goals. Ideas focused on leaflets and booklets tailored to the City. And readily visible items (such as refrigerator magnets) that people could refer to/reach for immediately after an event. The option of including a QR code was also discussed. Jason Shirron mentioned the “Makeitthrough.org” website for readily available materials. Chair Gann asked about the value of simulation exercises, roles, and responsibilities. Shirron suggested that the ICS 402 training for senior and elected officials could be useful. And members discussed the value of linking up with established regional networks, (CERT) and using existing materials/literature, rather than try to reinvent the wheel.

Council member Zook mentioned that including a written report for the EPC, in the council agenda packet would be good way for the EPC to highlight any relevant concerns or issues. Chair Gann spoke of drilling deeper some of the ideas from the brainstorming session.

RADIO GROUP

Dr. Dicharry reported that the repeater was now working, and the new antenna had been installed. He shared that the next 5th Saturday exercise would be on April 29th at the EOC (City Hall) between 10 – 11 am. He relayed that the radio group was going steady, with about 10 members who regularly check in, stating that over the year about 18 members check in out of 28 radio holders.

THE STATE OF MEDINA – Chief Sass

Chief Sass updated the committee on the new solar cameras installed in the City and that now there were approximately 32 cameras covering the Points Communities.

Chair Gann closed the meeting at 5:30 p.m.

Minutes taken by Sunita Hall

Next Meeting Wednesday, July 12, 2023