

## MEETING MINUTES

### EMERGENCY PREPARATION TASK FORCE

May 17, 2022

Councilman and Task force chair, Stephen Knipper called the task force meeting to order in the City of Erlanger Council Chambers at 5:00 p.m., Tuesday May 17<sup>th</sup>, 2022.

The following members of council were present: Stephen Knipper (Chair), Diana Nicely (Co-Chair), Jennifer Jasper-Lucas and Rebecca Reckers.

Also present were: Fire/EMS Captain Richard Bohl, Police Chief Kyle Rader, and two other members of the Erlanger Police Department.

#### TASK FORCE DISCUSSIONS:

##### Review of the last meeting

- Discussion:
  1. Chairman Stephen Knipper reviewed prior minutes and the purpose of the task force to all attendees.
- Discussion:
  1. Confirmed the list of personal preparation, suggested items should be from both the FEMA.gov and Ready.gov websites.
  2. Erlanger Police Chief confirmed that the City of Erlanger Police have a preparation plan in place with one prime directive: To keep the citizens of Erlanger safe.
  3. Discussed the role of the officers in coordination with the County Emergency Communications re-establishment protocol so dispatch can be operational.
  4. Role of the individual officer will be to manage mission critical items that are assigned by the Emergency Management Team including but not limited to the National Guard, Erlanger Fire and EMS, Kenton County Sheriff or established incident command center.
  5. Erlanger citizens could register their family members with the special needs registry that the Kenton County Dispatch stores. The number to add a friend or family member is (859) 727-2434. The special needs registry is for elderly citizens, recent surgery patients, patients dependent on oxygen or medications
- Discussion:
  1. Richard Bohl reaffirmed the role of the Erlanger Fire and EMS and stated that their prime directive is to mitigate and prioritize calls that come into dispatch once communication and or electricity has been re-established.
  2. The Fire and EMS also play a critical role in performing house check ins and assisting the special needs registry. In addition to fire fighting and rescue of possible trapped residents. The Fire and EMS will work on a regional dispatch service covering other cities that may have other emergencies that are considered priority.

3. Discussions around best action for citizens to do in the unforeseen event that communication (dispatch) or electricity or utilities are disrupted for longer than 24 hours. The best course of action that residents can do is to remain inside their homes and minimize as much activity on roads or neighborhoods as possible because circumstances are unknown and very dynamic if large crowds assemble. Police will be patrolling neighborhoods with their presence known to discourage looting and others who try to take advantage of the situation. Residents are encouraged to stay within their homes and communicate with police or fire members who will be patrolling to keep order and aid.
- Discussion:
    1. The preparation plan review will be finalized at the next meeting and final thoughts and any remaining items will be discussed to add to our communication plan to the residents.
    2. Committee recommendations to council and city administration on how best to communicate all the assembled information to the residence.
    3. Communication suggestions: prominent web site page, Facebook page, printed pamphlets for Kick off of Summer Event. Cards with QR codes on them that when scanned take you to the Erlanger web site or Kenton County Code Red Emergency Preparation site.
    4. The communication content will be assembled next meeting and moved to the next council meeting for final input before implementation.

ADJOURNMENT

M/S, Lucas-Niceley, to adjourn the task force meeting at 5:39 p.m. All ayes, no nays, motion carried.

ATTESTED BY:

APPROVED AND RESPECTIVELY SUBMITTED:

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Sherry Hoffman, City Clerk

Stephen Knipper, Chair