

Emergency Management Exercise
April 1 2016
9:30 a.m. Stonecliffe Community Hall
EMERGENCY OPERATIONS CENTRE (EOC) testing – practicality & feasibility

Attendees – Councillor Grills, Councillor Reid and Councillor Foote
Staff - Melinda Reith, Noella LeBreton, Crystal Fischer and Wilfred Lamure,
Volunteers - Nancy Lamure, Betty Condie and Fran Kelly-Chamberlain.

The Community Control Group (CCG) and Emergency Operations Centre (EOC) Volunteers were asked to come out to a training/exercise April 1 2016. The concern over the past few months was how an Emergency Operations Centre (EOC) would impact the office during business, never mind how do we manage with all the extra people in the small space. So our main goal was to decide on the best location of the Emergency Operations Centre (EOC). The considering factors included: connectivity, work space, computer systems and privacy. After much discussion the final decision was that the Library would best suit the needs of the Community Control Group (CCG) during an event and so the library was chosen.

The discussion and feedback that followed was quite informative and was much appreciated by myself and I thank all for attending and offering so many ideas.

The following ideas were brought forward and discussed:

Township business -

- Council needs to decide what township business is to continue through an event.

Location of Emergency Operations Centre (EOC)

- Garage as a place to set up the EMERGENCY OPERATIONS CENTRE (EOC) – issue with connectivity and phone lines
- Portable ATTCO unit (ATTCO unit – how long is the delivery time)
- Resident's garage or house (liability issues)
- Library – Emergency Operations Centre (EOC) lots of work surface and internet capabilities. Portable phones would add extra phone lines. A white board may be needed for the library.

Kits -

- Whereabouts and access - to be placed in a unlocked cupboard which will be labeled "*Emergency Management Kit* "
- Add phones to kits as well as a fax machine (if fax machine does not fit find clear plastic container for it).
- Bob Reid has an extra phone/fax we can put in our alternate kit.
- Staple master forms to folders to ensure a copy is always handy – Gayle Watters to arrange.
- Food source for kits; the suggestion most liked was rations which can be purchased fairly reasonable and the shelf life is lengthy.

Phone jacks in the hall – tested the jacks and phone and all (except one) are working well.

- Jacks need to be repaired as the cover plates are loose.

Identification of volunteers and staff during an event.

- Order vests and label staff or volunteer
- Add badges to kits to be used to identify workers

Communications

- CB Radios = long range – Bob Reid

Generators

- What can be run? - Library and one computer in Melinda's office as well as furnace.
- Generac type product might be a better idea for our circumstances (\$7-10000)

Food Best Before Date (not necessarily a factor)

- At onset of event someone will/may need to run to Deep to pick up supplies to be used in the hall to feed people.

Newsletters -

- write an article in the Community Newsletter to keep people informed

Charge centre –

- for cell phones etc. to keep devices charged

A volunteer training later in 2016 will test out the arranging of volunteers in the roles needed to run an Emergency Operations Centre (EOC) and to update information etc. in the kits.

Gayle Watters

April 5, 2016