



MEDINA, WASHINGTON

EMERGENCY PREPAREDNESS COMMITTEE

Medina City Hall, 501 Evergreen Point Road
Wednesday, October 11, 2023 – 4:00 PM

AGENDA

COMMITTEE CHAIR | Rosalie Gann

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

STAFF LIAISON | Austin Gidlof, 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.

Join Zoom Meeting

<https://medina-wa.zoom.us/j/84507332490>

Meeting ID: 845 0733 2490

One tap mobile

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1. **WELCOME AND ANNOUNCEMENTS**
2. **APPROVAL OF EMERGENCY PREPAREDNESS MINUTES**
 - 2.1 Approval of July 12, 2023 Emergency Preparedness Committee Meeting Minutes
3. **EMERGENCY PREPAREDNESS COMMITTEE BUSINESS**
 - 3.1 Fire Safety - how to prepare and respond (appx 25 minutes)
 - 3.2 Medina Updates - Austin Gidlof (appx 10 minutes)
 - 3.3 2023 Goals - Communicate, Educate and Engage (appx 5 minutes)
4. **ROUND TABLE**
5. **ADJOURNMENT**

Next meeting: Wednesday, January 10, 2024 at 4:00 PM.

ADDITIONAL INFORMATION

Emergency Preparedness Committee meetings are held quarterly on the 2nd Wednesday of the month at 4 PM, unless otherwise specified. The agenda items are accessible on the City's website at www.medina-wa.gov on Tuesday prior to the Emergency Preparedness Committee Meeting.

In compliance with the Americans with Disabilities Act, if you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in this meeting, please contact City Hall at 425-233-6400 at least 48 hours prior to the meeting.

UPCOMING MEETINGS

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

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

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

Wednesday, October 9, 2024 - Quarterly Meeting (4:00 PM)



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

City Personnel: City Manager Steve Burns
Chief Jeff Sass
Captain Austin Gidlof
Sergeant Eric Anderson
Police Administrative Specialist Sunita Hall

Attendees: Councilmember Bob Zook
Cy Humphreys

Welcome, Introductions & Announcements:

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

Approval of Minutes:

Motion to approve the April 12th, 2023 Emergency Preparedness Committee Meeting minutes was moved by Dr. Dicharry and seconded by Councilmember Zook. The April 12th, 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 11th, 2023 at 4:00pm.