

1. 2:00 P.M. Agenda

Documents:

[2024-11-04 Emergency Preparedness Agenda.pdf](#)

2. Meeting Material

Documents:

[2024-10-07 EP Summary.pdf](#)
[Conex_1_2_Inventory_2023.Pdf](#)
[Conex_3_Contents.pdf](#)



CITY OF YACHATS
EMERGENCY PREPAREDNESS COMMITTEE
Monday, November 4, 2024 at 2:00pm
To Be Held Via Zoom & In Person Located at:
Commons Bldg., Civic Meeting Room 1
441 Hwy 101 N., Yachats, OR 97498

Join Zoom Meeting

<https://us02web.zoom.us/j/88005525235>

Meeting ID: 880 0552 5235

Find your local number: <https://us02web.zoom.us/u/kfMynXC5V>

AGENDA

- I. Call to Order**
- II. Announcements & Correspondence**
 - a. No paper documents at meetings beyond the agenda – bring your laptop
 - b. Prospective Volunteer – Tom Rafalski starting 1/2025?
 - c. November 18th Tabletop Exercise (Research Associates)
- III. Citizen's Concerns**
- IV. Reports**
 - a. Fire Dept Report - Need for Fire Dept Representative
 - b. Meeting Summary of October 2024
- V. Current Business**
 - a. Newsletter Articles - need writers, short article each month
 - b. Establish a document to use Commons as a Warming Center
- VI. Ongoing Business**
 - a. Establish Focus/Use of each Conex
 - c. Volunteer to review Conex supply lists and suggest additions/modifications (1-2)
Contents review – suggestions for additional items (ALL)
 - d. Protocol at a Conex-update (Linn)
 - i. Develop Contacts at each Conex to open the door
 - e. Wayfinding to Conex (1-2 volunteers)
- VII. Other Business**
 - a. From Commission
 - b. From Staff

This is a sub-committee working on behalf of Public Works & Streets Commission. This meeting is open to the public and interested citizens are invited to attend. This is not a community forum; audience participation is at the discretion of the sub-committee members. The Audio of all public meetings are available for review at City Hall, or on the City website at www.yachatsoregon.org. A sign language or foreign language interpreter may be available, with advance notice. Call City Hall at 541-547-3565 or Oregon Relay 1-800-735-2900 (TDD) two days in advance.
Posted 10/23/2024 By: Kimmie Jackson, Recorder.



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

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

Planning and Emergency Protocols

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

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

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.

Meeting adjourned at 2:44pm

By: Kimmie Jackson, Recorder

Emergency Supply List

Sheet No.	1	Date	January 16 2023
Performed By	Sanders, West, Erdahl, Cox	Department	

Inventory No	Item Description	Radar Rd	Inventory No	Crestview Dr	Notes
	Bowls (1000 per box)	1		1	
	Air Mattress - Lg				
	Air Pump				
	Blankets – Wool (12/bx)	9		11	
	Blankets – Space	240		240	
	Blood Clotting Material				
	Body Bags (6 per box)	2		17	Redistribute?
	Bright Light Sticks (6in)	250		250	EXPIRED replace?
	Bungee Cords (100 per box)			1	
	Camp Stove				
	Card Table - small				
	CERT backpacks			8	WATER EXPIRED 2013 Redistribute?
	Cert Duffle bags w/Crowbars			3	Redistribute?
	CERT Water Resistant Documents			1	
	City Water Maps	1		1	
	City Water System Maps (set)				
	Cooking Set (13 pcs)				
	Cups – 16oz (1000 per box)	1		1	
	Duct Tape (rolls)	7		5	
	Electricity maker (Power Pot)	1		1	
	Emergency Radio	1		1	
	First Aid Kits	5		5	
	First Aid Kits – Large (150pcs)				
	First Aid Kits in tubbies (black)				
	First Aid Medical Supplies	1		1	
	First Aid Surgical Pads (25 per box)	16		16	
	First Aid card board splints (50/bx)	1			
	Flashlights w/batteries				
	Foam rubber mats (60 per box)	3		2	
	Food wrap – self adhering (box)			2	
	Flexible splints			22	
	Gas Cans – 5 gal	1		1	

Inventory No	Item Description	Radar Rd	Inventory No	Crestview Dr	Notes
	Gauze pads - box			1	
	Generator Sportsman Gas Powered 4000wt	1		1	
	Gloves – Plastic				
	Gloves – Nitrile box			1	
	Grain Hand Mill	1		1	
	Hand sanitizer (7bx in cs/24 per bx)	4		4	
	Ice Chest				
	Inverter	1		1	
	Kenwood VHF Portable radios w/chargers	3		4	
	Ladder – 6ft	1			
	Lanterns	4		4	
	Matches- Waterproof/plastic/pks	4			
	Matches – Waterproof/pks	5		5	
	Matches – regular pks	2		1	
	Matches – Wet Fire-pks	5		5	
	Napkins - paper				
	Opener - Bucket				
	Paper Towels (24 rolls/box)	2		2	
	Pillows				
	Plastic Buckets w/lids 2.5 gals	15		14	
	Plates – paper (500 per box)	2		2	
	Pots & Pans (20 per box)			2	Redistribute?
	Quick clotting sponge (5)				
	Rope (50ft)	5		4	
	Shovels - Round point	3		2	
	Solar Panel & Battery– Goalzero (Nomad)	1		1	
	Space Blanket – see Blanket, Space				
	Stove units boxes	3			
	Stoves – Flat fold w/fuel tablets (4per box)			3	
	Straps – black rubber for tarps (10ft)				
	Straps – black rubber for tarps (15ft)				
	Stretcher – Soft rubber	2		2	
	Stretcher - Sturdy backboard			1	
	Stretcher – Plastic nylon	7		7	

Inventory No.	Item Description	Radar Rd	Inventory No.	Crestview Dr	
	Tarps – Blue 10x12	15		15	
	Tarps – Blue 16x20 (6 per box)	3		2	
2	Tarps – Blue 6x12 (6 per box)	1		6	Redistribute?
	Tarps - 20x40	1			
	Tents - small	35		35	Approx.
	Thermal Pot - Lg				
	Toilet Paper Rolls (4/pk-9/rl)	1		1	
	Trash Bags (boxes/74 ea)				
	Toilet – bucket toilet w/water, food, space blankets	3		2	Buy more + toilet tents?
	Tools – Pry Bar	2		2	
	Tools – 168 pcs tool set	1		1	
	Tools – 14pcs – Wrench set				Replace?
	Trekker potable water unit & Supplies (small)	1		1	
	Utensil sets – Plastic (500 knives / 1000 forks / 1000 spoons)	1		1	
	Water Bladders – Canvas (in box)	3		2	
	Water Containers 5 gallon				
	Water Purification Unit (Nomad)	1			2 very large, heavy boxes
	Water – Portable Small			1	
	Water Filters for purification unit (9/per bx)	2			
	Water filters (6 per bx)	3			
	Ax	2		2	
	Pruning Saw	2		1	
	Hammer	1		1	
	Crescent Wrench	1		1	
	Channel locks	1		1	
	Screwdriver Set			1	

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Signature

Yachats Fire Dept. Cache	Green Items are perishable	Items placed in the Go Bag	2024
Cache	Amt in Conex		Notes
Conex			
20' Conex	1		20' "one trip" (includes delivery)
Cement Blocks for Foundation	10		Cement Block Pavers 4"x8"x16"
Dehumidifier	1		
Ground Prep	N/A		
Electrical Drop	N/A		
Incident Command			
dry box	1		Protective Case, for instuctions and batteries
Incident Command guidance protocol binder	1		Binder, 2" Rings
ICS flashlights	4		
AA batteries	500		
			.
Color coding labels	1		
sharpies	12		Packs of 12
Communication			
walkie talkies	4		Midland T61 VP3 32-mile range
NOAA Weather Radio	1		Weatherx WR182R
waterproof notebook	1		All Weather Notebook, 6-3/4" x 8-3/4"
H2O	blue		
Jugs with spigots	4		Reliance 7 Gal water container w/spigot
Drinking Cups	1000		paper Hot Cups 12 Oz. White 1000/Ct
SOS kits	4		SOS kits (55 gal barrel, pump, wrench)
portable water filters	150	x	Sawyer Mini filtration sys w/16 oz pouch
50 foot filling hose	1		
Water Bottles	150	x	Arrow H2O Traveler 1 liter bottle
Excretia Disposal	black		
Portable toilet	3		Fold-to-Go portable toilet
toilet paper	150		1 roll/person/week
Pop Up Toilet Tent	3		Pop Up toilet tents
quicklime (calcium oxide)	50 lb bag		check for local supplier!
rope (see below)			
gloves (see below)			
Sanitation	black		
household bleach	3 pk – 1.5 gal bottles		
5 gal bucket	1		
diapers - disposable	1 pk		expect 1-2 babies max
trash bags 45 gals/20	120	x (2 each bag)	contractor bags
hand sanitizer	10		

First Aid	red		
50 Person Trauma Kit	2		50 Person Trauma Medical Kit
medical lights	8		lanterns (require Aas)
body bags	50		
Food	orange		emergency ration (800 cal/person/day)=800*300*3 = 720,000
SOS emergency bars (2400 calories)	24 per case x 15		One third bar PP/Day for 2-3 days = 300 bars/24
small Zip lock bags	500		2 mil 6 x 10 bags to store remaining portion of bar. Food handed out on day one.
gloves	200		Food Grade Vinyl Gloves
knives	2		Knives
cutting boards	2		Crestware 9" cutting board
probiotics	6		BiMart Advanced Probiotic Caps (60 count)
Lighting/Power	yellow		
lanterns for tent/bathrooms/camp	20		Eveready LED 360 camping lantern
flashlights	150		Thrulite LED flashlight
Shelter	green		
Twelve Person 16x11 straight wall tents	10		Core 12-person cabin tent 16’ x 11’
tarps 16 X 20	20		15x20 5.1 min
rope (see below)			
Personal Warmth	pink		
emergency blankets	200	x	mylar thermal blankets
ponchos	150	x	box of 6 need 25 boxes
hats	Almost 150	x	stocking type
warm gloves	Almost 150 pairs	x	stretch gloves
blankets (wool?)	150		to be a Fireside/Overleaf donation?
Tools	brown		
zip ties	500		Nylon 6/6 Cable Tie Kit, Black 650 pieces
duct tape	3		
pocketknives	2		
ladder	1		4 ft
rope- shelter & excretia	1000 ft		100 ft Peraline
shovels (large – 21”)	6		
shovels (small – 46”)	6		
Pets	white		
dog poop bags	100		
dog food	30		30lb - one dog eats 270 g/day-5,400g
Go Bags	purple		
backpacks	150	x	SJK 20 liter backpack
Power	white		
Solar Power Station w/cell	1		EcoFlow Delta Mini
Solar Panel	2		EcoFlow 160W Solar Panel
Cache Storage			
storage tubs	30		Storageware 23 gallon tubs w/lids
Storage Shelves	6		Installed
Storage Shelf (at end)	1		Installed

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