



# MEDINA, WASHINGTON

## EMERGENCY PREPAREDNESS COMMITTEE

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

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### AGENDA

**COMMITTEE CHAIR** | Rosalie Gann

**COMMITTEE MEMBERS** | Doug Dicharry, Cy Humphreys

**STAFF LIAISON** | Austin Gidlof, Police Captain

#### Virtual Meeting Participation

The Medina Emergency Preparedness Committee has 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.

Time: Jan 11, 2023 04:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/82010320834?pwd=RVp0K3d5YnJnSWVhbzZQdkVaaEVnZz09>

Meeting ID: 820 1032 0834

Passcode: 481995

1. **WELCOME AND ANNOUNCEMENTS**

2. **EMERGENCY PREPAREDNESS COMMITTEE BUSINESS**

2.1 A Day in the Life of series - with Jeremy Henshaw, NORCOM Law Enforcement Liaison

[2.2](#) Approval of the October 12, 2022, Emergency Preparedness Committee Meeting minutes

2.3 Medina Updates - Captain Gidlof

2.4 2022 Goals - Communicate, Educate and Engage:

Emergency Preparedness meeting with Medina schools' principals - update

Great Washington Shakeout report

Increasing awareness within the Medina community

3. **ROUND TABLE**

3.1

Radio report - Doug and Cy

Discussion

4. Adjournment

**Next meeting: Wednesday, April 12, 2023, at 4:00 PM.**

**UPCOMING MEETINGS**

Wednesday, April 12, 2023 - Quarterly Meeting (5:00 PM)

Wednesday, July 12, 2023 - Quarterly Meeting (5:00 PM)

Wednesday, October 11, 2023 - Quarterly Meeting (5:00 PM)

**CITY OF MEDINA  
EMERGENCY PREPAREDNESS COMMITTEE MEETING (Virtual)**

October 12, 2022,  
4:00 P.M

**CALL TO ORDER**

Chair Rosalie Gann, called the Emergency Preparedness Committee meeting to order at 4:00 p.m.

**ROLL CALL**

Leadership Team: Chair Rosalie Gann, Dr. Doug Dicharry, Dr. Kay Koelemay, Cy Humphreys  
City Staff: Police Captain Austin Gidlof, Police Admin Sunita Hall, City Manager Steve Burns

**WELCOME, INTRODUCTIONS AND ANNOUNCEMENTS**

Chair Rosalie Gann welcomed attendees to the meeting and outlined the meeting’s agenda. Gann introduced guest speaker, Doug James, Director of Safety & Security for the Bellevue School District.

**PRESENTATION - A Day in the Life Series by Doug James, Director of Safety & Security Bellevue School District**

Doug James opened his presentation and explained that in his career for the DEA, he had seen the agency make huge and positive impacts. Likewise, he believed that there were opportunities that could make a difference to the safety and security of schools in the district. James stated that there was a diverse skill set within his team, with staff from military, paramedic, threat assessment and emergency planning backgrounds.

James described the multi-layered approach to school safety and security which encompassed: physical tools (such as panic alarms, alarms); training (CERT, mandatory drills, life safety skills and tabletop exercises) and managing emergency supplies. James added that his team had to be able to respond to incidents ranging from cougar sightings to active alerts and evacuations - noting that the reunification of students to their families was a comprehensive and formalized process.

James responded to questions on radios in schools and a short discussion ensued on how parents, families and communities could help or alert the authorities if they noticed a concern, whether on social media or via conversations. James also spoke about the mechanisms in place to identify early signs of risks in school children (that could lead to potential threats if unchecked).

**APPROVAL OF MINUTES**

Motion to approve July 13 meeting minutes moved by Cy Humphreys and second by Doug Dicharry. The July 13, 2022, Emergency Preparedness Committee meeting minutes were approved as written.

**THE STATE OF MEDINA – Captain Gidlof**

Captain Gidlof updated the committee on his meeting with all three Medina school’s executive staff – emphasizing that it was important to have regular conversations with the schools, walking through what an incident scene may look like. While Bellevue Christian school presented some logistical challenges, the aim was to try and standardize safety and security protocols across the schools, as much as possible.

Captain Gidlof briefed the committee on crime activity and while there had been an uptick in neighborhood crimes regionally it had been relatively quiet in Medina. Of note, there had been a drive by shooting earlier in the year and a fatal boating incident more recently. Gidlof relayed that the City had contracted with Mercer Island for its harbor control.

**2022 GOALS - COMMUNICATE, EDUCATE AND ENGAGE**

Other updates included an update from Dr. Kay Koelemay on the Medina Days Emergency Preparedness booth. Chair Gann reminded members of the Great Washington Shakeout on October 20th at 10.20 am. Dr. Doug Dicharry said that the radio network could be activated one minute after simulation.

Doug Dicharry and Cy Humphreys updated the committee on the radio exercises and check-ins. A short discussion ensued on radio equipment, radio use and general participation. It was suggested that it would be useful to have an updated inventory of radios and a further letter to those radio holders who did not regularly check-in. Humphreys stated that the regular PD check-ins were greatly appreciated.

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

Minutes taken by Sunita Hall

Next Meeting January 11, 2023