



CITY OF YACHATS
EMERGENCY PREPAREDNESS MEETING
SUMMARY
OCTOBER 7, 2024

The regular meeting of the Emergency Preparedness Committee was called to order by Chair Linn West at 2:00 p.m. in the Civic Meeting Room of the Yachats Commons. Members present: Kathy McCullough. Absent: Don Groth, Katheryn Torrence, Tracy Cahn, Drew Roslund, Jill Asch, Susan Oppenheimer, and Steve Oppenheimer. Staff: Recorder Kimmie Jackson, City Manager Bobbi Price and City Clerk Neal Morphis.

Audience: 6

I. Announcements & Citizens' Concerns None.

II. No Reports for today's meeting

III. Current Business

Discussion where it was noted that several team members were absent due to holidays and vacations; discussed the need for better coordination with Lincoln County and suggested scheduling events to avoid simultaneous times; it was proposed that multiple coastal cities could alternate hosting events to reduce the strain on volunteers; The chair mentioned working on a protocol and schedule for this, and planned to communicate these ideas to Lincoln County; also noted that while attendance was good, speaker attendance was not as strong as expected, discussed logistical issues, such as moving the kids section to a corner of the multipurpose room for better accessibility; suggested holding events on the stage for proximity and proposed adding more vendors, speakers, and raffles for them. It was estimated around 30 backpacks were sold at the event, with 10 more sold afterwards.

Continued discussion for the need to start looking at the Conex supplies and suggested sending out a list of what's in them for everyone to consider additional items to purchase; also mentioned the possibility of moving the South Water tank Conex to an adjacent piece of property but decided against it due to accessibility issues for people with disabilities. The Chair proposed identifying assembly areas and transporting supplies to them rather than trying to get people up the hills. It was suggested communicating with a group near the Yachats Memorial Park, which could be a good assembly area, and emphasized the need to establish people nearby who could respond and open the conexes; to establish protocols and procedures for utilizing and setting up the conexes. Suggested the idea of starting with the protocol and contents of each Conex and beginning the process of looking for sites for assembly areas and conexes.

Attendees discussed the need for better emergency preparedness and budgeting, suggesting an annual fair and raffle system to encourage attendance; considered

1 alternating venues between Yachats and Waldport. The city manager informed the group
2 about a tabletop exercise planned by the research associates for the Lincoln County
3 Evacuation plan for November 18th. The chair will email the committee members, noting
4 that attending the exercise could help the committee understand how a tabletop works.

6 **Planning and Emergency Protocols**

7 The group emphasized the need for a monthly focus on preparedness, particularly in
8 light of upcoming rains and potential power outages; it was suggested asking questions
9 to encourage discussion and planning, and the need to decide on a plan for a potential
10 power outage, such as using the Commons as a warming center. It was discussed
11 using the Commons and that it has a generator set up there, but it hadn't been officially
12 established as a shelter. Also, it was suggested the need for additional supplies like
13 blankets, mats, snacks, water, and the possibility of using the kitchen for hot drinks. The
14 team agreed to further discuss these matters and establish protocols for managing the
15 kitchen and stove during emergencies.

16
17 Member McCullough was assigned to write the newsletter that is due on the 21st.

18 **Next steps**

- The Chair to send out the list of supplies in the conexas for review and consideration of additional items.
- The Chair to contact Samantha at the county about coordinating fair schedules with neighboring communities.
- Committee to review Conex documents and develop protocols for setup and operation.
- Committee to identify nearby residents who could respond and open conexas in an emergency.
- The Chair will notify Groth to start working on a budget for emergency preparedness needs.
- Committee to plan for attending the November 18th tabletop exercise on evacuation plans in person.
- McCullough to draft the article for the next newsletter.
- Committee to set up a protocol for using the Commons as a warming center during power outages, and the need to consult with city staff to determine where the liability and responsibility lies.

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21 **Meeting adjourned at 2:44pm**

22 **By: Kimmie Jackson, Recorder**