



## AGENDA

### MOLALLA CITY COUNCIL WORK SESSION

October 10, 2023

6:00 PM

Molalla Civic Center

315 Kennel Ave, Molalla, OR 97038

**Mayor Scott Keyser**

**Council President Jody Newland**

**Councilor Terry Shankle**

**Councilor Eric Vermillion**

**Councilor Leota Childress**

**Councilor Crystal Robles**

**Councilor RaeLynn Botsford**

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*In accordance with House Bill 2560, the City of Molalla adheres to the following practices:*  
*Live-streaming of the Molalla City Council Meetings are available on Facebook at "Molalla City Council Meetings – LIVE" and "Molalla City Council Meetings" on YouTube.*  
*Citizens can submit Public Comment in the following ways: attend the meeting, email the City Recorder @ [recorder@cityofmolalla.com](mailto:recorder@cityofmolalla.com) by 4:00pm on the day of the meeting, or drop it off at City Hall, 117 N. Molalla Avenue.*

#### **1. CALL TO ORDER AND ROLL CALL**

#### **2. DISCUSSION ITEMS**

A. Emergency Operations Presentation

#### **3. ADJOURN**

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*Agenda posted at City Hall, Library, and the City Website at <http://www.cityofmolalla.com/meetings>. This meeting location is wheelchair accessible. Disabled individuals requiring other assistance must make their request known 48 hours preceding the meeting by contacting the City Recorder's Office at 503-829-6855.*

# CITY OF MOLALLA EMERGENCY OPERATIONS WORK SESSION

- CITY OF MOLALLA
- COUNCIL PRESENTATION
- OCTOBER 10<sup>TH</sup>, 6:00 PM



•*Plan Administrator:* City Manager or Designee

•*Responsibilities:*

- Review and Update the EOP
- Coordinate with Clackamas County Emergency Management
- Facilitate Access
- Serve as Point of Contact
- Coordinate Education and Training



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## Plan Administration

# Document Security Directive

- EOP Classification: 'For Official Use Only'
- Intended for:
  - Elected Officials
  - City Department Heads
  - Emergency Management Staff
  - Emergency Services Agencies
  - Community and Private Sector Partners
- Use by Authorized and Trained Personnel



## Plan Distribution

- Digital Copies for Primary Agencies
  - Updates Electronically Shared
  - Hard Copies in Secure Location
  - Recipients Responsible for Updates
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- Sensitive Information Redacted as per Oregon Public Records Law





# Funding and Eligibility



2023 Update Funded via  
Emergency Planning  
Committee



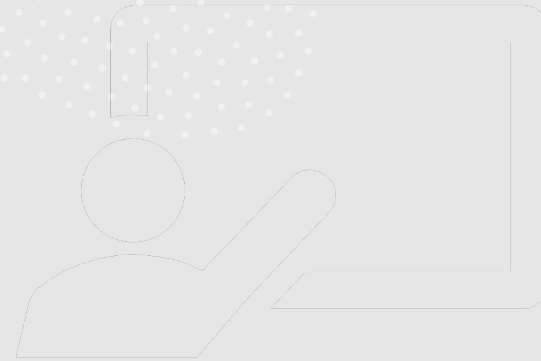
Follows State Homeland  
Security Program (SHSP)



Guided by Comprehensive  
Preparedness Guide (CPG) 101  
v.2

# Acknowledgement

- Prepared under City Manager's Direction
- Active Participation of Emergency Planning Committee
- EOP Committee Trained in ICS 100 and 200



# Plan Control Record

- Updates and Revisions Tracked and Recorded
- City Manager Responsible for Dissemination





# Letter of Transmittal

EOP Describes City's Response to Emergencies



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graph TD; A[EOP Describes City's Response to Emergencies] --> B[Residents' Responsibility for Preparedness]; B --> C[Consistent with Federal, State, County Laws]; C --> D[Signed by City Mayor and City Manager];
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Residents' Responsibility for Preparedness

Consistent with Federal, State, County Laws

Signed by City Mayor and City Manager

# Plan Organization- Basic Plan

Basic Plan with Functional Annexes

Overview of Plan Sections

# Functional Annexes

FOUR FUNCTIONAL ANNEXES



LISTS OF EMERGENCY SUPPORT  
FUNCTIONS (ESFS) COVERED

# EOP Action Guide

Overview of  
Emergency  
Operations

Associated EOP  
Sections

Contact  
Information for  
Immediate Threats

# Emergency Operations-Associated EOP Section

Receive	• Action 1: Receive Alert of Incident
Assess	• Action 2: Assess the Situation
Notify	• Action 3: Notify Key Personnel
Activate	• Action 4: Activate the EOC
Establish	• Action 5: Establish Communications
Identify	• Action 6: Identify Key Incident Needs
Inform	• Action 7: Inform OERS
Declare	• Action 8: Declare a Local State of Emergency



# Introduction-Plan Sections

PURPOSE  
AND SCOPE

SCOPE AND  
APPLICABILITY

PLAN  
AUTHORITY

KEY  
DEFINITIONS

# Community Risk and Resilience

Community Profile

Hazards and Threats

Risk Assessment

Hazard Mitigation

# Jurisdictional Authority and Emergency Powers

Jurisdictional Emergency Management Authority



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graph TD; A[Jurisdictional Emergency Management Authority] --> B[Responsibilities of Elected Officials]; B --> C[Emergency Powers]; C --> D[Declaration Process];
```

The diagram consists of four blue rectangular boxes arranged in a descending staircase pattern from top-left to bottom-right. Each box contains white text. The boxes are connected by three light blue downward-pointing arrows, indicating a sequential flow from the top box to the bottom box.

Responsibilities of Elected Officials

Emergency Powers

Declaration Process

# Local Emergency Management Agency

City Requirements



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graph TD; A[City Requirements] --> B[Jurisdictional Emergency Manager]; B --> C[Role and Responsibilities of City Emergency Manager]; C --> D[Emergency Operations Center];
```

The diagram illustrates a four-step hierarchy for a Local Emergency Management Agency. It consists of four horizontal bars of decreasing width, each containing a text label. The bars are colored in a gradient from orange at the top to gray at the bottom. Downward-pointing arrows connect the right side of each bar to the left side of the bar below it, indicating a sequential flow from top to bottom.

Jurisdictional Emergency Manager

Role and Responsibilities of City Emergency Manager

Emergency Operations Center

# Partner Organization and Cooperation

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Whole Community Partners

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City Departments

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Community and Private Sector Partners

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State and Federal Agencies

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Individuals and Households



# Concept of Operations

RESPONSE PRIORITIES

EMERGENCY CLASSIFICATION

INCIDENT COMMAND SYSTEM

OPERATIONAL COORDINATION

FIELD OPERATIONS

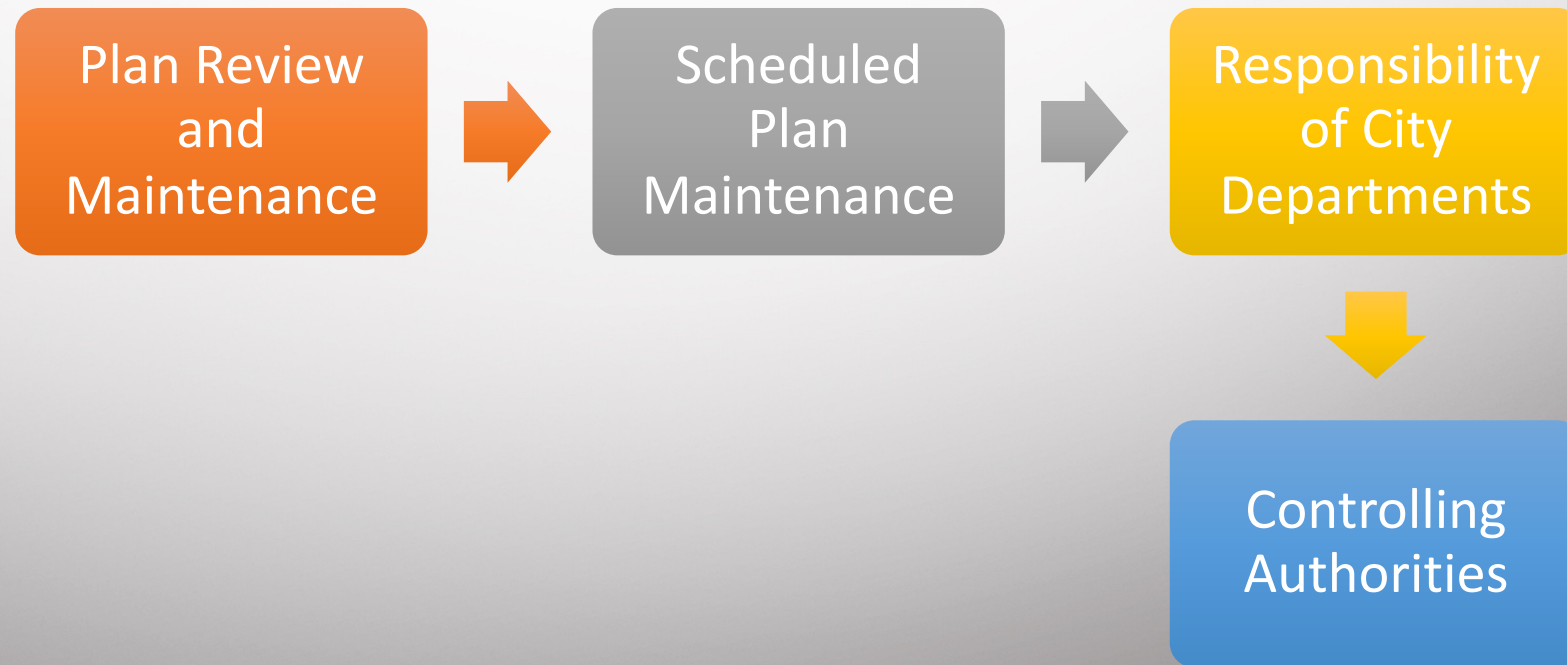
POLICY GROUP



# EOC Management

- EOC Team Organization
  - EOC Manager
  - Public Information Officer
  - Safety Officer
  - Liaison Officer
- 
- General Staff

# Program Sustainment



# Functional Annexes-Management Services

ESF 5 Information and Planning

ESF 7 Resource Support

ESF 14 Public Information

ESF 15 Volunteers and Donations

ESF 18 Business and Industry

# Functional Annexes-Emergency Services

ESF 2 Communications

ESF 4 Firefighting

ESF 9 Search and Rescue

ESF 10 Hazardous Materials

ESF 16 Law Enforcement



# Functional Annexes-Health and Human Services

ESF 6 Mass Care

ESF 8 Health and Medical

ESF 11 Food and Water

ESF 17 Agriculture and Animal Protection

# Infrastructure Services

ESF 1 Transportation

ESF 3 Public Works

ESF 12 Energy

# Questions and Discussion

- Open Floor for Questions and Discussion





Thank you

