

## LOCAL GOVERNMENT EMERGENCY PROGRAM ADVISORY COMMISSION

## Minutes of Meeting Held Thursday January 20, 2011 at 10:30 a.m. CRD – 625 Fisgard Street – Room #107

Present: Geoff Amy, City of Colwood

Dave Cockle, District of Oak Bay

Ian Elliott, Southern Gulf Islands Electoral Area

Clare Fletcher, Emergency Management British Columbia (EMBC)

Val Fletcher, District of Highlands Brock Henson, District of Saanich Sara Jansen, Capital Regional District

Rob Johns, City of Victoria Troy Mollin, Town of View Royal

Ralph Mohrmann, Emergency Management British Columbia (EMBC)

George OBriain, Juan de Fuca Electoral Area

Cindy Patton, Capital Regional District (recording secretary)

Geoff Spriggs, City of Langford

Maegan Thompson, Township of Esquimalt John Trelford, District of North Saanich Travis Whiting, Capital Regional District

Regrets: Stephanie Dunlop, District of Metchosin

T. Whiting called the meeting to order at 10:35 a.m.

# 1) Welcome and Introductions:

Everyone was welcomed to the meeting.

### 2) Approval of Agenda:

EMBC Fiscal Year End & HRVA (C. Fletcher) were added to the agenda under "Other Business".

It was **Moved** by D. Cockle and **Seconded** by B. Henson that the agenda of the Local Government Emergency Program Advisory Commission (LG EPAC) be approved as amended.

**Motion Carried** 

### 3) Approval of Minutes from Last Meeting:

It was **Moved** by G. OBriain and **Seconded** by V. Fletcher that the minutes from the December 16, 2010 LG EPAC meeting be approved as distributed.

**Motion Carried** 

# 4) Review of Mid-Island Agenda/Minutes:

The November meeting was cancelled therefore there were no minutes to review.

# 5) Review of CRERCC Minutes:

It was **Moved** by I. Elliott and **Seconded** by G. OBriain that the November 30, 2010 CRERCC minutes be received as presented.

**Motion Carried** 

### 6) Shakeout BC:

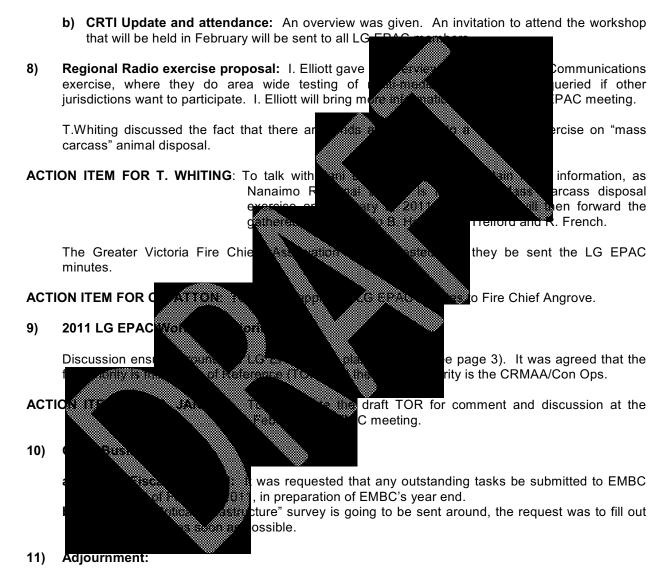
An overview was given. Currently there are over 350,000 participants registered. CFAX will be broadcasting the drill. The media is looking for locations/events to film; if you are interested in having your event videotaped, please let one of the Shakeout BC committee members know.

## 7) Working Groups:

a) CR Mutual Aid Agreement/Concept of Operations (CRMAA & ConOps): The working group met with the Province today and obtained a letter in support of the CRMAA.

**ACTION ITEM FOR T.WHITING:** To forward a copy of the Province's letter to all LG EPAC members for feedback; feedback due back to working group in two weeks.

i. **EOC Staff Accreditation:** Discussion ensued and it was agreed that there is a need for a standardized database of EOC trained staff and that 'accreditation' needs to be defined. Processes for accreditation also need to be looked at.

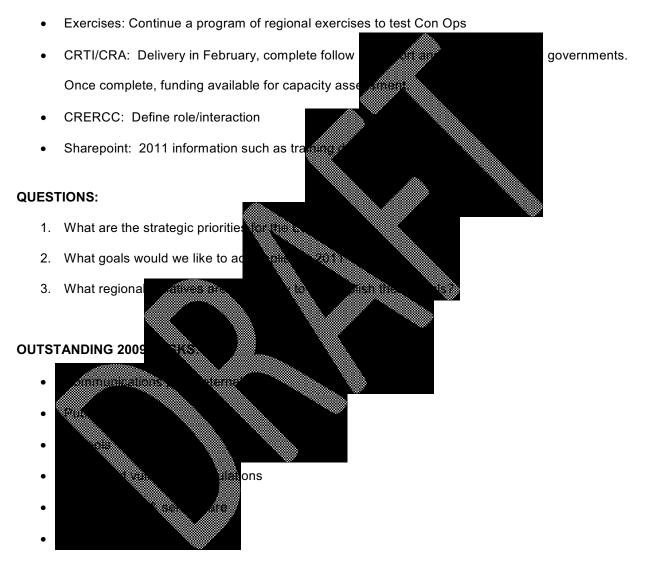


On motion by G. OBriain, the meeting adjourned at 11:55 a.m.

Next Meeting, February 17, 2011 at 10:30 am at the CRD, Room 107, Main Floor

#### **OUTSTANDING 2010 TASKS:**

- Terms of Reference (TOR): Review and discuss
- ETeam: Complete SOP's, regional exercises
- Training: Work with MIECM group on Provincial training roll out, liaise with BCAEM training.
- CRMAA/Con Ops: Finalize documents for acceptance from LG EPAC, determine roll out process to local council. Finalize SOP's for regional coordination.



- Governance
- Critical infrastructure
- Coordinate preparedness messaging
- Resource sharing during an emergency