



Community Services Advisory Commission

**November 10 2020**  
(Virtual Meeting)

**Minutes**

<b>Commission Members:</b>	<b>Present:</b>	Steve Dritz, Vivekanandan Arunachalam, Tom Strup, Alice (Dee) Kanonchoff, Elizabeth McClain, Gary Gassin, Jim Snider
	<b>Absent:</b>	None
<b>Staff Members Present:</b>		Nick Plouck, Management Assistant Tom Hirschy, Emergency Mgmt Coordinator/Law Enforcement Planner
<b>Guests:</b>		None

**I. Call to Order**

Mr. Dritz established that a quorum was present and called the meeting to order at 6:35 p.m.

**II. Public Comments on Items Not on the Agenda**

With virtual assembly, meetings are advertised and the public has the ability to submit public comments in advance of the meeting. No comments were submitted for this meeting.

**III. Approval of Meeting Minutes**

Minutes from the October, 2020 meeting were distributed via email for review. Mr. Dritz and Ms. Kanonchoff had a few grammatical edits. Mr. Strup motioned to approve the minutes with the edits. Ms. Kanonchoff seconded the motion. All in favor, the October meeting minutes were unanimously approved.

**IV. Emergency Management Overview (Tom Hirschy)**

Mr. Hirschy introduced himself to the Commission. Mr. Hirschy is the Emergency Management Coordinator/Law Enforcement Planner and has been in this position for ten years. He was a police lieutenant for the City of Dublin for 16 years prior to his current position and prior to that he served as a police officer in Willard, Ohio for six years. Combined Mr. Hirschy has 32 years of law enforcement experience and public safety experience. Mr. Hirschy was asked to talk to the Commission this evening about emergency management and what it is and how the City interprets emergency management. Mr. Hirschy said this will be a very informal presentation, so if at any time there are any questions, please ask.

Mr. Hirsch started his presentation by explaining that Emergency Management within the City of Dublin is actually identified in the Code of Ordinances. Chapter 36 in the Code deals with Emergency Management. It details what the City's responsibilities are and what the City Manager's responsibilities are when dealing with any type of an emergency. The main areas deal with appointments and organization in the City, the powers and duties of the City Manager; as well as the development and maintenance of a local emergency operations plan. Mr. Hirsch said as he is talking, he's probably going to throw in different terminologies that are going to mean the same for purposes of this presentation. So if the words emergency, disaster, critical or critical incident then consider those things all the same for the purpose of this presentation.

Mr. Hirsch explained that one of the first steps that the City deals with in preparing for emergencies is identifying what it is that's likely to occur or likely to have a significant impact in the City of Dublin. Thankfully where Dublin is located, there are a lot of hazards that the City doesn't have to prepare for. Since we are not a coastal community things such as hurricanes, tsunami and tropical storms don't impact Ohio. We may have some cursory impact with winds sometimes occurring. The City also doesn't have large land masses that include forests, so we don't have to worry about wildfires, landslides or things of that nature either. The City details our risk assessment hazard analysis is kind of a combination of factors. The City looks at events that have occurred in Dublin in the past. The City pulls our management and supervisors to see what they think will have a major impact in Dublin. Also in late 2017/early 2018 the City actually surveyed 200 Dublin residents in conjunction with the Franklin County Emergency Management Association and the Homeland Security Agency, to get their input as to what they think are those hazards that the City of Dublin should prepare for or what they thought is most likely to happen in Dublin. Mr. Hirsch shared a list of events that are specific to Dublin. They are not numbered based on importance or priority because each of the events can have a substantial impact on the community. The other list Mr. Hirsch shared is from the Franklin County Emergency Management Agency (EMA) and what they prepare for in regards to their hazard analysis. Both list may not be in the same order, but there are a lot of hazards in the City of Dublin, that are also represented in Franklin County.

Dublin, Ohio	Franklin County, Ohio
<ul style="list-style-type: none"><li>• Utility/Energy Interruption or Failure</li><li>• Severe Winter Weather Event</li><li>• Cyber Threat</li><li>• Tornado Event</li><li>• Severe Summer Weather Event</li><li>• Air &amp; Water Pollution/Contamination</li><li>• Invasive Species</li><li>• Drought</li><li>• Hazardous Materials Incident</li><li>• Infectious Disease</li><li>• Lone Wolf Terrorist Incident</li><li>• CBRNE Terrorist Incident</li><li>• Flooding</li></ul>	<ul style="list-style-type: none"><li>• Tornadoes</li><li>• Cyber Threat</li><li>• Infectious Disease</li><li>• Flooding</li><li>• Lone Wolf Terrorist Incident</li><li>• Dam Failure</li><li>• Utility/Energy Interruption or Failure</li><li>• CBRNE Terrorist Incident</li><li>• Severe Winter Weather</li><li>• Hazardous Materials Incident</li><li>• Civil Disturbance</li><li>• Severe Summer Weather</li><li>• Transportation Accident - Aircraft</li></ul>

Mr. Hirschy said as the City puts this information together between the City Code and identifying what those things are that the City should be most prepare for, the City then embarks upon what staff calls a Comprehensive Emergency Management System. A part of that system is an implementation of four phases.

**Phase 1 – Mitigation** - Trying to prevent or reduce the degree of long-term risk to human life and/or property from any type of hazard. Emergency management is the responsibility of all divisions and departments within the City. Mr. Hirschy helps coordinate those efforts. It also expands outside of that with both businesses, non-profit organizations, social groups; as well as families and individuals. Examples of the first phase include: building codes, fire prevention, community planning, zoning codes and public education.

Mr. Hirschy referred back to the risk assessment/hazard analysis list. Flooding is towards the bottom of the list. Flooding is one of the most encountered events in Ohio in regards to emergencies, disasters and things of that nature, but the way that the Dublin community was planned, is that for the most part Dublin has not developed along the river or creeks, close enough where we get flooding that causes long-term or repetitive structure damage in Dublin. Through mitigation we have been able to reduce the likelihood of a flooding event causing much damage to the City.

**Phase 2 – Preparedness** - This is basically those actions taken in preparation for or in advance of an emergency, so that the City is better able to facilitate a response to that emergency. Examples include the Emergency Operations Plan, tornado sirens throughout Dublin, lightning prediction systems in our major parks, Smart 911 and mutual aid agreements with other cities in Ohio. He also provided some preparedness resource links in his presentation that are available for the public:

<https://dublinohiousa.gov/living/smart-911/>  
<https://alertfranklincounty.org/>  
<https://nextdoor.com/>

<https://twitter.com/DublinPolice>

**Phase 3 – Response** – This is what's going to take place when something bad happens. In Dublin there is law enforcement, fire departments, fire and rescue and emergency medical units. The City has evacuation plans, shelter in place locations and public information to help people respond to incidents as they occur.

**Phase 4 – Recovery** – The last phase is any type of short term or long term activity designed to get Dublin back to where it was in its normal state, or even in an improved and advanced state. A few examples of the things the City deals with are: damage assessment, debris management, decontamination, disaster assistance and temporary housing.

Mr. Dritz asked about the preparedness phase. With COVID-19 where there actually operational plans that were already written and ready to execute or was it developed as it happened.

Mr. Hirschy replied that the City started planning for any type of pandemic event in 2009 after the H1N1 series of events occurred. The City updated that plan in 2011 and again staff is updating that plan now. The plan was already in place as to how the City was going to respond to a traumatic pandemic event. This include who and how certain personnel would work remotely to how to clean and disinfect. It also includes the use of masks, the use of alternative schedules, vehicle usage and other instances to that nature. The City's plan is also in coordination with the State and County pandemic plans.

Mr. Hirschy said in general, in response and when recovery activities are necessary, they will occur using the following priorities:

1. Lifesaving
2. First Responder Safety
3. Incident Stabilization
4. Property/Environmental Preservation

Mr. Hirschy also said that as a part of the City's planning, we identify what is called essential facilities and essential systems in the City. These are areas the City is going to work on to try to restore as quickly as possible in the event that some type of critical incident impacts them.

**Facilities:**

Dublin Justice Center  
Washington Township Fire Stations  
Hospitals  
Schools  
Infrastructure (Roads, Bridges, etc.)

**Systems:**

Electricity  
Water  
Sewer  
Communication  
Gas

Mr. Hirschy point out that an example is the Dublin Justice Center. It is one of the major facilities that the City is going to try to restore first and foremost because this is where the City's 911 center is located as well as the City's Emergency Operations Center and the Police Department itself. Those are three critical functions that need to be operating during a critical incident or emergency are housed in this environment. Some other examples of high priority facilities are listed as well. Along with the facilities listed, there are also systems in place that we're trying to work with. In Ohio, a lot of these systems (not all of them) are privately operated. So the City would work in cooperation with those private vendors in trying to restore those services. These top priority systems are going to help the City respond to the emergency or disaster that is happening.

Mr. Hirschy explained that the Emergency Operations Plan (EOP) itself is designed as an all hazard plan so the City doesn't necessarily develop specific plans to specific emergencies. This allows the City to respond to just about any type of natural, man-made or technological event occurring in Dublin. This plan is reviewed on an annual basis by Mr. Hirschy, several City leaders, Washington Township Fire Department, as well as the City Manager himself. Everyone looks at this plan to determine if the City needs to amend, change anything, discuss lessons learned, or discuss if there are things that could be done better. This EOP utilizes an integrated management system, which are three federal components that have kind of been mandated on state, county and local government to use for emergencies. These components are as follows:

- 1. *Incident Command System*** - An organizational structure that develops in a top-down modular fast fashion based on the size and complexity of the incident.
- 2. *National Incident Management System (NIMS)*** – It's a system that's based on interoperability communications, as well as the Incident Command System. It makes sure that it's using clear communication. It requires the use of clear language and no codes used for easy and clear communication between police, fire and other emergency management services.
- 3. *National Response Framework*** – A framework that allows local agencies to work with state, county and other federal agencies, along with private partners, non-private partners, non-profit agencies.

Mr. Hirschy explained some of other major components of the EOP, which include:

- Emergency Authority, Powers, & Duties
- Four Phases of Comprehensive Emergency Management
- Mutual Aid and Resource Acquisition
- Organizational Assignment of Responsibilities
- Department and Division Responsibilities
- Inter-Government Assistance
- Private and Non-Profit Organizational Roles
- Direction, Control, and Coordination of a Critical Incident
- Restoration of Community Lifeline and other Public Services
- Continuity of Government
- Training and Equipment
- Financial Information
- Plan Administration, Development and Maintenance

Mr. Hirschy added that the City's EOP contains a number of appendix such as:

- Local Emergency Support Functions (ESF) – 15 functions identified by the State of Ohio that they would want any community to be able to deal with such as law enforcement, public affairs, fire-fighting, search and rescue, public health and things of that nature.
- Threat Assessment/Hazard Analysis – as discussed earlier
- Pandemic Plan – will discuss later in presentation
- Emergency Operations Center (EOC) Plan – located in the basement of the Dublin Justice Center. This is where the 16 City leaders would meet in the event that a crisis would take place. With the uniqueness of this pandemic, the City does not want to bring people physically together and take the risk of getting them ill, so the City has developed a Virtual Emergency Operation Center and that is also included in the EOC Plan.

Mr. Hirschy continued to say that each department in the City is encouraged to have their own EOP. Some divisions have a physical plan and some have some type of policy or procedure in their own type of work environment. For example, the Dublin Police Department has their own EOP that supplements the City's EOP. It helps to identify the incident command function and who would be in charge if something were to happen. The major components of the Dublin Police EOP include:

- Incident Command Function
- Operations Function
- Planning Function
- Logistics Function
- Finance/Administration Function
- Dublin Emergency Calling System
- Dublin Emergency Warning System

- Actual/Suspected Biological Agent Discovery Procedures
- O'Shaughnessy Dam Emergency Action Plan
- Inspection for Operational Readiness of Equipment
- Training on the Agency's "All Hazard" Plan

Mr. Hirschy said one of the components of the Dublin Police EOP that is not included in the City's EOP is the O'Shaughnessy Dam Emergency Action Plan. There has been some discussion over the years as to where to put that component. Being that technically it is located outside of the City of Dublin, it would really only be the police department that would be responding in the event that something significant may be happening.

Mr. Hirschy explained that select employees throughout the City are identified to complete a number of federally mandated National Incident Management Systems training, as well as the Incident Command System training. Those trainings occur online and in-person, depending upon the level of training someone is completing. In addition, the City does an exercise every single year to test the City's EOP. City staff also participates in different events at the County level and with other local communities. The City is also prepared to send employees, vehicles and/or equipment to partner with other local communities in a time of need. The City did this in the early 90's when there were storms and flooding in Southern Ohio. The City sent a contingent during 911 to New York City, and the City has sent a contingent with about a dozen police officers to New Orleans during Hurricane Katrina to help with policing that community.

Mr. Hirschy shared a link for the Dublin's Emergency Preparedness webpage which is <https://dublinohiousa.gov/emergency-preparedness/>. On the City's website there is a section called "Public Safety" which has information on Dublin's Emergency Preparedness. The link information that businesses and school can use. It's also geared towards resources for families and individuals to prepare themselves to not only be ready for any type of critical incident, but to be more knowledgeable.

Mr. Hirschy provided an outline as to what took place with the pandemic. January 22<sup>nd</sup> was the first time Mr. Hirschy started tracking information in regards to this particular COVID-19 Pandemic that was taking place in China and moving its way to the United States. The City Manager was notified along with the Chief of Police. The City Manager then started communicating with key staff regarding this pandemic and what was starting to happen in the United States. At the end of February approximately 60 cases were identified in the United States, primarily in the northwest coast. Around March 12<sup>th</sup> the City of Dublin in conjunction with Franklin County Board of Health, made the decision to start canceling events in and around Dublin. The City canceled all St. Patrick's Day events, the State of the City and the pedestrian bridge opening.

Mr. Hirschy continued to explain that on March 17<sup>th</sup> the City Manager issued a Declaration of Disaster or Emergency for the City of Dublin. The primary reason to make sure that Dublin was available for federal and state recovery resources, but it also allowed him internally to suspend

certain Collective Bargaining Unit agreements that were in place in order to ensure that the City had the people staffed in the City of Dublin, that were needed in the event that this pandemic was going to become worse. City internal travel was suspended, as well as the City Manager started closing down City facilities and other City operations from the standpoint of COVID-19. At this point the City setup the daily pandemic call. This was considered the virtual EOC that involved over 40 City employees meeting on a daily basis to talk about anything in regards to this pandemic event. The emergency response priorities were one of the things staff talked about very early on. Those priorities included protecting the public, protecting staff and ensuring their availability, continuity of government, providing essential service, ensuring the City's fiscal health, ensuring the City's economic vitality, conducting joint information center operations and preparing for future operations. Everything the City did essentially was focused on those priorities as to how the City of Dublin was going to respond to this pandemic. Mr. Hirschy briefly discussed some of the other topics which included:

- Essential Functions Assessment
- Joint Information Center – Intelligence & Information Review
- Update on Community, Business, Schools, Social Services, Senior Living Facilities, Internal/External Messaging
- Finance Update
- Employee Health Update
- Human Resource Update
- Washington Township Status Update
- Logistics, Supplies, and Inventory
- Safety and Risk Management Update
- Information Technology Update
- Future Operations Planning
- Care and Wellness
- Roundtable

Mr. Hirschy referred back to Emergency Management. He has talked primarily as to what is done from the City's perspective, but that is only one component of Emergency Management. There are a lot of other components which include some of the following examples:

- Government – City of Dublin, Franklin County, State of Ohio, Washington Township
- Private Sector/Business – electric, gas, water and cable are a few examples of private sector/businesses
- Social Service and Non-Profit Organizations – American Red Cross
- Schools – Dublin City Schools
- Churches
- Media
- Families
- Individuals

Mr. Hirsch explained what residents can do to prepare. The City has been encouraging residents for more than ten years about what residents can focus on for preparation. First and foremost residents should be informed and know what's going on. Listen to the emergency signals throughout Dublin. Use available applications on cell phones such as the weather application. Pay attention to the news to know what's going on around the community. Secondly, have a plan in place for emergencies. If a tornado is in the area, your family should have a plan on what to do and where to go. If your family is spread across town in different areas; families should have a plan for communication. Last but not least, residents should build a kit. There should be a kit for home with water, canned foods, medicines needed, blankets, flashlights, etc.

Mr. Hirsch said there are some things to be considered when dealing with emergency management such as individuals with special needs, elderly residents, family, neighbors and pets.

Mr. Hirsch concluded his presentation and asked the commission members if there are any questions the commission may have.

Mr. Dritz asked if the City Manager has the ability to override the governor. For example if the governor determines restaurants can only have a twenty percent capacity, can the City Manager increase it to a forty percent capacity?

Mr. Hirsch replied that the City Manager cannot override things such as this. He did explain that there is something referred to as "Home Rule" and there are certain things that aren't decided upon by state government, where local governments have the right to institute. Mr. Hirsch also explained that the City Manager is going to follow the direction set forth by the governor as well as Franklin County Board of Health.

Mr. Snider commented, and he believes he speaks for all of the Commission in thanking Mr. Hirsch for all of his years of service over the years through law enforcement and emergency management. Dublin is a great community to live in and Mr. Snider said he always feels well protected and he appreciates it. Mr. Snider if the sirens are all warnings or if there are different siren to watch for bad weather or tornados.

Mr. Hirsch thanked Mr. Snider. He replied that the tornado siren is only going to be activated when there is a tornado spotted by a certified tornado spotter or a public safety person on duty has seen the tornado in a particular area within the range of the siren. The sirens will activate if the National Weather Service issues a tornado warning that is within a designated mapped area that NRECC maintains. The siren activates for three minutes than it's silent for seven minutes. This will continue until the warning expires itself. The reason for the siren is simply to alert people who are outside to get inside and either turn on their television or whatever technology they have to gather further information for direction as to what to do. The problem is a lot of resident think the sirens are intended to be heard while they are inside and that's not the case. We have 30 tornado sirens in Dublin and we test them every Wednesday at noon unless there is actually some type of weather event happening at that time. We have staff that make sure they are all

working and if not, repairs are made to ensure they are ready for any type of emergency. We have so many systems, so if something did happen to fail in the event of an emergency, there is an overlap of sirens to be able to cover everybody outdoors in the area in the City of Dublin.

Mr. Snider also inquired about the voice he hears on Wednesday when the sirens activate. He asked if that voice is ever used for notification in case of an emergency.

Mr. Hirsch said the City did utilize the voice system a few years ago at the Dublin Irish Festival when the City had to evacuate the grounds due to a major storm coming in. Not only did we have to make another audible siren to get people's attention, but staff then used that audible system through that siren to direct people as to where to go in regards to shelter. So it can be used in a very specific narrow type of instance. It can become very difficult to hear if you are not located near a siren itself. We are lucky to have a siren right in the middle of the Dublin Irish Festival grounds, so it's easy to hear the audible on the park grounds.

Mr. Hirsch commented that some people get the emergency siren confused with the lightning detection system, which is a completely different system. The lightning detection system uses science to identify the potential for a lightning strike anywhere with 10 to 25 miles of the City of Dublin. This helps alert sports teams that a storm with lightning is coming so they can vacate the fields with as much notice as possible. The City wouldn't wait to active the emergency siren until the storm is right on top of the City, but to give people as much notice as possible.

Ms. Kanonchoff asked if the City's participation with the O'Shaughnessy Bridge related to the City being a part of the Northwest SWAT organization.

Mr. Hirsch replied yes and no. That's a part of it, but our participation is also because Dublin is the first community that is going to be impacted if the dam fails. Mr. Hirsch commented that when he took over this position, the federal government was then doing a major test at the O'Shaughnessy Dam. Mr. Hirsch brought up the question in a group of about 60 people the question of why the City of Dublin isn't playing a more prominent role. It was noted that the dam was not in Dublin, but when presented by a map of the area it was noted that Dublin was the closest community that would be impacted by it. At that point in time Dublin started playing a very significant role with it. The dam is monitored and maintained by the City of Columbus power and water. They have staff on duty 24 hours/seven days a week that travel to all the dams throughout Central Ohio. The City of Dublin along with the Delaware County Sheriff's Department and Shawnee Hills Police Department are on the contact list that if there are any reports of damage or anything suspicious were to occur, the City would be contacted and would be one of the first responders to investigate what is taking place. If we feel there is an issue and we feel like the dam is going to break then we would take the precautions necessary to alert those Dublin residents that will be impacted.

Mr. Kanonchoff ask if this has ever happened.

Mr. Hirschy said it has not. That dam was built when they built things the right way with concrete and steel. There would need to be some type of major event for that dam to be impacted and have any type of risk to Dublin. Now there has been, over the years, tremendous amounts of rainfall and Columbus will do controlled releases of water into the Scioto River. There will some river elevation spike up and certain homes along State Route 257 will start to see some water coming up in their yards, but again because of Dublin's good planning most homes along that river in Dublin aren't built right on top of the river. There's quite a bit of space in between to prevent structural damage and things of that nature.

Mr. Dritz asked what type of relationship the City of Dublin has with FEMA (Federal Emergency Management Agency).

Mr. Hirschy said the City does not have a direct relationship with FEMA. The way Emergency Management is set up is that the City of Dublin reports directly to the Franklin County Emergency Management and Homeland Security Agency. Anything the City needs for State or Federal resources goes through a process we would make that formal declaration to Franklin County EMA. They would review it and determine if they have the resources to help us. If they don't there are two different directions they can go. They can seek mutual aid from other places or they can ask the State. If they ask the State, at that point the State is the organization that has key ties to FEMA. The State would work directly at that point to determine if any federal resources are needed.

Mr. Snider asked Mr. Hirschy if he had any type of wish list for things that could be done in regards to Emergency Management if funds were not a factor.

Mr. Hirschy said in that regards, and he is not at all complaining what so ever, but in the EOC there are three monitors that operate off of one computer. We are looking down the road, when budget funds become available to expand that center. After speaking with Grove City, Ohio after they had the tornado hit Grove City; we discussed with them lessons learned from that event. They told us they had five monitors going simultaneously and it was enough to track the different things going on in regards to messaging, direction, television, media coverage, etc. It's not anything expensive and staff is looking at doing it, but when the pandemic hit some of our budgets were reduced as a smart direction since we didn't know what the short and long term impact of the pandemic would be. Once we are through the pandemic, we will look at adding some additional equipment. He also added that some folks have asked him when we get through the pandemic and he does not have an answer to that. He feels that it will be midpoint of 2021 before we go back to something that we recognize as being somewhat normal. It could possibly be even longer than that.

Ms. McClain wanted to commend staff of keeping the sirens up and running. She lives behind Avery Park and she hears the sirens every Wednesday and they are prepared if they hear sirens. She said the Smart 911 site is amazing. Also on the Next Door site, Dublin does a great job and providing information on that particular site too. Whether there are events going on or

emergencies the residents should be aware of, the City does a great job of keeping us all informed. It's wonderful to live in this community.

Mr. Hirschy said he also needs to give shout out to Jay Somerville, who is our Technical Services Bureau Commander. He runs our radio room who monitors the sirens. As well to Jeannie Willis in our Engineering Division that oversees the staff that physically maintains them. We have a great team of staff to work with and it makes easy to manage.

Mr. Arunachalam asked how the City manages events such as civil disturbances around Dublin but not necessarily in the area, such as some of the occurrences that took place over the summer. How does the City manage Amber Alerts and how would the City react to an incident at the Columbus Zoo regarding animals (similar to the situation in Zanesville).

Mr. Hirschy said the City has had civil disorder in Dublin, but not to the capacity of rioting and property damage as some of the other communities have had. We will be working on updating our hazard analysis and look at all of those processes again. We have had protesting in Dublin, but all of the participants have been doing it legally and exercising their right free speech and the City supports that 100%. The City of Dublin did send Dublin police officers to help out in downtown Columbus during the rioting situation. Our staff took more of a peripheral traffic control on the very outer edges of that situation.

Mr. Hirschy said in regards to Amber Alerts, those are run through the State of Ohio and the City of Dublin has no involvement in that process. The alerts are done through a system through the State of Ohio with cell phone carriers.

Mr. Hirschy said the City of Dublin has a very good working relationship with the Columbus Zoo and also through the Delaware County Sheriff's Department, so we stay connected with what's going on.

Mr. Dritz thanked Mr. Hirschy for his presentation for the Commission this evening.

Mr. Hirschy said if anyone should have any questions in future, please feel to reach out to him.

## **V. Future CSAC Topics**

Mr. Dritz asked Mr. Plouck if this would be a good the calendar of topics and the chart of future topics of discussion.

Mr. Plouck emailed this information out to the Commission ahead of time, so hopefully everyone received it. He did let the Commission know that Doug McCollough, Chief Information Officer will be presenting to this group in January in regards to the different projects the City is doing in relation to connectivity in the City. As far as specific projects for this Commission from City Council; there hasn't been anything assigned at this time. Dublin City Council just approved the 2021 Operating Budget, so they will probably be evaluating their committee structure and

their calendars and determine what their schedules will be in 2021. Mr. Plouck said the City Manager, as well as Mr. Plouck has made City Council aware that this Commission is ready to start on another project.

Mr. Dritz asked the Commission members if anyone has any initiatives they would like to add to the list of topics to discuss.

Ms. Kanonchoff discussed the current composting pilot program that is taking place; which was a recommendation from this Commission. She said this is a great program. She asked Mr. Plouck how the City will determine if the pilot program is successful in order to possibly expand the program.

Mr. Plouck said he will follow-up with Michael Darling and find out how the program is working and how residents are responding to the program. Mr. Darling is a supervisor in our Division of Streets & Utilities and he handles all of the recycling and refuse programs. Mr. Plouck will follow-up with Mr. Darling and see if he would be interested in attending a meeting to provide an update or at least provide an update at the end of the pilot program to share his findings with the Commission.

## **VI. Other Items of Interest**

No Other Items of Interest.

## **VII. Next meeting: December 8, 2020**

Mr. Dritz mentioned that the next meeting is on December 8<sup>th</sup>. He said there are currently no topics of discussion for December and Mr. Plouck may not be available to attend the December meeting. Mr. Dritz asked the Commission members if they were fine with taking a break in December and resuming in January. The Commission members were all fine with not meeting in December and waiting until January to meet next. Mr. Dritz said the next meeting will be January 12, 2021.

## **VIII. Adjournment**

Mr. Dritz adjourned the meeting at 8:30 p.m.

Respectfully Submitted by:



Marja Keplar, Administrative Support III

Attachments: Emergency Management PowerPoint