

Disaster preparedness meeting minutes

October 1, 2013

Present: Jotai, Robert, Pine-Ocean

Cloud data storage:

Cloud data of ZCLA will not be available in event of system wide power outage and hard copy of necessary data (placed in blank sealed envelope for confidentiality purposes) should be placed in the disaster preparedness locker. The cloud will not be reliable source of information, anything that will be needed should be backed up onto hardcopy and stored. This contingency has been discussed previously in the day group. Individual Internet connections e.g., on smart phones, will be more likely to be available than cloud applications.

Sizing the generator:

For purposes of sizing the generator, it will be useful to get feedback from emergency managers concerning appliances that should be measured for energy requirements. This issue can be raised at next emergency managers meeting. Alternatively, a memo can be sent to emergency managers asking them to consider this issue, and submit suggestions to the disaster preparedness circle. Robert and Pine-Ocean will meet Tuesday, October 8 at 12 PM to measure appliances including the refrigerator in the laundry room using a kilowatt measuring device.

Strong boxes:

Strongboxes have already been budgeted in the \$2200 ("one-shot") budgetary request that includes funding for generator, water cistern, and strong boxes. Purchases will not be funded before January 2014. Toolboxes might work as strong boxes, e.g., Husky brand at Home Depot, or Craftsman from Sears. Submitted receipts should be dated the same year as the budget allocation dictates

Phone tree task card:

Two phone tree task cards will be added to other task cards in the mailroom DP circle box. In addition, a copy of the phone tree will be placed in the mail box for reference of emergency planners.

Training Emergency planners:

Follow-up meeting with emergency planners was discussed. A meeting would review the group of tasks that fell above the cut off line of seven points, and provide core training in use of the task cards.

Chemical toilet:

Fire department representatives teaching community emergency response team classes suggest that for defecation purposes, placing a bag over the toilet works well for storage of fecal material. These can be stored in a can, well away from population. For urine, however, this may not be practical. Chemical toilet will be a necessary item. Robert agreed to follow up on recommendations for purchase.

Survey results:

A memo draft written to summarize survey results was reviewed. Revisions in the letter were suggested, and will be incorporated. It may be useful to add transcripts of comments that persons made on their surveys to the results when sent out. Pine-Ocean will look at the feasibility of this and follow-up.

Next meeting November 05 12 PM October.

ACTION ITEMS:

Chemical toilet purchase: Robert

Hard copy emergency information: Jotai

Survey results memo: Pine-Ocean