



Making a difference...together

LOCAL GOVERNMENT EMERGENCY PROGRAM ADVISORY COMMISSION
Minutes of Meeting Held Thursday, June 19, 2014 at 9:30 a.m.
CRD – 625 Fisgard Street – Room #107

Present: Geoff Amy, City of Colwood
Clare Fletcher, Emergency Management British Columbia (EMBC)
Jeri Grant, Juan de Fuca Electoral Area
Rob Johns, City of Victoria
Ralph Mohrmann, EMBC
Cindy Patton, Capital Regional District (recording secretary)
Tom Pearse, District of Oak Bay
Brigitte Prochaska, Southern Gulf Islands Electoral Area
Maegan Thompson, District of Saanich
John Trelford, District of North Saanich
Travis Whiting, Capital Regional District

Guests: Lise Anne Pierce, Canadian Red Cross

Regrets: Eileen Grant, District of Oak Bay
Blair McDonald, Township of Esquimalt

T. Whiting called the meeting to order at 9:32 am.

- 1) **Welcome and Introductions:** The new Manager of Electoral Area Fire and Emergency Programs, Peter Ensor, was welcomed to the meeting and introductions were done around the room.
- 2) **Approval of agenda:** Canadian Red Cross Emergency Exercise presentation (will be discussed after item #4), EMBC Earthquake Consultations and EMBC Strategic Plan were added to the agenda under New Business.

It was **Moved** by J. Grant and **Seconded** by J. Trelford that the agenda of the Local Government Emergency Program Advisory Commission (LG EPAC) be approved as amended.

Motion Carried

- 3) **Approval of previous meeting minutes (May 15, 2014):**

It was **Moved** by J. Trelford and **Seconded** by J. Pearse that the minutes from the May 15, 2014 meeting of the Local Government Emergency Program Advisory Commission (LG EPAC) be approved as distributed.

Motion Carried

- 4) **Other Agency Minutes:**

It was **Moved** by R. Johns and **Seconded** by G. Amy that the minutes from the REPC be received as distributed.

Motion Carried

- 5) **Presentations:**

5a) Canadian Red Cross Emergency Exercise: A PowerPoint presentation was given that highlighted the Emergency Response Units (ERUs) available for deployment and the processes to getting them deployed. Health ERU training will occur September 23 – October 4, 2014 at the Mary Winspear Centre.

- 6) **Old Business:**

6a) Tsunami Communications Exercise: New tsunami notification procedures are pending final approval. Technology should be in place by the end of July.

6b) BCERMS Update: Response portion is almost complete. This document is progressing very well.

6c) REPAC: Nothing to report.

6e) Regional Telecommunications: A meeting was conducted to review the draft document. EOC email addresses are the next portions of data to be collected, please forward your EOC email address (and main points of contact if you have not done so already) to S. Jansen for collation. Validating the information will be required.

6f) Mass Notification Systems: The working group will be meeting in July and an update will be provided at the next Commission meeting.

7) New Business:

7a) EMBC Earthquake Consultation: The deadline has been extended to allow the LGEPAC members to put forth names of people they think should attend this consultation. Submit names to Clare Fletcher by end of day, Tuesday, June 24th. EMBC is open to re-working some of the questions – please submit written suggestions to Clare Fletcher.

ACTION ITEM FOR C. PATTON: To circulate re-worked questions from the Southwest to LGEPAC members, once received from C. Fletcher.

7b) EMBC Strategic Plan: The plan has been revised, which include organization charts identifying structure changes. There are new PREOC guidelines/checklists that have not been finalized yet but once they are, the group asked that they be circulated.

8) Roundtable:

8a) LG EPAC Meeting Location: The next meeting will take place at the CRD with the September meeting possibly being hosted by Saanich.

8b) City of Victoria:

- Alexis Kraig is leaving the City of Victoria to become the Emergency Coordinator for Squamish.
- R. Johns is willing to discuss the View Towers incident with anybody who is interested. It was acknowledged that there was excellent regional support during this incident.

8c) District of Saanich:

- An ESS exercise will be conducted in November.
- Volunteer Management – Saanich and Esquimalt are hosting a regional ES exercise with one of the facilities being a Volunteer Intake Centre. R. Johns offered to share an Intake Plan for this.

9) Adjournment: The meeting adjourned at 10:51 AM on motion by G. Amy.

Next Meeting: Thursday, July 17, 2014 at 09:30 Room 107, CRD