



# CITY OF West Linn

## **PUBLIC SAFETY ADVISORY BOARD MEETING**

Monday, May 20, 2019 (3<sup>rd</sup> Monday of May)

6:00 PM – West Linn Police Department – Community Room

1800 8<sup>th</sup> Avenue, West Linn, OR 97068

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1. Call to Order and Introductions
  2. Review/approval of Agenda
  3. Approval of Minutes
    - Monday, April 22, 2019 audio recording & written draft
  4. Old Business
    - Disaster Preparedness
      - Map Your Neighborhood
      - Other preparedness news
    - Teen Driving Safety
      - Selection Fall 2019
  5. New Business
    - Presentation – Incident Command System - Jeff Ennenga, Clackamas Comm. College
    - Topics for the coming year – bring ideas for discussion
  6. Staff Updates
    - WLPD
    - TVF&R
  7. Community Comments (5 minutes)
  8. Announcement of Next Meeting
    - Next regular meeting Monday, June 24, 2019, at 6:00 PM, West Linn Police Station
  9. Adjourn

# Meeting Summary

## West Linn Public Safety Advisory Board (PSAB)

May 20, 2019

**Call to Order & Introductions:** The meeting was called to order at 6:11 pm after moving over to the Willamette TVFR fire station. (No staff came to unlock the WLPD meeting room.) Members in attendance were Chairman, Tom Freedland, Kris Duncan, Judy Wiechmann, Amy Zmick, and Mike Megrath. Also attending were Stefan Myers (TVFR), Jeff Ennenga (Clackamas Community College) and Carolyn Jones (Guest).

**Approval of Agenda:** Kris Duncan requested that the topic of PSAB/Transportation Advisory Committee coordination be added to Old Business per the 4/22/19 PSAB summary.

**Approval of Minutes:** The written summary for the 4/22/19 PSAB meeting was approved by unanimous consent.

### OLD BUSINESS

Tom F. announced he had not yet pursued a dialogue with leaders of the Transportation Advisory Board regarding best ways to address community concerns about traffic safety. He asked Kris Duncan to send him a reminder to do so, to which she agreed.

### STANDING COMMITTEES REPORTS

**Disaster Preparedness:** Judy W. reported she discussed production of a map depicting homes that have participated in the Map Your Neighborhood (MYN) training with City staff. Before pursuing the project further, she wants to talk to officials to avoid any privacy violations.

Judy announced she will be speaking to the Rosemont Neighborhood Assn in the coming month to promote MYN and hopefully recruit team leaders. Two team leaders in other areas are still working to nail down a date for their meetings.

Amy Z. volunteered to develop several short MYN videos to post on social media. Judy & Amy will try to get together on this project before the next PSAB meeting.

**Teen Driver Safety:** Tom F. stated he had nothing new to report on this project.

### NEW BUSINESS

**Topics for the Coming Year:** Tom F. reminded members to submit ideas for focus discussions or presentations at future meetings.

**Presentation-Incident Command System:** The Chair introduced Jeff Ennenga, lead faculty of the Wildland Fire, Forestry, & Wilderness Forestry program at Clackamas Community College. In the summer, he works for the OR Dept. of Forestry as part of their Incident Command Team. Jeff explained that anything requiring a government response is considered an “incident.” This can range from a traffic accident to a major disaster. Post 911, FEMA has become the lead agency to develop a common, nationwide approach to manage incidence response, known as the National Incident Management System (NIMS). Any community that accepts federal funds for any type of program must follow NIMS.

One of the key features of NIMS is a common language or terminology. Another key element is “Management by Objective.” The three primary objectives are life safety, incidence stabilization, and property/environment conservation. Integrated communications, information & intelligence management, and chain of/unity of command are other key features. Depending on the length and scope of the incident, a manageable span of control and protocols for transfer of command (relief) come in to play.

Mr. Ennenga stated that 90 percent of incidents only last 4 hours and only require a small team to respond. He shared a handout showing a flowchart of a full incident command team. Just below the Incident Commander is a Public Information Officer and a Liaison Officer who works with the leaders of the four main sections (Operations, Planning, Logistics, and Finance/Admin). Within those sections are multiple units such as strike team, task force, resources, medical, food, facilities, time/payroll, and procurement. Within the state of Oregon, there are a number of incident command teams each with names assigned to their flowcharts. Each team member has been trained and certified to respond in accordance with NIMS. Stefan Myers noted that TVFR has its own ICS team in place and flows into the larger system as needed or commanded.

#### STAFF UPDATES

**TVFR Update:** Stefan Myers reported TVFR is stepping up efforts toward wildfire prevention. For the first time, dryness forecasts are worse this year west of the Cascades than they are east. The new Fire Chief will start that position July 1.

**WLPD Update:** The Chair said he received an Email message stating the new Community Service Officer will start May 22 and cross-train with the outgoing CSO. Interviews are scheduled for the following day for the two Sgt vacancies.

There being no further business, the meeting adjourned at 7:07 pm.

Respectfully submitted,

Kris Duncan (PSAB member)