

**Woodinville Emergency Preparedness  
Commissioners**

Peter Tountas- Pos. 1  
Lillie Clinton – Pos. 2  
Rick Chatterton – Pos. 3  
Al Taylor – Pos. No. 4  
Vacant – Pos. No. 5  
Stephen Yabroff – Pos. No. 6  
Nancy Montgomery – Pos. No. 7  
Janine Brown – Ex officio member  
Dominic Marzano – Ex officio member



CITY OF WOODINVILLE  
EMERGENCY PREPAREDNESS COMMISSION  
AGENDA

December 14, 2009                      7:00 PM                      COUNCIL CHAMBERS

7:00 PM    1.    **CALL TO ORDER**

                  2.    **ROLL CALL**

                  3.    **FLAG SALUTE**

7:05 PM    4.    **APPROVAL OF MINUTES**

                  a) October 26, 2009

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7:10 PM    5.    **APPROVAL OF CONTENT & ORDER**

7:15 PM    6.    **PUBLIC COMMENT**

(You are invited to comment on items not listed on our agenda. If you wish to comment on an item listed on our agenda, please save your comments until that issue is presented for discussion. Comments should be limited to three minutes per individual and five minutes if representing a group)

                  7.    **SPECIAL PRESENTATIONS**

                  8.    **UNFINISHED BUSINESS**

- 7:20 PM 9. **NEW BUSINESS**
- a) First Reading of Woodinville Weekly Article #7 (Generator) 6
  - b) Commission Roles and Responsibilities 7
  - c) Public Safety Citizen Advisory Panel 8
- 8:30 PM 10. **WFLSD LIAISON REPORT**
- 8:35 PM 11. **COUNCIL LIAISON REPORT**
- 8:40 PM 12. **EMERGENCY MANAGER REPORTS**
- 8:45 PM 13. **COMMISSIONER REPORTS**
- 8:55 PM 14. **PUBLIC COMMENT**
- 9:00 PM 15. **ADJOURNMENT**

Woodinville City Hall, Council Chambers  
17301 133<sup>rd</sup> Avenue NE Woodinville, WA 98072  
[www.ci.woodinville.wa.us](http://www.ci.woodinville.wa.us)

**THE COMMISSION MAY ADD AND TAKE ACTION ON  
OTHER ITEMS NOT LISTED ON THIS AGENDA**

**NEXT MEETING:**

**Regular Meeting  
January 11, 2010 7:00 p.m.**

**City Hall, Council Chambers  
17301 133<sup>rd</sup> Avenue NE**

## Article 7 – Emergency/StandbyGenerators

Generators can provide great benefits for residents and businesses during times of power outages, however, if not used properly they can be very dangerous to you, your family, emergency workers, or your business. Before you purchase a generator, it is important to assess your needs, research, and talk to professionals who are knowledgeable in the area of generator installation, and safety. There are two types of generators that are available, a permanent (also called standby generator) or portable generator.

The first step is to determine the size of generator you will need. To do this, calculate the wattage of items you want to power. For example, there may be several items that will be on your “must have power” list. An average refrigerator with top freezer is about 1000 watts. A counter top microwave unit will typically require about 1100 watts. You will need some sort of a heater, or your furnace, which will use at least 1500 watts. Add some lighting and you are to at least a 3500 watt generator.

If you opt for a portable generator, it must be run outdoors only (never in the garage!) and not near an open door or window. Also, never plug it into your house wiring without using an approved transfer switch; otherwise you could electrocute a repairman working on the downed powerlines!

Because of the many safety concerns, rules and regulations associated with purchasing, installing, and using a generator, Puget Sound Energy has developed many resources to assist citizens and businesses with this.

- PSE Energy Advisor, at 1-800-562-1482, can help you with determining the generator, type, size, installation details, or answer additional questions, prior to purchasing a generator.
- Customer Construction Services Department, at 1-888-321-7779, can provide assistance in determining the supply available from your current meter and servicing size for a standby generator.
- PSE also has a Contractor Referral Service which can refer you to a pre-screened independent contractors who can provide “one call does it all” standby generator sales and installation services. With permanently installed generators, all codes, regulations, and laws must be followed.

Since there are many items to consider when purchasing and installing a generator, it is important to contact professionals who can assist you with your purchase. Professionals can guide you through the purchase, installation and use of your generator. For more information, visit <http://www.pse.com/solutions/foryourhome/Pages/Generators.aspx>



CITY OF WOODINVILLE, WA  
**REPORT TO THE EMERGENCY PREPAREDNESS COMMISSION**  
17301 133<sup>rd</sup> Avenue NE, Woodinville, WA 98072  
**WWW.CI.WOODINVILLE.WA.US**

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<b>To:</b>	Emergency Preparedness Commission	<b>Date:</b> 12/14/2009
<b>From:</b>	Linda Fava, Executive Assistant/Deputy City Clerk	
<b>Subject:</b>	Emergency Preparedness Roles and Responsibilities	

**ISSUE:** Shall the Emergency Preparedness Commission review its Work Plan and the role and responsibilities of the Commission?

**RECOMMENDATION:** To review its Work Plan, role, and responsibilities.

**BACKGROUND/ANALYSIS:** The Emergency Preparedness Commission was formed by the City Council to be an advisory board, to provide guidance and recommendations concerning public safety issues. At the December 8<sup>th</sup> meeting we will review the following topics:

- 1) Roles and responsibilities of the Emergency Preparedness Commission
- 2) Roles and responsibilities of the City's Emergency Management

**RECOMMENDED MOTIONS:** Discussion and information only.



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<b>To:</b>	Emergency Preparedness Commission	<b>Date:</b> 12/14/2009
<b>From:</b>	Linda Fava, Executive Assistant/Deputy City Clerk	
<b>Subject:</b>	Public Safety Citizen Advisory Panel (CAP)	

**ISSUE:** Shall the Emergency Preparedness Commission discuss the Public Safety Citizen Advisory Panel (CAP), which will report to the Commission, and be formulated at the first of the year?

**RECOMMENDATION:** Review the action taken by the City Council on December 1, and discuss any role the Council sets forth for the Emergency Preparedness Commission as it relates to the Public Safety Citizen Advisory Panel.

**BACKGROUND:** During the December 8<sup>th</sup> meeting, the Commission will review information that is available from the Council's December 1 meeting, and any direction the Council has instructed the Emergency Preparedness Commission to take in assisting with the CAP.

**RECOMMENDED MOTIONS:** Information only.

**Attachment A: Public Safety Citizen Advisory Panel Staff Report, dated December 1, 2009**