



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: Workshop Session
Meeting Location: Council Chambers, City Hall
Meeting Date: **Wednesday, October 7, 2009**
Meeting Time: **7:00 pm**

Present: Mayor Myers, Deputy Mayor Trefethen, Councilors Callaghan, Carrier, Cheney, Scott and Weston.

Also Present: City Manager Joyal, City Attorney Krans and City Clerk Lavertu.

Absent: Councilors DeDe and McCusker.

Councilor Cheney led the Pledge of Allegiance.

Mayor Myers asked the City Manager to give an overview of the Workshop.

City Manager Joyal said Fire Chief Perry Plummer will be giving the Council an overview of the City's Emergency Operations Plan. He said Fire Chief Plummer is the Emergency Management Director for the City, and coordinates resources with State and Federal officials when the City has an emergency. He said John Carlson, the City's Health Officer, will also be giving a presentation to the Council on the regional plan, information on the H1N1 virus outbreak and other types of pandemic emergencies.

1. OVERVIEW OF UPDATED COMMUNITY EMERGENCY OPERATIONS PLAN

Fire Chief Plummer gave a PowerPoint presentation to the Council on the Emergency Operations Plan. He said there will be a resolution on the next Council meeting agenda. City Manager Joyal said there will be a resolution on the next Council meeting agenda that essentially asks the Council to acknowledge that it is the City's policy to use the National Incident Management System (NIMS), which will be explained by Deputy Fire Chief Eric Hagman. He said they need to make this commitment in order for the City to qualify for federal funds.

Fire Chief Plummer asked the Council if they had any questions.

Councilor Cheney said Chief Plummer had mentioned that each department had a more in depth plan than what it is in their books.

Fire Chief Plummer said the plans break down a little bit further.

Councilor Cheney asked if the ESFs could be lined up with the departments as they are listed in the book.

Fire Chief Plummer said the ESF is an outline in the book. He said as the City's departments get deeper into the situation, there is a standard operating procedure that covers that procedure and breaks it down further.

Councilor Cheney referred to Page 14 in the Emergency Operations Plan and said it stated that each ESF has its own organization and operational chart.

Fire Chief Plummer said it is broken down into primary agencies and support agencies.

Councilor Cheney referred to Page 7, primary and secondary agencies, and spoke about Dispatch being in the Police Department.

Fire Chief Plummer said in this case Dispatch would come to the EOC and be in charge of communications. He clarified that the City uses HAM radio operators as a means of communications. He referred to the flooding and how the HAM radio operators provided valuable information while many other communications were down. He said the primary EOC will be at the North End Fire Station, and the backup is in the back of the Council Chambers.



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Councilor Scott thanked Fire Chief Plummer for his presentation. He said he was glad that this was taking place. He referred to the resolution in the back of the book and that it stated that there would be training. He said he was concerned about additional budget expenditures. Fire Chief Plummer said those requirements are already in place for emergency responders and the City is already three-quarters of the way through the training. He said it has to be done one way or the other. He said the Deputy Fire Chief will talk about the federal requirements. Councilor Callaghan complimented Fire Chief Plummer on his presentation. He asked if there was a mobile EOC.

Fire Chief Plummer said the City does have a mobile unit. He said the mobile command center and the EOC can be moved there if needed. He said it doesn't do everything that the EOC does, but it is state of the art and paid for with federal funds.

Councilor Callaghan said people making the key decisions can be on site.

Fire Chief Plummer said that was correct.

Councilor Carrier referred to the ice storm and said people came together.

Fire Chief Plummer said community support is essential in any disaster, because they can't get to everybody. He said one of the functions of the Fire Department is to get the word out on how to help you be prepared.

Deputy Fire Chief Hagman gave his presentation on what NIMS is and how it applies to the City. He asked the Council if they had any questions.

Councilor Cheney said it looks like the City is doing the ESF support functions as they go to get the qualifications. She referred to the HAM radio operators and being contacted. She said it was set up during the ice storm, and the City was notified where trees were down. She asked if there will be any mock accidents.

Deputy Fire Chief Hagman said they will call people with dates.

Fire Chief Plummer said he was going to put a plug in for the next Fire Safety Test/Show. He said they will be in the schools November 2nd, 3rd, 4th, and 5th, and they would love for the Council to come see their show.

City Manager Joyal said the City has a formal structure in place, a chain of command, to deal with an emergency. He said if there is some advance warning, then notices are put out to the various City officials that need to be prepared for a response. He said if the situation escalates to a community emergency or a sudden incident, such as an earthquake or a major fire, there would be the initial response by the police and fire departments, and they would establish an incident command system. He said the Emergency Operations Plan would be established and that would marshal all the resources that Fire Chief Plummer referred to in his presentation. He said the Emergency Operations Center may be activated and bring in all the management teams in the City. He said they would reach out and manage the various resources that are needed to serve the community to take care of the emergency and the recovery afterwards. He said the City Council doesn't have an immediate role in an emergency, but he, as the City Manager, will remain in contact with the Council as an emergency unfolds. He said the Council has the ability to reach out to your neighbors, reach out to constituents, and help serve with public communications in letting people know what resources are available to assist them. He said as part of the recovery process the Council may be convened to deal with major policy or financial decisions.



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2. H1N1 FLU RESPONSE AND STRAFFORD REGIONAL HEALTH RESOURCES

City Manager Joyal asked Health Officer John Carlson to present to the Council. Mr. Carlson gave his presentation to the Council on the H1N1 Flu Response. Deputy Mayor Trefethen referred to the 8,000 nasal mist doses that have been received by the County, and noted that 200,000 injection doses were coming. Mr. Carlson said there is no shortage of doses at this point.

3. CITIZEN'S FORUM

Citizens are invited to speak on the subject matter of the Workshop. Statements shall be limited to five minutes.

Harold J. Lynch, 26B Lincoln Street: He suggested the City have an old-fashioned sound truck that would go around the neighborhood and notify people of things. He referred to the police access to cameras at the schools, and said there are thermal devices that can pick up body heat and can tell whether or not students are sick. He said they could be isolated and sent home.

Mayor Myers, seeing no one else wishing to speak, closed the Citizen's Forum.

4. ADJOURN

Councilor Weston made a motion to adjourn; seconded by Deputy Mayor Trefethen.
Vote: 7/0.