

EMERGENCY PREPARENESS/PUBLIC SAFETY COMMITTEE RESPONSIBILITIES

The responsibility of this Committee is to work with all Charbonneau homeowner associations (HOA's) to establish an effective and coordinated approach and response to help minimize the negative effects of potential disasters for the community. Committee is also responsible for aiding and coordinating efforts to maintain a safe and secure environment in Charbonneau and for negotiating the agreement for private security patrol services. The Emergency Preparedness/Public Safety Committee shall be led by a Chair and Co-chair, approved by the CCC Board. Members of the Committee are to be chosen to represent individual HOA disaster preparedness captains and others with expertise in various aspects of disaster preparedness, or have access to resources that facilitate effective response to disasters (representatives of relevant governmental entities, Red Cross, etc.).

The major responsibilities of this Committee shall be the following:

1. Establish, maintain, and recommend an emergency response plan and protocol. The plan and protocol are to be recommended to the CCC Board for approval and should include recommendations on the roles to be played by the CCC and each HOA in an emergency. The plan should also explore the role CCC should play in providing centralized coordination of response and emergency services in collaboration with Red Cross or civic entities.
2. Work with individual HOA disaster preparedness captains to facilitate local response strategies for each HOA based on local needs, capability, and willingness. Response strategies shall be coordinated with civic authorities and their current plans and recommendations.
3. Hold two annual gatherings of disaster preparedness captains and other interested residents to discuss, and build consensus on, strengths, opportunities, barriers, and goals for disaster preparedness for Charbonneau and its component HOA's.
4. Disseminate information and resources to Charbonneau residents concerning measures individuals can take to actively prepare for natural and human induced emergencies, and to reduce risk for themselves and dependence on the community.
5. Coordinate an annual Great ShakeOut Earthquake Drill for Charbonneau. Use this annual opportunity to test the disaster preparedness plan and protocol. Document shortcoming and needs, and communicate these findings to Charbonneau residents and the CCC board for possible corrective action.
6. Maintain an up-to-date contact list of key disaster response individuals, including those at the City of Wilsonville, Clackamas County, Tualatin Valley Fire and Rescue, the Sheriff's Department, and the Wilsonville Police Department.
7. Sit in on the annual First Response contract review and discuss any coordination needed between First Response and the Committee on emergency preparedness.
8. Submit an annual budget and a monthly report to the CCC Board for their approval.

Chairperson:	Phone:
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