

Minutes of Meeting
Office of Emergency Management Monthly Discussion
July 14, 2015
1:00 p.m.

The Kootenai County Board of Commissioners: Chairman David Stewart, Commissioner Dan Green, and Commissioner Marc Eberlein met to discuss the following agenda items. Also present were Office of Emergency Management (OEM) Director Sandy Von Behren, OEM Preparedness Coordinator Tamie Eberhard, Sheriff's Lieutenant Stuart Miller, and Deputy Clerk Theresa Atchley. Also present were Idaho Bureau of Homeland Security Agent Jay D. Baker, Mica Idaho Department of Lands Area Manager Tom Fler, Mica Fire Warden Gary Darrington, and Northern Rockies Incident Management Team Members Bob Fry and Jim Overhofer.

- A. Call to Order:** Chairman David Stewart called the meeting to order at 1:05 p.m.
- B. Introductions:** There were no introductions.
- C. Changes to the Agenda:** The order of items was changed to allow guests to exit the meeting after their presentation.
- D. Old Business:** There was no old business discussed.
- E. New Business:**

Office of Emergency Management (OEM) Programs & Projects Brief and Prioritization

OEM Director Sandy Von Behren introduced Northern Rockies Incident Management Team Commander Bob Fry and said he would provide information regarding the Cape Horn Fire. Mr. Fry provided an up-to-date debriefing on the fire containment line. He advised that even though the fire was 60% contained it is still a dangerous environment and there is potential for re-ignition depending on weather conditions. Ms. Von Behren added that coordination between all agencies involved in the wildfire was excellent.

The Board thanked all of the agency representatives for the services provided in this emergency.

Idaho Bureau of Homeland Security Agent Jay D. Baker, Mica Idaho Department of Lands Area Manager Tom Fler, Mica Fire Warden Gary Darrington, and Northern Rockies Incident Management Team Members Bob Fry and Jim Overhofer exited the meeting at 1:47 p.m.

County Emergency Plan Updates and Drills

Ms. Von Behren advised the Board that the County has nine Emergency Plans and they all need to be updated, two additional plans need to be developed, and then each plan needs to be drilled. Ms. Von Behren has been working with the Sheriff's office and Information Services to implement an emergency communications system, however, more work is needed.

2016 Full Scale Exercise

This item was not discussed due to time constraints.

Vacation/Office Coverage

This item was not discussed due to time constraints.

Commissioner Green encouraged Ms. Von Behren to prioritize projects, calculate time commitments necessary for these projects, and then use outside consultants if necessary to complete tasks.

Ms. Von Behren will schedule a follow-up meeting with the Board and she asked the Board’s permission to reach out to fire victims and provide them with a copy of the *Disaster Recovery Booklet*. The Board agreed.

F. Public Comment: This section is reserved for citizens wishing to address the Board regarding a County related issue. There were no public comments.

Chairman Stewart adjourned the meeting at 2:05 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

DAVID STEWART, CHAIRMAN

BY: _____
Theresa Atchley, Deputy Clerk
