

Emergency Management Council Meeting

Minutes July 11, 2023

Attending:

Mayors: Greg Wheeler, City of Bremerton; Rob Putaansuu, City of Port Orchard; Joe Deets, City of Bainbridge Island;

Board of County Commissioners: Commissioner Charlotte Garrido

DEM: Jan Glarum, KCDEM Acting Director; Michele Moen, KCDEM Office Assistant

ABSENT: Mayor Becky Erickson, City of Poulsbo

Call to Order: The Emergency Management Council (Council) meeting was called to order at 12:30pm by Council Chair Rob Putaansuu.

Comments of the Chair: No comments from the Council Chair Mayor Putaansuu, Mayor Deets asked for a motion to approve the EMC meeting minutes from April 4, 2023 with a second motion by Mayor Greg Wheeler. All in favor, Motion was approved unanimously.

Public Comments: None.

Discussion:

Interlocal Agreement changes:

Acting Director Jan Glarum discussed revisions to the ILA. Looking at the per capita, it can change annually, the land mass is probably going to stay fairly constant, so the contributions will be determined using the square miles versus per capita. That is the new baseline excluding Bainbridge Island.

The current contribution will be adopted with the current ILA. Mayor Deets asked if this includes Bainbridge Island \$22k contribution, Acting Director Glarum said yes, this includes their voluntary contribution. Looking at a 3-year budget, it will be stable for 3 years. The only thing that Acting Director Glarum can see that would impact this would be for Silverdale to be incorporated. We would re-evaluate at that point.

Notable changes to the ILA:

- Time commitment from the Cities
- Appoint an Administrator, someone who you would like to be responsible for Emergency Management in your jurisdiction, that would relieve you of some burdens
- Emergency Management Council function changed to advisory; strategic guidance, assist in the continuous evaluations of objectives, assessments of outcomes, and proactively recommend changes.

Written agreement, 2 attachments are provided; one being what services we would provide, the other what we would need from you in return.

Tenant Improvement Project Update:

DEM will be moving out of the Carver Street address by the end of July to a temporary offsite location. This has been a slow and gradual process. We have a temporary office location that is close to the campus so we can work out of there as well be close during construction. The campus is currently being prepped for renovation.

The end goals of the campus is to house DEM offices, house the Emergency Operations Center (EOC) and training rooms (seats about 30), provide Continuity of Operations Plans (COOP) and Continuity of Government space for Electeds, if you were forced to vacate your offices. The campus will also house the Auditors elections department for ballot tabulations. The facility will be a secure facility, with the only access in the front of the building.

Program Updates:

Outreach and Public Education:

We have started to get more partners in the expansion of RAVE; Suquamish Tribe is now on board, and working actively with County departments to see if we can get them on board as well.

Public Information Network has been on hold during the pandemic, but now starting up again.

We've ended our CISM (Critical Incident Stress Management) program, we are going to end programs that do not have a value. This has been taken on by other entities, they have their own in house programs that their staff can utilize if needed. We have not had any requests for this service for a number of years.

Dave has rolled out "Meet your street" program and receiving requests for community presentations and event participation.

Operations and Logistics:

Still supporting resource requests that come in, Expansion of the Mobile Command Center (MCC) use and capabilities, Collaboration for Fire Ops Chiefs and the facilitation of the campus move and tenant improvement project. Acting Director Glarum personally meets with the Fire Chiefs monthly.

Plans, Trainings and Exercises:

Training classes and topics are posted on our website www.kitsapdem.com

2 new Neighborhood Emergency Supplies and Tools (NEST) kits have been deployed in to the Community, we are going to start offering training and exercises to volunteers. We have agreements with those locations on how to access.

Mayor Putaansuu mentioned that Port Orchards Public Works office has offered 2 sites for NEST kits. Acting Director Glarum hasn't heard from anyone yet, will connect with Mayor Putaansuu.

Local Emergency Planning Committee (LEPC) meetings started up again in April. These are held every 3 months, and includes representatives from stakeholders and partner agencies in the county. This is all hazards planning.

Kitsap Public Health and Navy Exercises are coming up in the near future.

Revisions and updates to the following Plans; Comprehensive Emergency Management Plan (CEMP), Extreme heat plan, Refueling plan, Communications and credentialing plan, and Wildfire evacuation plans. All of these plans impact the county, this is where Acting Director Glarum would like to have your cities be a part of the planning process.

Evacuation Plans are All Hazard Plans with projected 2023 fire impact, Plans and status, builds off of Micro-Islands earthquake planning, as well as land and maritime routes.

Incident Action Plans (IAP) for events – emergency plans for sizeable events, current request for County IAP for Trace Adkins at the Kitsap County Fair. Future events with a significant attendance should have plans for: weather events, active shooter incidents, other catastrophic events as found in the county Threat and hazard Identification Risk Assessment (THIRA), and the Joint Hazard Assessment Team (JHAT) process.

Comments: None

Good of the order:

With no other business to discuss, the EM Council meeting was adjourned at 12:55 pm.

The next Emergency Management Council (EMC) meeting will be held on Tuesday October 4, 2023 at 12:30pm at the Norm Dicks Government Center.