



## *Public Safety Advisory Committee Meeting Minutes October 26th, 2016*

**Present:**

Terry Hill  
Steven Marker  
Grant Murrell  
Cathi Forsythe

**Absent:**

Stacy Talus

**Staff:**

Gary Kirby, Sergeant  
Kristi Walls, Records Specialist  
Ted Tosterud, Council Liaison

**1. Call to order:**

Meeting was opened by Chair Marker at 6:00 PM.

**2. Roll Call:**

Roll was called by Kristi Walls, Records Specialist  
Please see the above list for present and absent committee members.

**3. Approval of minutes:**

Chair Marker moved to approve the August 1st, 2016 minutes. Member Forsythe seconded. The motion was passed unanimously.

**4. Citizens wishing to speak on non-agenda items:**

No Citizens wishing to speak.

**5. Presentations: Sergeant Gary Kirby for Interim Chief Harry Smith**

Prior to Sergeant Kirby's presentation Chair Marker informed the group that he had spoken with Interim Chief Smith. After speaking with Interim Chief Smith he felt that it was important to share with the group that they have a wait and see attitude before voting on whether to support the merger or not. PSAC will wait until council has more information before they vote on the decision to support or not.

Chair Marker said that it's not about the merger it's about losing the police department.

Kirby read the memo from Interim Chief Smith regarding the Emergency Management Plan. (See attached).

**6. Committee Presentations:**

None

**7. Old Business:**

**9. New Business:**

Chair Marker said he had worked a couple of events with Steve Bullock from Multnomah County Emergency. Bullock told Chair Marker that if we have the Emergency Preparedness document ready and in PDF format, we can send it to him for print and he will ask Multnomah County to provide the monies for printing.

Chair Marker said he will call Steve Bullock and let him know that we are ready for printing the document and see he can get it printed at no cost for us.

Member Forsythe would like to get the document on the website before the actual printing takes place.

Member Murrell suggested that we only have Multnomah County print 300 to start with. We can have the officers carry them with them and hand them out. We can also advertise on the website and the newsletter that they will be available at City Hall to pick up.

Counselor Cooper suggested handing some out to key members of the community, such as church leaders.

Marker told the group that he did an Emergency Preparedness presentation at Smith Memorial Church. One of the church members is a retired FEMA employee and would be willing to talk with PSAC.

Chair Marker also told the group that there is an Emergency Preparedness seminar for city leaders being held at the Convention Center on November 1<sup>st</sup> and 2<sup>nd</sup>.

Chair Marker mad a motion to contact Multnomah County and ask to get 300 copies of the brochure printed. Member Forsythe interjected that the document first needs to be customized for Fairview. Member Forsythe said she would contact CA Young and get the information and permission to spend the monies to customize the document.

Chair Marker made a motion to go to CA Young for authorization to spend monies to modify document for Fairview. Member Forsythe seconded. The motion was passed unanimously.

Member Hill told the group that he attended the Troutdale Recreation Emergency Preparedness program. It was very informative. It was free and well attended. Member Hill suggested that we do a similar two night seminar here for Fairview citizens also.

Member Forsythe made a motion to put something on the calendar for an Emergency Preparedness presentation for citizens. Member Murrell also suggested that it include First Aid and CPR training. Member Murrell made a motion to recommend to City Council that an Emergency Preparedness Seminar be put on the calendar. Member Forsythe seconded. The motion was passed unanimously.

Member Murrell suggested that Mike Reese come in and talk to PSAC about the consolidation.

**10. Adjournment:**

Chair Marker motioned for adjournment. Member Forsythe seconded. The motion was passed unanimously. The meeting was adjourned at 7:19 PM.

Next meeting is scheduled for November 7th, 2016 at 6:00 PM.

Submitted by

Kristi Walls  
Records Specialist  
10/26/2016

*Kristi Walls*

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Approved by

*H A Mark*

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Date

*11/7/2016*

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## Disaster Preparedness

Ages 18 years & Up

**New!**

You have likely heard about the 'Big One', an earthquake of substantial magnitude called Cascadia, that is due to strike in the Pacific NW. This earthquake will cause significant damage and disruption. This upcoming FREE two-class series is a presentation designed to provide you with the information you need to build your level of preparedness.

Preparedness begins with understanding your risks. From that foundation you can determine your plan of action, and begin building your level of preparedness to protect yourself, your loved ones, and your community and/or business.

These two evening presentations will cover: the impacts of disasters, roles of government and the public, opportunities for connecting into the response and recovery system, how to enhance your disaster resilience by building community connections, how to develop your disaster response and recovery plan, as well as ways to put together disaster supplies.

*people Helping People*



**COST: Free,**  
but you do need to register:  
[www.troutdaleoregon.gov](http://www.troutdaleoregon.gov)

**Class size is limited,**  
please register early.

Thursdays 6:00-8:30pm

#420: 10/20 & 10/27

(Register by 10/17)

**LOCATION:** Kellogg Community Room,  
Troutdale Police Community Center,  
234 SW Kendall Ct.

**INSTRUCTED BY:** Craig Ward,  
Troutdale City Manager and  
Emergency Manager, and Alice Busch,  
EMT, CEM, Operations Division Chief,  
Multnomah County Emergency  
Management

**QUESTIONS:** Contact Craig Ward,  
503-674-7233





**Harry Smith**  
*Interim Chief of Police*

(503) 674-6200  
FAX (503) 492-4859

1300 N.E. Village St., Fairview, OR 97024

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INTEGRITY - PROFESSIONALISM - PARTNERSHIP - INNOVATION - COMMUNICATION - EMPOWERMENT

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To PSAC Members,

I'm very sorry I could not be there for today's meeting, however, I would like to provide some thoughts to you regarding the development of a "stand alone" emergency plan for the city. Initially, this was thought to be a plan for the "first 3-5 days" of a crisis for outlining City responses to a variety of crises until help from outside the City arrives. It is impossible to plan for every contingency, so it is practical to take a role, responsibility, and functional view to our plan.

While talking with Multnomah County Emergency Manager Chris Voss regarding what this plan should look like, he referred me to the FEMA CPG 101 Planning Guide. After researching that, I found that the City of Fairview 2012 Emergency Operations Plan that was prepared by Ecology and Environment Inc. meets these standards. Within that plan, there is the information that is needed to approach many of the hazards that were envisioned we might face. That plan is very robust, which is emergency management speak for large and unwieldy. With that in mind, I would like to propose to the PSAC the following recommendation for proceeding onward.

- 1) Some of the City and area-specific information contained in the 2012 Fairview EOP needs to be updated. I would recommend that the current plan be scoured for City and area-specific information and contacts and be verified/updated for a 2016 version to be published.
- 2) Prepare an executive checklist using the EOP as a basis for City leadership to use as easy reference in a crisis to ensure that proper notifications are being made, ICS/NIMS systems are up and running, and information is being properly channeled.
- 3) Conduct a formal City of Fairview Resource analysis to ensure that we are aware of City capabilities for crisis response. We cannot plan for the "first 3-5 days" if we don't know what we as a City are currently capable of accomplishing. With this analysis, we will have a more realistic picture of expectations in a variety of hazards.
- 4) Develop a formal, coordinated community interactive preparedness program that consists of community education and resources (as funding allows) to educate citizens to network within their neighborhoods; create personal/family emergency plans; and create personal stores of emergency supplies.
- 5) Develop opportunities for the City to exercise EOP and document the efforts, strengths, and areas of improvement. Work directly with Multnomah County Emergency Management in this effort for exercise support.