



Draft Minutes

DISASTER MANAGEMENT COMMITTEE MEETING

August 25, 2010, 5:30 p.m.

SanTan Conference Room

1. Call to Order and Introductions

Fire Chief Van Summers, called the meeting to order at 5:38 p.m. The following people were in attendance:

Committee Members:

Andrew Fritz, Committee Chairman	Queen Creek Resident
Bruce Barnes	HAM Radio/QC CERT
Jason Gad	Queen Creek Resident
Chris Clark	Queen Creek Resident/HOA Rep
Dr. Gary Smith	QCFD Medical Director
Bill Lehman	Queen Creek Resident/QC CERT

Town Staff:

Van Summers	Fire Chief
Joe LaFortune	Emergency Management Coordinator
Keith Lloyd	Battalion Chief
Angie White	Sr. Administrative Assistant

Guests:

Gordon Mortensen	Queen Creek Resident
David Edwards	ASU Professor, Emergency Management

Absent:

Nancy Diab, Committee Vice Chair	HUSD - Vice Principal, Cortina Elementary
Rustyn Sherer	Queen Creek Chamber of Commerce
Jennifer Carson	QCUSD – Counselor
Mary Masellis	QCUSD - Crisis Manager

2. Public Comment:

No public comments were made

3. Items for Discussion

A. Consideration and possible approval of April 28, 2010 meeting minutes

A **MOTION** was made by Committee Chairman Andrew Fritz and seconded by Mr. Clark to approve the minutes dated April 28, 2010. The motion carried unanimously.

B. Communications Plan

Bruce Barnes provided an overview of amateur radio and his background with RACES, approximately 5-6 years experience. He introduced a Communications Plan Conceptual Model which gave detail of what a DOC's Net Control would look like. He gave explanation of the ability to talk to all districts, and who gets to talk. Bruce Barnes said the repeaters have duplex frequencies and they are known throughout the east valley including Gilbert, and Mesa. He stated that all operators can hear radio conversations and suggested having pre-assigned frequencies (tactical channel). He also suggested the Town purchase a repeater to mount on the DSB building.

Chief Summers gave presentation of an EOC Communications Center, which included fire, MCSO, & Town department dispatch centers, net control, citizen and media hot lines, agency phone lines, and communications control. He stated that Bruce Barnes will be the representative of radio communications so we can get an understanding of what the needs are out in the field.

Chief Summers provided a District Team Communications plan to review which he mentioned that District One is a team, and this team will respond to a location within a district. He stated that a radio operator will respond as well. He pointed out that Dr. Smith will be assigned to Hazard Control.

Bruce Barnes asked if the Town will have radios. Chief Summers responded that Town employees will be provided with a radio, and citizens will have amateur radios. He said that people we've trained, CERT members or Ham radio operators are the people we want to be responders.

Gordon Mortensen pointed out that we need to compare people's expertise, maybe send an EMS person out with a radio operator. An example would be to send Dr. Smith out with someone who is a radio operator to assess the hazards, he would then come back to discuss with the supervisors to then be communicated to the EOC.

Chief Summers said that teams will be created based on the needs in the districts.

Bill Lehman asked if we communicate to the CERT members that they have to stand by to get deployed. Bruce Barnes added that if there's an event, as a radio operator or CERT member, he would call the EOC frequently to see if Net Control is up and running. He explained that if there is no answer, then he would be considered 'Net Control'. He said that people have to sense when it is appropriate to key up.

Andrew Fritz proposed that we integrate a CERT team that includes a radio plan. Chief Summers stated that training needs to get mapped out with the plan. He said at next month's meeting we will discuss what the model should be, determine who the radio operators should be, and train them on technical use of the radios.

Bill Lehman asked Bruce Barnes if there is a turnover rate with operators. Barnes responded that Ham radio operators have a hobbyist mindset, it is in their personal interest to be involved, rather than being drafted. He said he remembers when disaster drills were conducted, he felt as if he was part of the city. Barnes also stated that there are approximately 40-50 operators in the Queen Creek zip codes.

C. Disaster Management Training

Chief Summers provided an overview of Emergency Shelter Services. He explained that the Red Cross is federally designated nationally to respond. They will be handling resident registration and accountability, along with providing bedding, personal hygiene supplies, food and water. He said that the LDS churches will be important to our community for supplies as well, and between both the LDS branch and Red Cross, we should be sitting pretty well. He pointed out that the DOC will manage the shelters directly. He went over basic shelter services to include security, registration & accountability, sleeping quarters, facilities, food & water, medical services, supplies, a morgue (if needed), and pet services.

Bruce Barnes asked if the Red Cross brings in all the supplies. Chief Summers responded that they provide basic supplies, bedding, hygiene products, etc.

Jason Gad asked how long before the Red Cross will take over. Battalion Chief Lloyd stated that it would depend on if they have another deployment, but mostly it will take them about two hours.

Dr. Smith stated that resources within the Town can be made available within two hours, and that people need to be self sufficient for at least seventy-two hours. Chief Summers stated that Dr. Smith is right; we need to have the ability with volunteers to be self sufficient and be able to run our own shelter operations, supported perhaps by a command. He stated that we would organize the residents and create units, such as food delivery, preparation, and clean up.

Chief Summers briefly discussed the Pet Unit. He said if pets are brought to an emergency shelter and can be accommodated, a separate shelter apart from the main shelter facility will be made. He stated that we will use Horseshoe Park for larger animals.

4. Announcements

Next meeting scheduled for September 22, 2010

5. Adjournment

Meeting was adjourned at 7:08 p.m.

Passed and approved on _____

Andrew Fritz, Chairman