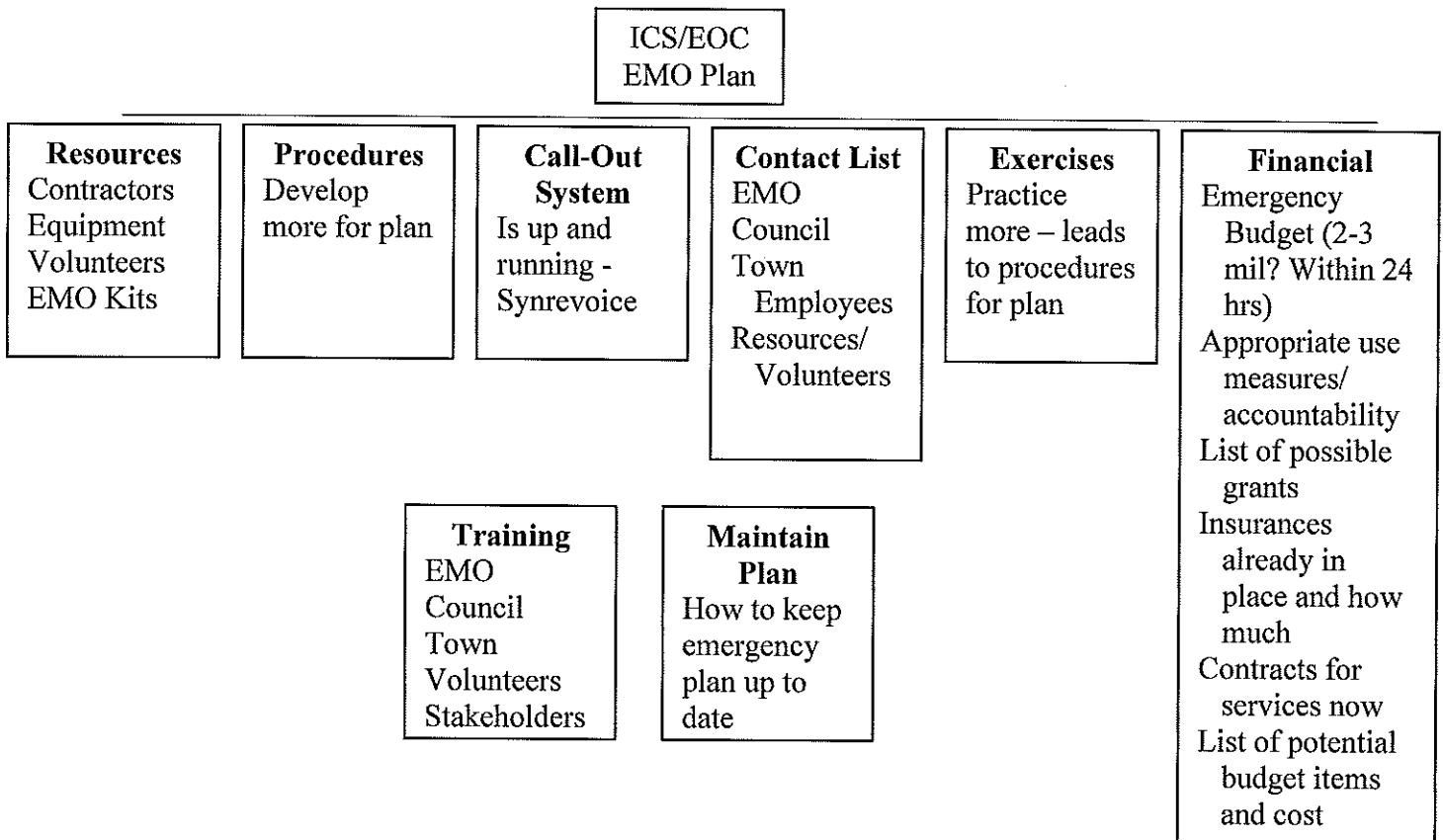


Committee Report – October 3, 2011

September 20, 2011 EMO Minutes

1) Richard provided a review of the ICS/EOC structure as follows:



EMO discussed where we are at with these items and where we should put our priorities over the next few months.

2) Action Items from overview discussion:

- Ask Darrell to provide copies of mutual aid agreements with neighbouring communities already in place, contracts with companies for use of equipment (rates included), and list of agreements we should work on getting done that are not in place yet
- Richard to update the EMO contact list
- Debi to update the larger contact list – Council, Town Employees, Neighbouring communities emergency contacts, businesses of concern (pipelines, Dumur, SaskEnergy/Power, etc) and Resources (businesses, volunteers, etc)
- Carrie to arrange for EMO to present at White Butte Committee
- Richard to arrange for EMO to present at business community meeting
- Debi to develop lists for EMO supply kits – EMO committee to approve content
- Carrie/Debi to find out how to access town funds in an emergency. What is the town's limit on emergency funding?

- Debi to find or create financial spreadsheets – a simple one for the plan binder to use in case of power outage, but also a software spreadsheet for ongoing tracking
- Debi/Foster to find existing contracts with businesses for use of equipment and for service
- Carrie to arrange for ICS 200 training for EMO committee members
- Richard to confirm the cost for membership to the provincial EMO network
- Carrie to research a presentation on financial budgeting during emergencies
- Carrie to confirm if we developed a supply list for supplies during an emergency – first aid kits, blankets, toiletries, etc
- Carrie to speak with Diane to find out if Diane can change the form that went out to communities members RE resources/skills they can provide, into a form that can ask similar questions of businesses to provide this information

3) Stakeholder meeting. EMO is not ready for a larger scale mock exercise. At this time EMO would like to pursue familiarizing the EMO committee with the White Butte Committee and the Business Community group.

Our presentation to these groups will include:

- show a DVD on community disasters that have happened in Saskatchewan
- a presentation of who EMO is, what we do and the White City emergency plan
- leave them with the skills/inventory sheets for them to complete
- ask how we can help them in the event of an emergency
- ask how they would like to share in our processes
- obtain copies of their rate sheets so we can determine what services they can provide in the event of an emergency and approximately what the cost would be

September 27, 2011 EMO Meeting

Agenda: mock exercise – tornado/plow wind.

This table top exercise focused on the collaboration of activities between the fire and emergency personnel and the EOC members, as well, when/how to call other necessary resources and assemble them.

It was determined the EOC would be called to assemble if more resources were needed beyond the fire/emergency personnel. The EOC would coordinate resources so the fire/emergency crews could concentrate on their response.

To assemble the EOC it was questioned whether the call centre who dispatches fire could also dispatch EOC upon the fire chief's request – Richard Thiele to look into this. Current call in process is for fire chief to contact emergency coordinator and the emergency coordinator to assemble EOC members.

We need a base station for the radio at Town Office (this was in our budget).

The minutes from this table top will be placed in the White City Emergency Plan binder under "Procedures".

Part II of this table top is to exercise the financial side of things, and to arrange for purchase of EOC supplies that we were allotted budgeted.

Next EMO meeting is October 24