

# B E L L I N G H A M

## Local Emergency Planning Committee

Minutes of the meeting of September 23, 2008

### **Roll Call**

Debra Jones (BTC), Gayle Shipley (WWU), Sheryl Hershey (Cold Storage), Ron Cowan (Bellingham Schools), Beth Melius, Marcus Deyerin, John Wolpers, and Greg Stern (Health Department), Loni Rahm (Tourism), Clare Fogelsong (CoB Public Works), Randy VanderHeiden (Medic One), Bob Jacobson (CERT), Andy Day and Don Davis (OEM).

### **Call to Order**

Meeting called to order at 1:00 p.m. by Andy Day from the Bellingham Office of Emergency Management (OEM). The group agreed that future meetings will be scheduled to begin at 1:30 and last until 3:30.

### **Tour of City of Bellingham Incident Command Post Facility**

Attendees toured the city's Incident Command Post and received a presentation on the organization of the incident management system.

### **LEPC Organization**

Discussed draft Operating Guidelines (by-laws and charter) document. In addition to formatting issues, questions raised about membership requirements. OEM will revise the document to clarify membership requirements and bring back the document for consideration at the next meeting.

### **Planning**

#### Goals and Objectives

A proposed list of LEPC goals and objectives was presented. Aside from expanding the audience to all organizations (not restricted to public entities), consensus was the document was acceptable.

### **Working Groups**

#### Community Training and Exercise

The group met on August 28 and went through a process of identifying the target capabilities we'd like to focus on developing through the training and exercises. The group agreed that interoperable communications, resource management, and incident management were core capabilities germane to all disasters. Consensus was to design exercises to support development of the following five capabilities:

- Medical Surge
- Public Safety and Security
- Mass Care
- Recovery and Mitigation

### Critical Infrastructure Protection (roads and utilities)

At the next meeting (see calendar) plan is to use the stair-step approach to develop a multi-year plan.

### Public Education

OEM has secured the services of a research firm to assist the workgroup in developing a social marketing-based approach to preparedness messaging.

### Public Information Officers

An inter-agency workgroup of officials with public information responsibilities is emerging from a broader professional communicator's network. The group will meet on October 6 to tour the CoB Incident Command Post.

### Recovery

Many of the participants in the recent Integrated Emergency Management Course (see below) were convinced of the critical role recovery activities play in returning the community to operation after a disaster. A meeting is slated (see calendar) to identify the issues and activities related to this function.

## **Agency Updates and Sharing**

### Western Washington University

- Big Ole steam whistle is being remodeled to increase volume. Testing, to be announced, will follow.
- Campaign to register student cell phone numbers for contact by PIER system progressing well.

### Bellingham Technical College

- Installed an external broadcast speaker system for use, in conjunction with internal system, for public warnings.
- Completed an active shooter exercise in partnership with Bellingham Police.

### Whatcom County Public Health

- Name Disaster Medical Service Delivery System initiative changed to Disaster Health Coalition for consistency with regional efforts.
- Marcus Deyerin hired as new Emergency Response Specialist. Marcus brings a background in emergency management from King County and great enthusiasm to improve levels of community preparedness.

### Bellingham Public Schools

- Shared experiences of recent standoff incident near Geneva Elementary.

### Office of Emergency Management

- 70 members of the community, including the Mayor and County Executive, recently participated in an Integrated Emergency Management Program at the

National Emergency Training Center in Maryland. The four-day course, specifically focused to an earthquake Bellingham, included presentations by experts in the four phases of emergency management as well as functional exercises.

- A CoB incident management team, consisting of over 70 employees, has been formed to perform incident management functions during large-scale events.
- Disaster preparedness presentations are in the process of being delivered to all city employees with the goal of increasing resiliency at home in order to enable employees to report for duty during disasters.

Meeting Adjourned at 3 p.m.

### Calendar

<b>Date</b>	<b>Time</b>	<b>Meeting</b>	<b>Location</b>
9/30	9:30-11:30	Disaster Recovery	Fire Training Center 620 Alabama Street
10/2	10-12	Public Education	Office of Emergency Mngt 2209 Elm, Suite 207
10/6	1:30-3:30	Public Information Officers	Public Works Operations 2221 Pacific Street
10/8	1:30-3:30	Training & Exercise	Office of Emergency Mngt 2209 Elm, Suite 207
11/25	1:30-3:30	Local Emergency Planning Committee	Health Education Center 3333 Squaticum Parkway