

SALT SPRING EMERGENCY ADVISORY COMMISSION
July 10, 2012 – 12:30 P.M.
School Board Office at 112 Rainbow Road

Present Commissioners: Chair T. Graham, B. Francis, J. Newton, S. Bannister, S. Leichter, C. Hamilton, Lewis McKay, D. Murphy

Others: E. Zook (Emergency Coordinator), T. Hutton (Dep. Emergency Coordinator), I. Elliot (CRD), Bev Bolton (POD leader), Larry Melious (ESS Coordinator), Kate Merry (Recorder)

Call to order and notation of quorum

The Chair called the meeting to order at 12:30 PM and quorum was noted.

1. Adoption of agenda

Moved by J. Newton, seconded by D. Murphy to adopt the agenda as circulated.

MOTION CARRIED

2. Adoption of the minutes

a. March 13, 2012

Moved by D. Murphy, seconded by B. Francis to adopt the minutes of the meeting of March 13, 2012 as circulated.

MOTION CARRIED

b. May 8, 2012

Moved by D. Murphy, seconded by J Newton to adopt the minutes of the meeting of May 8, 2012 as circulated.

MOTION CARRIED

3. Correspondence - None

4. Chair's Report

T. Graham spoke to his report that had been circulated to the Commissioners. He noted that he was pleased with the evening meeting to which the public had been invited and that with the establishment of alternates, a quorum will always be present to allow business. He suggested that the Commission consider ways to attract the public to the meeting by offering information such as radio training. It was noted that the inclusion of alternates may require a bigger meeting space.
Action items: E. Zook to look into alternate meeting locations should it be necessary.

E. Zook to determine alternates for POD representatives.

All other Commissioners to ensure that an alternate is named.

T. Graham to circulate list to Commissioners.

I. Elliott to forward the completed list to the Corporate Secretary and inform the CRD Director.

5. EOC Activities Report

E. Zook noted that the exercise with the Radio Club in regard to Velo Village was successful. The communications system was effective.

It was noted that the event was too long (4 days) and the organizers are considering a shorter time line for any future events.

6. POD and ESS Activities

E. Zook spoke to her report that was circulated. A recent training course was successful. She noted that recruiting POD leaders has taken longer than anticipated but that she anticipates that all leaders will be recruited by the end of the year. It was suggested that the Parent Advisory Committees at each school be approached for potential leaders. B. Francis suggested the Fall Fair as a logical site for recruitment.

Action item: E. Zook to talk to Marguerite Lee regarding booth at Fall Fair, close to the other organizations providing emergency services if possible.

Recent activities have shown that the POD system is working in communicating necessary information to the community. It was noted that interest in the POD program is event driven and with a short window of opportunity.

ESS: L. Melious is reviewing the inventory at each of the 6 centres. Three centres are well equipped: Gospel Community Church fully and Fulford Elementary and Beaver Point Hall nearly completely.

Action item: L Melious to contact Fulford Mercantile for support.

He noted that in areas with many part time residents prove challenging.

T. Graham explained that security concerns render the schools reluctant to act as Centres and that schools do not usually do so.

7. Project Funding

E. Zook spoke to the request that had been circulated. Funding will come from the Operative Reserve Fund.

MOVED by S. Leichter, seconded by D. Murphy that the Commission recommend for purchase equipment cited in the Emergency Social Services Supplies, dated May 31, 2012 excluding the immediate purchase of signs pending information from a local supplier.

With the agreement of the mover and seconder, the motion was amended to indicate that if a lower or equivalent to the FOB price is available on Salt Spring that the purchase be made on the Island.

MOTION CARRIED.

8. Project Funding Proposal

The Chair circulated the information and called for questions. I. Elliott noted that the Commission may go into deficit on a line item as long as the entire budget is not in deficit. Surplus funds are rolled into reserve; it is wise to use prudence in acquiring reserves. It was noted that the policy on the use of Capital Reserve Funds should be revisited.

Action Item: Finance Committee to meet and begin drafting of new budget.

9. Community Activities

E. Zook noted that she has spoken to the Rotary Club and they may consider funding first aid kits for the PODS.

The last newsletter was well received. It was noted that the development of a protocol with the Rapid Damage Assessment Group would be useful. A strong connection with the hospital is desirable. D. Murphy inquired that should a fire occur around the hospital what the expectations might be. The Commission also needs to know the expectations from the hospital.

Medical personnel have been requested to go to the ESS if they are unable to reach the hospital. I. Elliott noted that the line item in the federal budget that supports supplies for emergencies at hospitals has been removed. Those supplies currently on Salt Spring may be viable and should be salvaged.

Action item: E Zook to arrange a conversation with VIHA in early autumn.

10. Business Arising

I. Elliott presented a discussion paper "Concentric Rings of Support" for further consideration at a future meeting. He noted that such a system is in place in the Cowichan Valley and in North Vancouver. B. Francis inquired if the communications program would require phone numbers to be accessible to other than the POD leaders. While I. Elliott noted that the numbers are not for the general public, this concern will be investigated.

Action item: T. Graham will distribute this discussion paper and will investigate the privacy concern.

T. Hutton noted that he had retired from his position with the North Salt Spring Water District and that he and his family may be leaving the island. A new Deputy Coordinator will be needed. He noted that Ron Stefanuk, the Ops Manager is knowledgeable.

He spoke to a power point presentation about water supplies on Salt Spring.

Action Item: T. Graham to distribute this presentation.

The Commission thanked T. Hutton and wishes him well in his retirement.

11. Adjournment

Moved by S Leichter, seconded by S. Bannister that the meeting be adjourned at 2:30 PM.

MOTION CARRIED