



OFFICE OF THE COCONINO COUNTY BOARD OF SUPERVISORS

SPECIAL EMERGENCY SESSION MINUTES

JULY 21, 2019

3:30 p.m.

The Coconino County Emergency Operations Center, the Northern Arizona Center for Entrepreneurship and Technology (NACET) building, located at 2225 N. Gemini Road, Flagstaff, AZ.

Present: Chairwoman Lena Fowler, Vice Chair Jim Parks and Supervisor Elizabeth Archuleta. Supervisor Art Babbott.

Absent: Supervisor Matt Ryan.

Also Present: Community Programs Planner Jon Paxton, Forest Restoration Coordinator Jay Smith, Dustin Kirk, Executive Assistant District 1 – Michele Ralston, Public Works Administrative Manager, Rob Morrison, Charles Hernandez, County Public Information Officer Matt Rudig, Flagstaff Contracts/Grants Manager Stacey Brechler-Knaggs, Forest Service Representative Kate Webb, Flagstaff Streets Director Scott Overton, Deputy County Manager Lucinda Andreani, Public Works Program Manager Allie Stender, County Manager James Jayne, Robert Church, Sam Beckett, Flagstaff Public Information Officer Jessica Drum

Also Present telephonically: Flagstaff Mayor Coral Evans, Chief Operating Officer for Arizona Gilbert Davidson, Wes Deason, Butch Weise, Eugene Wiegall, Dan Forth, Flagstaff City Manager Barbara Goodrich, Forest Service Information Officer Brady Smith and Mark Fuscoe.

Agenda for special emergency session:

1. Introductions
2. Comments from Coconino County Manager Jimmy Jayne
3. Updates from Emergency Operations Center
 - Todd Whitney
 - Section Chiefs
 - Others
4. Board of Supervisors Discussion
5. Question/Answer session with Forest Service

County Manager James Jayne announced that this is an emergency meeting being held to address the Museum Fire that broke out today. The meeting began at approximately 3:30 p.m.

County Manager Jayne stated that the unexpected happens and we serve our community and people in diverse ways. This is a team effort with local, city, county federal and state representatives and support. He stated that timely accurate information is important and there is a need to have one voice together in communication.

County Manager Jayne explained that there is a quorum of the Board of Supervisors and that notes will need to be taken and a notice of this emergency meeting will be posted.

Bob Oralle from the Incident Management team went over the roles of the policy group and the Emergency Operations Center (EOC). He provided recommendations on communications. He stated that they do not expect to know the cause of the fire or the size of it for a couple of days. A representative from the EOC Operations group provided an update. The evacuation shelter will be at Sinagua Middle School and it can hold 100 people. A request from the Health Department was made to the Coconino Humane facility to assist with evacuated pets. Recreation areas near the fire have been evacuated. They are waiting to hear more information from those out in the field and are planning to put residents in "SET" stage for possible evacuation.

A representative from the EOC Logistics group provided an update. The Type I Incident Command Center will be at Fort Tuthill County Park.

A representative from the EOC Finance group provided an update. The printers are up and running and wi-fi passwords have been eliminated, everything is open. A project number for the emergency is being established for financial tracking and coding purchases. All receipts will go through the EOC to Jeremy Floyd with Public Works. Those coming and going into the EOC will need to sign in and out.

A representative from the EOC Plans group provided an update. The EOC will run to 10:00 p.m. tonight, someone will then take over from 10:00 p.m. to 6:00 a.m. There will be 12-hour shifts starting at 6:00 a.m. tomorrow morning. The second shift will be at 6:00 p.m. Staffing of the EOC is currently at a level 2. The web EOC is under "Museum Fire." They will need to ensure resources are available to meet. The effort will be to have safe evacuation of people, pets and livestock if needed, and to provide timely and accurate information to the public and to the EOC team, as well as safe and coordinated re-entry strategy if necessary. There will be a tactics meeting at 4:30 p.m. and planning meeting at 6:00 p.m. and City and County assets will be processed.

A representative from the EOC Communications group provided an update. Different avenues are being used for communication- iPause Alert; press release on EOC standup with "SET" areas and evacuation center information prepared. Other avenues used include Facebook, Twitter, NextDoor, county website, KAFF Radio and the Arizona Daily Sun. Messages are being planned for the next round of updates. The Call Center phone number is 213-2990. The City of Flagstaff is looking at traffic control and city resources.

Chairwoman Fowler thanked the team for their work and for the support of their families and for sharing information.

The meeting then transitioned into a policy meeting discussion. Those present for the policy meeting include: Chairwoman Lena Fowler, Supervisor Elizabeth Archuleta, Supervisor Art Babbott, Emergency Management Director Todd Whitney, Flagstaff Fire Chief Mark Gaillard, Executive Assistant District 4 – Steven Flanagan, Executive Assistant District 1 – Michele Ralston, Flagstaff City Manager Barbara Goodrich, Deputy County Manager Lucinda Andreani, County Manager James Jayne

Emergency Management Director Todd Whitney clarified the objectives of the EOC- 1. life safety, 2. accurate information, 3. evacuation preparation.

Supervisor Archuleta stated that for messaging they will need to know the exact names of neighborhoods. She requested a clarification with Timberline. She suggested that messaging include what pre-evacuation means. She also stated that it needs to be clarified what the "SET" boundary for Timberline. She suggested sending out the call center number and asked if residents should expect to see the Sheriff's Office and Police Department persons on the ground.

City Manager Barbara Goodrich asked if the City of Flagstaff staff and resources need to stay. The recommendation is to follow email, call-ins, attend the policy group meetings and loop in the Flagstaff City Council.

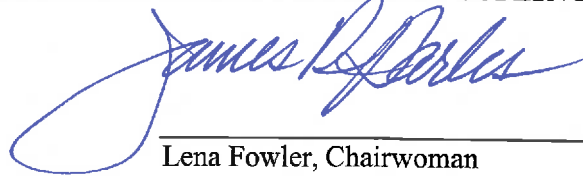
Bob Oralle from the Incident Management team provided an update on the fire and a viewing map. A Type I Incident Team will arrive and take over the fire tomorrow. Nine regional hotshot crews have been ordered with 180 people on the incident.

Direction from the meeting is to update the messaging with the call center phone number and define the neighborhood boundaries, as well as provide a description of "SET."

There was no action taken by the Board of Supervisors at this meeting.


There being no further discussion, the meeting was adjourned at approximately 5:00 p.m.

COCONINO COUNTY BOARD OF SUPERVISORS



Lena Fowler, Chairwoman

ATTEST:



Allie Stender, Public Works Program
Manager, *(recorded meeting on behalf
of the Clerk of the Board)*

