

The City of Columbia City

In Columbia County on the Columbia River



Hazard Mitigation Planning Group Meeting Minutes – April 1, 2013 - 6:00 p.m. City Hall, 1840 Second Street Columbia City, Oregon 97018

Members Present:

Kelly Niles, Vice-Team Leader

Gary Hudson

Michael McGlothlin, Chief of Police

Micah Rogers, Public Works Superintendent

Anne Parrot, Emergency Preparedness Coordinator, Public Health Foundation of
Columbia County

Lorne Clark, Plant Manager, Dyno Nobel

M. Gregg Bailey, Sr. Health & Safety Representative, Dyno Nobel

Meeting called to order at 6:05 pm

Topics:

Continued discussion regarding emergency response issues: Lorne Clark led the discussion regarding this topic as to its involvement with the Dyno Nobel Plant. Lorne updated the rest of the team that Dyno Nobel has forwarded a draft of their Emergency Operations Plan Manual to CRF&R personnel. Further meetings and communication will take place between their two offices in regards to study sessions, communications, and operational planning. Lorne also briefed the team regarding narrow-banding communications requirements and possibilities of shared access communications channels.

Discussion took place in regards to a CAN System update. Chief McGlothlin briefed, on behalf of City Administrator Rivers, that the city's website hyperlink for CAN registration has been installed and is operational, that the CAN System can be linked between a cell phone number and a physical residential address within the city, and brought the rest of the team up to date on citizen outreach and

registration efforts.

Discussion to place in order to review plans for proposed Columbia City “Emergency Management Fair”. Chief McGlothlin presented a “working shell” of topics and ideas, and asked each team member to review and supplement by the May 2013 planning group meeting. As well, a review of supplemental material and team assignments for this project will take place at the May 2013 planning group meeting.

Discussion took place in order to remind the team about the planned annual review and update of the Hazard Mitigation Plan, Goals, Action Items, and Mitigation Action Plan Matrix. Anne Parrot asked that she be provided an electronic copy for review purposes. Chief McGlothlin said that he would forward this request to City Administrator Rivers. Planning group confirmed that this activity will be conducted in the May/June 2013 planning group meetings.

The planning group elected Vice Team Leader Kelly Niles to the position of Team Leader.

Meeting adjourned at 6:36 p.m.