

Agenda for Shady Cove Meeting with Jackson County Emergency Mgmt.

Date/Time: Tuesday, May 6th 1:45pm – 3:45pm

Location: Shady Cove Library

Join Zoom Meeting

<https://us06web.zoom.us/j/82284068191?pwd=oC804a8Rc7FZVKnlwSJJpakGcaCcfo.1>

Meeting ID: 822 8406 8191

Passcode: 223866

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Find your local number: <https://us06web.zoom.us/j/kcEN4kPLJe>

1. Announcements & Roll Call

1.1. Call to Order _____ (time)

1.2. Statement that meeting is being digitally recorded.

1.3. Roll Call

Name	Seat	Role/Position	Attendance
Delaney Richmond		Jackson Co. Emergency Manager	
Shawn Richards		Jackson Co. Deputy Emergency Manager	
Jay Taylor	1	SC-EMC Chair	
Nancy Martin	2	SC-EMC Vice-Chair	
Natalie Swendener	3	SC-EMC Secretary	
Mike Martin	4	SC-EMC Member	
Open seat	5	SC-EMC Member	
Paige Winfrey		Council Liaison	
Michele Parry		Shady Cove City Administrator	
Guest			
Guest			
Guest			

1.4. Pledge Of Allegiance

1. Updates from SC-EMC on work since our last meeting February 3rd, 2025.

Completed draft Incident Action Plan, conducted workshop on 3/27/25 with City Council & City Administrator. We have also updated our contact list and started researching support agencies identified by Jackson County (such as RVCOAD & SPIRE). However, most of our work has been focused on preparing for the City Council workshop and update of the first draft Incident Action Plan.

Post-workshop, we also prepared a review at the City Council’s request on Lines of Succession and Governance during emergencies. That document has been furnished to the Council, however we haven’t yet had feedback on it.

We are also continuing to work on support for computer equipment and Digital software for the SC-EMC. We are currently working on a compliance document to ensure that we meet the rules of Oregon Public Meeting laws when working digitally.

2. Feedback from the 3/27/25 SC-EMC & City Council Workshop (Emergency Response expectations)

It may be helpful for participants to listen in advance to the City Council's comments in their 4/17/25 meeting, when they followed up on guidance. The relevant discussion is at about the 1:11:45 mark, for about 10-15 minutes. The link to the recording is below.

<https://shadycove.org/wp-content/uploads/2025/04/04172025-Regular-CC-Meeting.mp3>

3. Open discussion with Jackson County Emergency Management on current Shady Cove Emergency preparedness and next steps to prepare for fire season.

4. Review of previous meeting's action items & key discussion points.

a. Emergency preparedness documentation (EOC handouts).

Jackson County was going to provide some sample documentation to help the SC-EMC manage emergencies.

b. Possible participation in Jackson County evacuation exercise.

Jackson County will be planning an exercise for evacuation in May that would be helpful for us to experience.

c. Jackson Alerts training/setup

In the previous meeting, we noted that Shady Cove would like to receive training so that we can be designated as an alert sender. City Administrator Michele Parry would be the primary alert sender; the SC-EMC would also like to participate in the training. After receiving training, Michele can work with us, and designate someone as a backup for sending alerts.

d. Genasys Protect Maps request.

During the previous meeting, we briefly talked about how we could get access to the Shady Cove evacuation zone maps, so we could get digital copies. For background, when we go to the website,

and pull up one of our zones (ex: <https://protect.genasys.com/zones/US-OR-JAC-SHC-157>) we can see the zone, but there is no ability to print. However, during some earlier research, we saw there was a way to login, and there was supposed to be a way to get an offline copy of the pre-plan for a zone. Can the county assist in getting a login, or just getting us a copy of the pre-plans for the zones SHC-151, 152, 153, 154, 156 & 157 (there is no zone SHC-155). We'd also be interested in the surrounding zones JAC-131, 132, 137, 158, 159, 164 & 166. If we can get a reasonably large-sized digital copy of the maps (approx 2x3 foot or 3x4 foot drawing sheet), we can arrange to get it printed.

5. Meeting Wrap-Up - Next steps & Action Items