

MEETING MINUTES
EMERGENCY PREPARATION TASK FORCE
May 3, 2022

Councilman and Task force chair, Stephen Knipper called the task force meeting to order in the City of Erlanger Chambers at 6:00 p.m. Tuesday May 3rd, 2022.

The following members of council were present: Diana Nicely (Co-chair), Tyson Hermes, Jennifer Jasper-Lucas, Rebecca Reckers.

Also present were: Justin Brinkman and Richard Bohl

TASK FORCE DISCUSSIONS:

Name Chair and Co-chair

Discussion:

1. Name Chair Stephen Knipper and Co-chair Diana Nicely.

Discussion:

1. Review Agenda with all attendees and establish a meeting schedule and subject matter experts.
2. Preparation(s) for three categories: Individuals/families, special needs citizens, and city Employees would be discussed.
3. A comprehensive list of preparation material can be found on FEMA and other Emergency Management websites.
4. Once a comprehensive list is made for all three categories, we will have representation from Erlanger Fire, Rescue, Police, and Information Systems to discuss the plans already in place and how to integrate these into a comprehensive plan that can be shared with the citizens of Erlanger.

Action Required:

1. Stephen Knipper requested representatives from Fire, Police and Rescue during the Erlanger City Council meeting on May 3rd to come to the next task force meeting May 17th at 5:00 for discussions about current plans in place for a city-wide Emergency.
2. Information Systems personnel will still need to be contacted to attend the meeting.
3. Councilman Hermes suggested we talk with Fire concerning volunteers available through the CERT Program (Community Emergency Response Team)
4. Councilman Hermes also suggested we consider pamphlets with the task forces findings to be distributed at the Summer Send Off Event.
5. We will need to consolidate all information from above departments and get department head reviews of any plans we are suggesting the city make.
6. We will also place all known preparations (supplies or tasks) that citizens can do to maximize the City's Emergency Response plan.
7. A comprehensive list of communication of the final plan to citizens: IE: Written, web based, news media or other methods for broad distribution of the information.


ADJOURNMENT

M/S Nicely/Hermes, to adjourn the task force meeting at 6:52 pm. All ayes, no nays, motion carried.

ATTESTED BY: APPROVED AND RESPECTFULLY SUBMITTED:



Sherry Hoffman
City Clerk



Stephen Knipper
Chairperson, Emergency Preparation Task Force