

**HAZARD MITIGATION PLANNING GROUP
MEETING MINUTES
DECEMBER 14, 2010 - 4:00 P.M.**

Present: Gary Hudson
Rich Leanna
Frank Hupp
Micah Rogers, Public Works Superintendent
Leahnette Rivers, City Administrator/Recorder

Absent: Josh Fromm
Kelly Niles
Margie Korpela
Michael McGlothlin

1. Emergency Operations Plan Sections 4, 5 and 6:

The group reviewed Sections 4, 5 and 6 and identified various changes to make to the document. Rich will bring a sample ICS packet used by CRF&R to the next meeting. The group identified several areas within the plan that should include forms and/or samples of completed forms. Frank recommended the purchase of a large, dry erase board for EOC use in displaying an operational assignment tree. Frank recommended an inventory of EOC supplies be maintained. Leahnette said Chief McGlothlin recently obtained a long list of supplies that he has organized and stored specifically for EOC use. She said she'll forward the request for the dry erase board to him, and ask if he has a documented supply inventory.

2. Next Meeting.

The group plans to meet on either January 11 or January 18. Members are asked to review the Emergency Operations Plan Sections 7, 8, and 9 prior to the next meeting.

3. Adjournment:

The meeting adjourned at 5:13 p.m.