

# Anacortes Emergency Preparedness Meeting Minutes

07/29/2019

10:30am

Anacortes Senior Activity Center

Sally's Office

## Meeting Attendees

Meeting Attendees				
X	Kirk Kennedy	ACAC		
X	Sally Hill	COA-ASAC		
X	Sylvia Cooper	ACAC		
X	Richard Curtis	COA-Fire Det.		
X	Rick Wallace	CERT		
X	Renee Corcoran	Skagit-Meals on Wheels		
X	Lea DeVere	COA-ASAC		

### **Purpose**

Discuss the need or desire to develop emergency preparedness planning for community members with disabilities, elderly and others who may need specialized care to ensure their wellbeing in the advent of an emergency.

### **Objective**

If consensus supports further discussion, attendees will determine: scope of activity, population served, who should be involved in future discussions and next steps.

### **Summary**

1. Group's name: Vulnerable Population Committee (VPC)
2. Determined there was sufficient interest in subject for further discussion.
3. Need to define organizations at National, State, Regional and local levels with emergency preparedness responsibility whose resources we might leverage and avoid duplication of efforts.
4. Need to develop estimates of at risk population.
  - a. Determined Fidalgo and Guemes Islands in study area.
5. Discussed developing database of vulnerable people, it's purpose, opportunities and risks.
6. Need to understand the expectations this effort will/should set and the capacity to fulfill those expectations.
7. Action Items
  - a. Identify organizations whose resources we might leverage.
  - b. Define at risk population
8. Next meeting 8/26 @ 10:30. Location changed to City Hall, Council Chambers

### **Discussion Elements**

1. The COA's Accessible Communities Advisory Committee asked requested a meeting of local emergency planners because one of the Committee's objectives is to "Advise the needs of people with disabilities in emergency plans".

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2. Who are "Anacortes' Most Vulnerable", What group or groups of people are going to talk about?
  - a. Meals on Wheels recipients, we know who they are. About 70 are served. Additionally, those who participate in ASAC's congregate meal program are potentially at risk. Participant's names are generally known, but not always contact information.
  - b. People with medical devices requiring power or replenishment (e.g. oxygen), we don't know who most of these people are. The fire dept. is aware of patients with cardiac devices. For most however, an emergency is when first responders are made aware of the need. HIPAA issues may hinder collection of this information.
    - i. If HIPAA is an issue, is there a method to collect information and remain in compliance, such as an opt-in provision?
  - c. Is there a guess as to how many may be homebound and wouldn't be able to prepare meals on their own? Besides Meals on Wheel, there are likely others who rely on care-givers from outside the home who could be in need of services during an emergency if care-giver wasn't able to provide their service.
    - i. Make care givers aware of service and define process to sign their clients up.
  - d. Are there state level projections that break down age groups, access and functional needs for budgeting, that we could benefit from?
    - i. What information does the County emergency planning have?
    - ii. There is the older population; however, the population w/ access and functional needs crosses a wide spectrum of ages.
    - iii. Perform analysis of voter registration to quantify ages of household occupants.
    - iv. Perform analysis of US Census Data
3. Create database of people with access and functional needs
  - a. Define the data to be collected, who it should be collected from, a process to receive it, how it's stored, retrieved and distributed, in a legal, secure manner
  - b. Needs to be HIPAA compliant
  - c. Local group memberships (e.g. Aktion Club, etc.)
  - d. Skagit Transit has a list of paratransit users and contact info. If nothing else, we know this population relies on outside assistance for transportation.
  - e. How do you reach all these groups and communicate with them?
  - f. Skagit County as list of Meals on Wheels clients (active & inactive)
    - i. Renee to determine use restrictions
  - g. Sally has a list of ASAC volunteers and has an emergency contact form patrons can fill out.
  - h. This information would be available first responders in order to prepare, plan and proactively respond to those with access and functional needs; versus responding to issues as they become aware of them.
  - i. Would COA assist in developing and managing database?
  - j. Define process to keep data current.

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4. What organizations are in place at the federal, state, regional and county levels with the responsibility for the issue(s) we wish to address (e.g. emergency preparedness, seniors, the disabled community, etc.), so that we could leverage their resources and align/coordinate our efforts with them?
  - a. Washington State Independent Living Council ([WASILC](#))
5. What Emergency Preparedness problem(s) or issue(s) exist
  - a. Every disaster is a local disaster. There are no agencies to come in at the time of need, we need to plan to do it on our own.
6. Brainstorm solutions to problems & issues
  - a. Purpose is not to solve today, but understand scope of the issue and who may be needed to resolve.
  - b. How do you reach and educate those with access or functional needs?
    - i. outreach modes; Utility bill mailer, A-town publication, city website, Clamdigger, ASAC newsletter, Facebook, deliver forms with MOW deliveries, library, hospital, rehab facilities, etc.
  - c. The County Health Department does receive FEMA funds to provide meals, which might be able to be leveraged in our efforts (e.g. kit preparation, etc.).-Renee
  - d. The County stores all the frozen food for the county's food service in Anacortes. An extended power outage would be problematic. As would the loss of the bridge or a Tsunami washing out the SR20 east of the bridge. Possibly PSE would help with a grant for a generator. Could generator also support the ASAC? Facilities with power could be lifesaving.
  - e. What expectations to we set for residents and what is the capacity to meet those expectations?
7. Discuss next steps
  - a. Develop an analysis of the situation.
    - i. Define at risk population
  - b. What resources can we utilize to give us a broader spectrum of knowledge in areas we might want to cover and the people who have information for us.
  - c. Get closer on the numbers for who we have to take care of here.
  - d. Do an exploratory, general outreach to gauge interest.
  - e. CERT Expo Oct 5<sup>th</sup>, include info addressing people with access and functional needs.
  - f. Define organizations to leverage & coordinate with
    - i. Skagit County-Emergency Preparedness coordinator for public health
  - g. Is this a topic worth pursuing?
  - h. Who should be involved in subsequent discussions?
    - i. New emergency coordinator if named-Renee
    - ii. Nina Mead,
  - i. Next meeting 10:30am Monday 8/26, at City Hall Council Chambers
    - i. Discuss data and resources available from emergency management organizations
8. Actions
  - a. Pull census data to try and determine at risk population-Kirk
  - b. Source County public health data - Renee
  - c. Talk with SILC & FEMA on resources available-Rick
  - d. Group's name, Vulnerable Population Committee -VPC

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