



**Minutes for the Meeting of the  
Emergency Services Executive Board (ESEB)**

Wednesday, May 18, 2022 – 9:30  
2403 South 18<sup>th</sup> Street, Suite 200

<b>Board Members Present</b>	<b>Others Attending:</b>
Amanda McKinney – Commissioner	Tony Miller – Director, YVOEM
Sherry Raymond – Mayor, City of Selah	Pam Brooks – Assistant YVOEM
Janice Deccio – Mayor, City of Yakima	Nici Parpart – Grant Specialist YVOEM
Carl Hendrickson – YSO	Mike McMullen – Planner, YVOEM
	Andrew Bigelow – Planner, YVOEM
	Mike Costello – Selah City Council
<b>Board Members Absent</b>	
Jose Trevino – Mayor, City of Granger	

**Meeting Packet Contents:** Current Agenda, Previous Meeting Minutes, Special Meeting minutes

- I. **Call to Order 9:31 am** Amanda
  
- II. **Approval of the May 18, 2022, Regular Meeting Minutes and July 8, 2022, Special Meeting Minutes (Action Item)**
  - 1. Mayor Raymond made the motion to approve the minutes of the May 18, 2022 regular meeting along with the July 8, 2022, special meeting minutes; Mayor Deccio seconded the motion, all in favor and moved.
  
- III. **Financial Reports and Resolutions:** Tony
  - 1. **Budget Status** – With separating from the county, we weren’t sure how this would all look, but our bottom line right now is \$192,600. so our finances are looking good. We have been working on the 2023 budget and are just waiting on insurance costs. Tony has been looking at wage increases and assessments and hopes to keep assessments the same unless we can lower them 1 cent.
  
- IV. **Status Updates and Notable Events:** Tony/Nici/Pam
  - 1. **Emergency Responses** – We have responded to the Sunnyside HAZMAT fire and a couple of wildfires in the lower valley; we responded to the Cow Canyon fire and used our evacuation trailer and did some evacuations. A couple structures were lost; mobile homes and summer homes. Tony worked the apartment complex fire in Selah. Mike responded to the Grandview fire and did some evacuations.
  - 2. **Grant Status** – Nici sent her grant spreadsheet to everyone; the ones in yellow show all the grants she has submitted to date. Darker yellow are in process. Under Emergency Management you will see 5 grants for Emergency Management that we haven’t applied for, and she is going to apply for these next year as they will help to fund the office. In the green off to the side there is the Community Wildfire Defense Grant which is a new grant coming out. Nici met with DNR and the rep will be in next week to meet with Tony and Nici to discuss us being the head of that grant and working with communities to try and get some mitigation done. This grant also has \$250,000. possibly available to pay for our next CWPP. Tony reported that a lot of agencies have reached out to Nici; it has been slow but is growing. There have been more grants written this year than ever before. Nici is sending feelers out to the police departments to let them know she is here to help them with writing grants. She has sent out correspondence and gone to the Chief meetings with Tony to let them know she is available to assist.
  - 3. **Assessments** – Pam reported that we have received all our assessments through the 3<sup>rd</sup> Quarter except for the City of Yakima. We have a few jurisdictions that pay quarterly so we will be receiving the 4<sup>th</sup> Quarter assessments.

4. **SHSP/EMPG Grants** – Homeland Security Grant – SHSP, Emergency Management Planning Grant – EMPG and we have an ARPA EMPG. Tony has had to extend these out as the equipment we want to purchase on them is on back-order and is so far out to be delivered. We are still waiting on 2 mobile repeaters, and nobody knows when the parts for them will arrive. Tony has extended these grants out a year. We were going to do a tactical repeater with some of the ARPA money, but there aren't any frequencies available so that money is being re-allocated for equipment for law enforcement, particularly Selah, Wapato, and the Sheriff's Office. Selah hasn't had ballistic helmets and shields, and Wapato has nothing so we will get both helmets and shields for them and more helmets and shields for the Sheriff's. Once the contract is signed, we can start ordering these. Yakima Fire will be getting a gas detector which detects 18 gasses.  
With our SHSP grant the Feds have National priorities assessments and a portion of our grant monies must go towards it. We have \$35,000. that cannot be moved and will go to the County IT to do a cybersecurity assessment.
5. **2022 Exercises** –  
We did Cascadia Rising and we will have a Tabletop Airport exercise that has to be done by the end of September.  
Tony will be working with the Fairgrounds. He started putting together an Emergency Action Plan with them because they haven't ever had one. He will be working with Kathy and Tony, their operations manager. We will do internal exercises with their staff to ensure they are better prepared if something does happen at the fairgrounds. The fairgrounds are considered a "soft target" as it would be easy for something bad to happen there. We need to get cameras put in there somehow/someway as there are no security cameras anywhere on the fairgrounds. We looked at trying to buy one of the mobile security cameras like they have at Fred Meyer, but they are \$50,000. Amanda said they have been doing a lot of camera installations at the courthouse and Tony should reach out to Dale Panattoni in Technology Services and see if there is a way to get some discounts since we are all kind of related.
6. **Office Updates** –  
Andrew has been doing great work and has been going out on responses, doing evacuations and he has been very involved with our volunteer staff. We now have about 50-60 EOC Volunteers. We have a monthly meeting and are doing training with them along with working with them to get their FEMA/ICS training done. Since our last meeting we now have our Animal Livestock Evacuation Team up and running. We have about 15 trailers and the people who run that part of the group. We have been talking to Kittitas as they have a small group of 3 up there. Walla Walla had a fire 2 weeks prior and some of them called and let us know if they need help, we will go. The last meeting, the animal evacuation team came to do some training. We are going to re-enact the evacuation for Schneider Springs for evacuating both people and animals. We will give them radios and have them talking on the radios, being dispatched, and calling back. We are trying to get them prepared as much as is possible.  
Our evacuation trailers are up and going and the two response vehicles we purchased are set up and we responded with them, and they worked great.
7. **Public Outreach** –  
We had the National Night Out (NNO) events the last few weeks and we have been promoting signing up for Alert Yakima. Mike said at the Yakima event they probably made between 100-120 contacts that resulted in 21 people signing up for Alert Yakima with some people taking QR codes with them. Then we went to Toppenish for their NNO, but the Cow Canyon evacuations shortened our time there and we had 4 sign-ups. We had a team going out to Selah the same night as the Yakima one, but they ended up shutting that down due to another emergency response. At Union Gap's NNO we had 63 people sign up for Alert Yakima with a lot of engagement. We hope to do the same at the fair.  
We are entering into an agreement with a business in the county who wants to utilize the notification system in exchange for us having access to their data base for notification in the county. With their data base, it would boost our notifications by a minimum of 3,000 right away. Amanda suggested that we could have someone walking up and down during the fair with our QR code to get people signed up or possibly take advantage of some of the service groups that are already at the fair and enlist them to hand out flyers. Mike will follow up on getting in touch with the Parade organizers to see if there are groups who could pass out our flyers. Tony will be at the fair quite a bit to help ensure public safety is going well.

**V. Old Business:**

Tony

1. Wage analysis for office: For 2023 Tony would like to give a 5% wage increase to everyone, but at the least 3% depending on costs and as long as the assessments can remain the same. The board agrees that Tony can do a 5% increase providing we don't have to increase assessments. The board is supportive in as much as we can provide considering benefits and not wanting to raise assessments so wherever that lands us.  
Tony talked about Andrew being paid with funds from our COVID reimbursement and we can keep him on as a temporary full-time employee for up to a year. He has been a big asset and he and Nici are looking for grants that may fund his position.

**VII. New Business:**

Tony

1. 2022 Jurisdictional Equipment Needs: We have talked about this with our effort to try to get equipment for Law Enforcement and Yakima Fire. Tony is very happy with all the work Nici is doing; she is very busy searching for and applying for grants from the government along with organizations that give money to police and fire.
2. Meeting Dates: November 16, 2022.

**VIII. GOOD OF THE ORDER**

Amanda

Tony asked if we need to put a spot in our agenda for executive session in case we need to go into an Executive Session and Amanda said you don't advertise it unless you are going to go into an Executive Session. Amanda said if Tony has questions about that, maybe just give Don Anderson with Corporate Council a call and ask what he would recommend seeing on our Agenda.  
Carl made a motion to adjourn the meeting, Mayor Deccio seconded the motion, all in favor and moved.

- IX. NEXT MEETINGS:** Meetings are held on the third Wednesday of every 3 months. Meeting date remaining for 2022: November 16, 2022.

## Appendix A

### ACRONYMS:

**CEMP** – Comprehensive Emergency Management Plan

**CERT** – Community Emergency Response Team

**CGS** – Columbia Generating Station

**CR22 – Cascadia Rising**

**EM** – Emergency Management

**EAS** – Emergency Alert System

**ENS** – Emergency Notification System

**EOC** – Emergency Operations Center

**DOH** – Department of Health

**DNR** - Dept. of Natural Resources

**FMAG** – Fire Management Assistant Grant

**HAZMAT** – Hazard Materials

**HMP** – Hazard Mitigation Plan

**IC** – Incident Commander

**LECC** – Local Emergency Communication Committee

**LEPC** - Local Emergency Planning Committee

**NNO** – National Night Out

**OEM** -Office of Emergency Management

**PFHMG**- Post Fire Hazard Mitigation Grant

**PIO** – Public Information Officer

**QR Code** – Matrix barcode – machine-readable

**SECC** - State Emergency Communication Committee

**YSO** – Yakima Sheriff's Office

**YVEM** – Yakima Valley Emergency Management