

1. 2:00 P.M. Agenda

Documents:

[2025-12-01 Emergency Preparedness Agenda.pdf](#)

2. Meeting Material

Documents:

[2025-11-03 EP Minutes.pdf](#)

[GOAL SUGGESTIONS.pdf](#)



CITY OF YACHATS
EMERGENCY PREPAREDNESS COMMITTEE

Monday, December 1, 2025 at 2:00 pm
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

AGENDA

- I. **Call to Order** – Kathryn, Kathy, Mary, Susan, Tom, Drew, Don, Linn
- II. **Announcements & Correspondence**
- III. **Citizen's Concerns**
- IV. **Reports**
 - a. Fire Dept Report (Linn - No Report)
 - b. Finance Report (Don)
 - c. Reports:
 1. Mapping (Linn)
 2. Restaurants for Emergency Shelter (Mary)
- V. **Current Business**
 - a. Status of Cemetery Conex
 - b. Red Cross Emergency Simulation = October 9, 2025
Review participation of Committee
 - c. Article for Newsletter Oct.
- VI. **Ongoing/New Business**
 - a. OEM Grants
 - b. Order for Conex -determine priority items
 - c. Order for Commons Shelter - determine priority items
 - d. Crestline & Radar Conex repair/paint
- VI. **Other Business**
 - a. From Committee
 - 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 11/24/2025 By: Kimmie Jackson, Recorder.



CITY OF YACHATS
EMERGENCY PREPAREDNESS COMMITTEE
MEETING SUMMARY MINUTES
City Hall, 441 Hwy 101 N, OR 97498
Monday, November 3, 2025

- I. Call to Order Emergency Preparedness Meeting 2:00 pm**
- II. Roll Call** – Attendance was noted, with only three members present. No major decisions were made due to limited attendance.

Committee Members	P/A
Linn West, Chair	P
Don Groth	A
Drew Roslund	A
Kathryn Torrence	A
Mary Reeves	P
Kathy McCulloch	P
Susan Oppenheimer	A
Seve Oppenheimer	A
Tom Rafalski	A

Staff Members	
Kimie Jackson, Recorder	

III. Announcements / Correspondence

IV. Citizens' Concerns - None

This was an informal discussion on the items below.

Shelter Operations

The committee discussed local shelter readiness and agreed that the City can operate independently of the Red Cross for smaller events. Wristbands will continue to be used to secure sleeping areas. Room 3 was designated for registration and sleeping, and the main room for greeting, waiting, and first aid. Intake forms will include screening for medical and mental health needs.

First Aid and Supplies

A new shelter first aid kit is being assembled with laminated setup instructions and medical record forms. Volunteers are encouraged to obtain food handler certifications to allow meal preparation on-site. The members reviewed sanitation for cots and approved collecting donated sweatshirts, sweatpants, and blankets through community outreach.

Storage and Equipment

Supplies will be stored in lockable cabinets and a Conex container at the cemetery site, which Public Works will prepare mid-November. Electrical service will be installed underground.

Communications and Training

The committee discussed radio use and emergency communications. A training session will be held in early 2026 for committee members, Public Works, and city staff. Communication between Conex sites, City Hall, and the Fire Department will be included in the plan.

Next Steps

Assignments include finalizing the first aid kits, completing the Conex site preparation, and developing a simplified radio communication plan. The next meeting will include an inventory and equipment review.

Adjourn Committee Meeting at 3:25 pm

Minutes prepared by: Kimmie Jackson, Recorder

SUGGESTED GOAL CONCEPTS FOR CITY COUNCIL TO INTEGRATE INTO 2026 GOALS FOR CITY OF YACHATS

From Public Works & Streets Commission

1. Identify and pursue avenues to sustain a water supply to support future City growth.
2. Pursue creating a Transportation Plan for the entire City to include:
 - a. Investigate options for traffic calming or slowing of vehicles on Hwy 101
 - b. Additional pedestrian safety solutions along Hwy 101 and added means to cross Hwy 101
 - c. Improvement of pedestrian and vehicle safety throughout the city streets
3. Prioritize streets to improve conditions for vehicle and pedestrian use, integrating with infrastructure improvements.
4. Continuing improvements on the city infrastructure as identified in the Master Plans of Water, Wastewater and Stormwater.
 - a. Investigate new and innovative approaches to systems improvement.
5. Enact new Public Works Standards to coordinate with Planning and future development to the City.
6. Establish Street Lighting Standards to complement Planning Commissions Lighting Standards.
7. Review Public Works Protocols and Policies for updating.

From Emergency Preparedness Committee

1. Establish and prepare the Commons to be an Emergency Shelter when individuals are temporarily displaced from their homes.
2. Improve the quality, quantity and organization of supplies stored for major events, to include:
 - a. protocols for nearby key individual(s) to be in charge of the container.
 - b. Create a means for distribution of supplies in an event.
3. Develop and distribute educational & instructional materials to Residents for personal preparedness on a regular basis.
4. Improve communication systems and protocols in time of an emergency.