



**MINUTES FOR THE REGULAR MEETING
OF THE EMERGENCY PREPAREDNESS COMMITTEE
OF THE CITY OF SPRINGVILLE, UTAH
March 20, 2014
5:30 p.m.**

ATTENDANCE: Martin Palmer, Karrie Beardall, Charles & Carol Compas, Jeff Stinson, Sarah Ralston, Sam Metcalf, Dee Olsen, Steve Garrard, Shauna Johnson, Don Davies, David Waters, Cole Valentine, Fire Chief Clinton, and Marcy Duke.

WELCOME/COMMITTEE BUSINESS

APPROVAL OF THE MINUTES

The minutes from February 20, 2014, were provided, no changes requested. Charlie Compass made a motion to accept the meeting minutes. Motion was seconded and passed.

COMMITTEE BUSINESS

RADIO TEST REPORT: David Mair excused. Test was performed 03/02/2014; Sectors 3, 5, 6, 7, & 8 participated. Will be talking with the sectors that did not participate. Charlie Compass feels like there is good support from the Stake President, may be a new appointed position to work with the radio team. Also discussed having two or three deep participation.

DRILL CHECK LIST REVIEW: Handout given. Committee to take home the handout and make suggestions to improve or change. Any suggested changes to be approved by the Public Safety Director. Stake Presidents will need to participate in August drill. Suggestions included telling the Stake Presidents what the City expects regarding participation. Went over handout and explained responsibilities.

- Markers will be selected by the Stake Emergency Director - three per ward.
- Evaluators will be Martin Palmer and Karrie Beardall.
- Command Center will be located at the EOC.
- Stake Representatives are the Committee Members, Bishops are to self-evaluate and collect evaluations. They will need to have the Check List in-hand so they know what to look for and evaluate.
- Expect to have 720 people attending/participating.
- There will be a de-briefing immediately after the drill, all paperwork will be collected and an After Action report will be prepared.

STAKE SPOT LIGHT: reassigned to next month.

NEXT MEETING AGENDA ITEM: Chief Finlayson presentation. Meeting will be April 17, 2014. 5:30 p.m.