

W. D. A.

AGENDA COVER MEMO

AGENDA DATE: April 07, 2004
TO: Board of County Commissioners
DEPARTMENT: Emergency Management
PRESENTED BY: Linda Cook
AGENDA TITLE: In the Matter of proclaiming May 6, 2004 as Earthquake Preparedness Day for Lane County to coincide with Governor Kulongoski and Oregon Emergency Management's Spring 2004 State-wide Earthquake and Tsunami Preparedness and Mitigation Campaign taking place from March 20, 2004 through May 20, 2004

I. MOTION

TO PROCLAIM MAY 6, 2004 AS EARTHQUAKE PREPAREDNESS DAY FOR LANE COUNTY TO COINCIDE WITH GOVERNOR KULONGOSKI AND OREGON EMERGENCY MANAGEMENT'S SPRING 2004 STATE-WIDE EARTHQUAKE AND TSUNAMI PREPAREDNESS AND MITIGATION CAMPAIGN TAKING PLACE FROM MARCH 20, 2004 THROUGH MAY 20, 2004

II. ISSUE OR PROBLEM

Lane County Emergency Management has a proposal for all Lane County Government Facilities to conduct the earthquake drop, cover, and hold drill and, where appropriate, the tsunami evacuation drill on May 6, 2004. This will coincide with the State-wide Earthquake and Tsunami Preparedness and Mitigation Campaign taking place from March 20, 2004 through May 20, 2004. Additionally, Lane County Emergency Management would also like to encourage other businesses, schools and the general public to participate.

III. DISCUSSION

A. Background

In December 2000, former Oregon Governor John Kitzhaber signed an Executive Order designating Oregon a "Showcase State for Natural Disaster Resistance And Resilience." This Executive Order supports an initiative of the insurance industry to reduce deaths, injuries, property damage, economic loss and human suffering caused by natural disasters. This year, Oregon Emergency Management, in coordination with the Partners for Disaster Resistance & Resilience: Oregon Showcase State Program, is organizing *What's Shaking, Oregon?* A Statewide 2004 Spring Earthquake and Tsunami Preparedness and Mitigation Campaign.

The statewide campaign encourages Oregonians to:

- Conduct the earthquake drop, cover, and hold drill and, where appropriate, the tsunami evacuation drill. State and local government agencies of any size and non governmental organizations with 250 or more full time employee are required by law to conduct the earthquake drop, cover and hold drill (Oregon Administrative Rule 104-020-000-040)
- Collect emergency supplies
- Non-structurally retrofit homes and offices by securing objects such as bookcases, computers, and water heaters
- Structurally retrofit houses by bolting them to their foundations.
- Buy earthquake insurance

B. Alternatives / Options

1. To approve the motion to proclaim May 6, 2004 as Earthquake Drill Day for Lane County.
2. Not to accept the motion.

C. Recommendation

To approve number one above.

IV. IMPLEMENTATION

Upon approval by the Board the proclamation will be processed for signature, then County Emergency Management staff will begin work on the necessary steps to implement the drill.

V. ATTACHMENTS

Board Order

THE BOARD OF COUNTY COMMISSIONERS, LANE COUNTY, OREGON

**ORDER:) IN THE MATTER OF TO PROCLAIMING MAY 6, 2004 AS
) EARTHQUAKE PREPAREDNESS DAY FOR LANE COUNTY
) TO COINCIDE WITH GOVERNOR KULONGOSKI AND
) OREGON EMERGENCY MANAGEMENT'S SPRING 2004
) STATE-WIDE EARTHQUAKE AND TSUNAMI
) PREPAREDNESS AND MITIGATION CAMPAIGN TAKING
) PLACE FROM MARCH 20, 2004 THROUGH MAY 20, 2004**

WHEREAS, Oregon suffered considerable damage from two small earthquakes in 1993;
and

WHEREAS, scientific evidence indicates that the State of Oregon is at risk for much larger
and potentially damaging earthquakes; and

WHEREAS, a major earthquake associated with the Cascadia Subduction Zone is expected
to generate a destructive tsunami; and

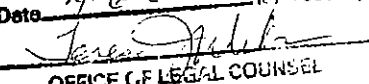
WHEREAS, the loss of life and property can be greatly reduced if appropriate
preparedness measures are taken before damaging earthquakes and tsunamis occur; and

WHEREAS, Lane County Emergency Management will highlight these preparedness and
mitigation measures and provide earthquake and tsunami safety information to citizens and Lane
County Government employees; and

WHEREAS, May 6, 2004 has been designated as Earthquake Preparedness Day for Lane
County to coincide with Governor Kulongoski and Oregon Emergency Management's Spring
2004 State-wide Earthquake and Tsunami preparedness and Mitigation Campaign taking place
from March 20, 2004 through May 20, 2004.

NOW THEREFORE, IT IS HEREBY RESOLVED, that the Lane County Board of
Commissioners proclaim May 6, 2004 as Earthquake Preparedness Day for Lane County to
coincide with Governor Kulongoski and Oregon Emergency Management's Spring 2004 State-
wide Earthquake and Tsunami preparedness and Mitigation Campaign taking place from March
20, 2004 through May 20, 2004.

DATED this _____ day of April 2004.

APPROVED AS TO FORM
Date 4-6-04 Lane County

OFFICE OF LEGAL COUNSEL

Bobby Green Sr., Chair
Lane County Board Of Commissioners

**Oregon Administrative Rule
Chapter 104 Division 20
EARTHQUAKE PREPAREDNESS DRILLS**

104-020-0000

Purpose

The purpose of the rule is to provide guidance for state and local government agencies and employers with 250 or more full-time employees to conduct mandatory annual earthquake drills for employees located within office buildings.

Stat. Auth.: Ch. 366, OL 2001
Stats. Implemented: Ch. 366, OL 2001
Hist.: OEM 1-2002, f. & cert. ef. 4-15-02

104-020-0010

Definitions

(1) "State and local agency" means a state or local government office, department, division, bureau, board, or commission that is assigned, renting, leasing, owning or controlling office space for carrying out its duties either in one or multiple locations. 'State or local agency' includes the legislative assembly (i.e. legislators) when in regular session.

(2) "Employers with 250 or more full-time employees" mean employers with 250 or more full time employees in Oregon, who are not state and local agencies.

(3) "Office Building" means a building whose primary function is office work. It does not include those non-office buildings whose primary function is manufacturing, assembly, warehouse, laboratory, maintenance, or other non-office situations.

(4) "Earthquake drill", as outlined in guidelines established by Oregon Emergency Management, means drop, cover, and hold or other protective action, if drop, cover and hold is not possible.

Stat. Auth.: Ch. 366, OL 2001
Stats. Implemented: Ch. 366, OL 2001
Hist.: OEM 1-2002, f. & cert. ef. 4-15-02

104-020-0020

Drill Requirements

Those required to conduct the drill are certain office employees of state and local agencies and certain office employees of other employers who have 250 or more full-time employees.

(1) State and local agencies.

(a) State and local agencies fall under the drill requirement regardless of the type (full and part time) and number of employees and number of work sites.

(b) All office employees are required to drill, except where there is a mix of office and non-office employees at a work site. If the office employees at a mixed work site are in the majority they are required to drill. If not, they are not required to drill. If an agency has more than one work site, each work site is evaluated separately according to this majority rule. A work site is defined as a site that has one street address, which may contain one or more buildings.

(2) Employers with 250 or more full time employees.

(a) Employers with 250 or more full time employees fall under the drill requirement regardless of the number of work sites. The 250 or more full-time employees include all full time employees.

(b) All office employees (including both full and part time) are required to drill, except where there is a mix of office and non-office employees at a work site. If the office employees at the mixed work site are in the majority they are required to drill. If not, they are not required to drill. If an employer has more than one work site, each work site is evaluated separately according to this majority rule. A work site is defined as a site that has one street address, which may contain one or more buildings.

Stat. Auth.: Ch. 366, OL 2001

Stats. Implemented: Ch. 366, OL 2001

Hist.: OEM 1-2002, f. & cert. ef. 4-15-02

104-020-0030

Drill Guidelines

(1) The earthquake drill shall be the drop, cover and hold, or if not possible, other protective action. Written information on pre-designated evacuation routes and procedures for exiting the building shall be made available to employees.

(2) Guidelines for the drill and evacuation procedures are posted on the web sites of Oregon Emergency Management (OEM) and the State Department of Geology and Mineral Industries (DOGAMI).

Stat. Auth.: Ch. 366, OL 2001
Stats. Implemented: Ch. 366, OL 2001
Hist.: OEM 1-2002, f. & cert. ef. 4-15-02

104-020-0040

Drill Records

(1) Each state and local agency and employer with 250 or more full-time employees shall maintain a file that documents the date the earthquake drill was conducted. The file can be either maintained at one central location, for those agencies or employers that have multiple locations, or maintained at each location. If maintained at a central location, the record shall be kept in the office of the agency or company head. If maintained at each agency location, then the record shall be kept in the office of the manager at that site.

(2) For those agencies, companies and organizations that fit the drill criteria, drill waivers may be granted each year in exceptional circumstances and for good cause. Petitions must be submitted by the executive head of the state agency, local agency, company, or organization requesting the waiver to the Earthquake Program Coordinator, Oregon Emergency Management, 595 Cottage St. NE, Salem, OR 97301.

Stat. Auth.: Ch. 366, OL 2001
Stats. Implemented: Ch. 366, OL 2001
Hist.: OEM 1-2002, f. & cert. ef. 4-15-02