



# OREGON DEPARTMENT OF EMERGENCY MANAGEMENT

## Local Government Emergency Management Advisory Council Meeting Agenda

<b>Date &amp; Time</b>	October 17, 2023	10:00 am – 11:30 am
<b>Purpose</b>	LGEMAC bimonthly meeting	
<b>Webpage</b>	<a href="https://www.oregon.gov/oem/Councils-and-Committees/Pages/Local-Government-Emergency-Management-Advisory-Council-(LGEMAC).aspx">https://www.oregon.gov/oem/Councils-and-Committees/Pages/Local-Government-Emergency-Management-Advisory-Council-(LGEMAC).aspx</a>	
<b>Zoom Link:</b>	<a href="#">Click this link to join</a>	

### Purpose

The mission of the Local Government Emergency Management Advisory Council (LGEMAC) is to provide advice and recommendations to the Oregon Department of Emergency Management regarding its emergency preparedness and response functions.

### LGEMAC Members in Attendance

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**Interim Chair—Laurie Chaplen:** City Councilor for the City of Corvallis  
*Representing: Oregon cities*

**Dave Busby:** President of the Oregon Emergency Management Association  
*Representing: A statewide association of emergency managers, emergency responders, government agencies & elected officials*

**Matt English:** Hood River County Sheriff  
*Representing: County Sheriffs*

**Helen Miller:** Pediatric Medical Doctor, Retired Disaster Medical Assistance Team (DMAT) Commander for Oregon  
*Representing: Volunteer emergency medical service providers*

**Thomas Roberts:** Emergency Manager of Umatilla County, Eastside Rep for the OEMA  
*Representing: The public as a member with emergency preparedness or management experience*

**Jake Shores:** Emergency Manager for Multnomah County, Clinical Quality Improvement Coordinator  
*Representing: Emergency medical service providers*

**Mark Spross:** Director at MetCom 9-1-1, representing Association of Public-Safety Communications Officials (APCO) National Emergency Number Association (NENA)  
*Representing: 9-1-1 Emergency Dispatchers*

### LGEMAC Members Absent:

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**Kelley Minty:** Klamath County Commissioner  
*Representing: Oregon counties*

**Anthony Pierotti:** Pendleton Fire and Ambulance Department Assistant Chief  
*Representing: Fire departments*

**Dana Pursley-Haner:** Sherman County Emergency Services  
*Representing: The public as a member with emergency preparedness or management experience*

## Others in Attendance:

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**Patence Winningham:** Oregon Emergency Management Deputy Director

**William Chapman:** Statewide Interoperability Coordinator (SWIC), Department of Administrative Services

**Bobbi McAllister:** Oregon Emergency Management Strategic Planner

**Bridget Good:** Board Administrator Partner/Executive Assistant, Oregon Emergency Management

**Debra Wixom:** Oregon Emergency Management Executive Assistant to the Deputy Director

**Juan Benavidez:** Salem Keizer School District Emergency Manager

**Tait Schaffer:** Mountain Wave representative

## Administrative Matters

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**a) Call Meeting to Order/Welcome: Chair**

Laurie called the meeting to order at 10:02

**b) Housekeeping, Roll Call: Board Administrator Partner**

Bridget Good conducted roll call

**c) Opening Comments**

None

**d) Old Business**

I. Review of Bylaws

The council reviewed and made final edits to the bylaws. Dave Busby recommended adding “community recovery in disaster and public private partnerships to the objectives. Mark Spross added an update to the objectives from “911 Dispatch Systems” to “Oregon 911”. Patence agreed that the recovery work would fall within the scope of the council and mentioned that the council would assist on an upcoming Emergency Management Performance Grant Funding Committee. Objective for “Other policies as requested by OEM” was also added. Standard language used in EPAC’s bylaws were added to the Regular Meetings section. Bobbi recommended that section 4: Attendance should reflect the Regular Meetings. Reference was added. Language was updated to include verbiage that quorum consists of one more than half. Dave Busby asked if we could update the frequency with which the council provides a brief to the State Resilience Officer. It was changed from once every two years to at least on an annual basis, no later than August 1<sup>st</sup>. There was a preference to update the Governor’s Office and OEM simultaneously. Under the Code of Conduct, there was a discussion on editing the respect section. A comment was removed. In the “Speak” session, a bullet was rephrased. Dave Busby moved to approve the bylaws with the updated changes made during the meeting. Matt English seconded the motion. The motion was approved by the council.

II. Approval of April 24<sup>th</sup> and June 6<sup>th</sup> Meeting Minutes

Dave Busby made a motion to approve both meeting minutes as written. Helen Miller seconded the motion. The motion was approved by the council.

III. Discuss Video Recordings of Meetings Being Uploaded to [LGEMAC Website](#).

Bridget discussed the opportunity to house the council meeting recordings on the council’s webpage via OEM’s YouTube channel. To foster transparency and openness, Matt English made a motion to post the bimonthly meeting videos on the LGEMAC webpage. Dave Busby seconded the motion. The motion was approved by the council, and it was agreed that the bylaws provide the ability to hold special meetings, so no amendment was necessary.

**e) New Business**

I. Elect a new Chair

Laurie Chaplin, serving as Interim Chair, requested interest for the Chair role. Dave Busby offered to be Chair. Tom Roberts made a motion to nominate Dave Busby. Matt

English seconded the nomination. The council approved the motion. Dave is the new chair and Laurie is the Co-Chair.

- II. Topics of interest that may need to be elevated to the Legislature  
Dave Busby asked if Mark Spross could update the council in the 9-1-1 area. Mark Spross said that the State of Oregon is running off of legacy equipment. We are on copper wire while everyone else is on fiber. OEM is working on a plan to solicit bids from vendors to install the infrastructure. There is a need for several offices to be included, such as the OEM 9-1-1 section, legislative, legal and DAS. Hopefully there will be a collective message drafted. OAR and ORS wording for the 9-1-1 tax coverage needs revision. We need funding to push 9-1-1 information from the call taker to the hospitals and OARS. The funding is currently potentially insufficient to cover the project. Patence Winningham mentioned that the OERS calls would be moving out of OSP and into OEM next year. The council could help define how the relationship between OEM and OERS will be defined. OERS is the Oregon Emergency Response System. Matt English would like a discussion on EMPG Base Funding. This could be a 25-27 funding conversation to increase the funding for local EM offices. He also brought up the SPIRE grant funding. There was a lack of transparency and OEM confusion in the employee transition. Better distribution and conversation in future grant funding. The council agreed that taking on the three topics could be good working group topics. Those groups will be discussed at the next meeting.
- III. Disaster/situational awareness/emergency management/recent events updates  
Dave Busby mentioned that the State was officially out of fire season and is now in the process of determining what went well and what didn't go well. He was unaware of any

**f) Actions Assigned**

Patence will look at legislative initiatives the council could help with. Dave and Laurie will discuss council workgroups. Bridget will send out the Bylaws with the Draft Minutes to the council and include a link to the LGEMAC webpage.

**g) Comments from the public**

William Chapmen added the following comment in the chat: Our Statewide Communications Interoperability Plan (SCIP) is currently undergoing a major rewrite. The SCIP lays the foundation for state strategic planning related to 911 & dispatch, emergency alerts and warnings, land mobile radio, public safety broadband and emerging technologies. We would love to have LGEMAC participate with the State Interoperability Executive Council in the update process. Most of you should have an email on this process. Please let me know if you don't and would like it! [William.chapman@das.oregon.gov](mailto:William.chapman@das.oregon.gov). Jake Shores expressed interest. Dave Busby nominated Jake Shores to serve on the council. Matt English seconded the motion. The council approved the motion. Dave Busby requested that Jake update LGEMAC on the progress of the SIEC.

**h) Adjourn meeting**

Laurie adjourned the meeting at 11:19 am.