



**SPECIAL MEETING NOTICE
OAK HARBOR CITY COUNCIL**

EMERGENCY OPERATIONS TRAINING

NOTICE IS HEREBY GIVEN that the Oak Harbor City Council will attend an Emergency Operations Training hosted by the Oak Harbor Fire Department on:

Date: Tuesday, December 2, 2014

Time: 9:00 a.m. to 2:00 p.m.

Location: Oak Harbor Fire Department Conference Room, Training Classroom, and Emergency Operations Center, located at 855 SE Whidbey Avenue, Oak Harbor, WA 98277

TRAINING AGENDA

1. 9:00 a.m. – 9:45 a.m. Conference Room

- a. Comprehensive Emergency Management Plan (CEMP).
- b. How to set up and operate the Emergency Operations Center.
- c. Materials included in the CEMP.
- d. Job functions of assigned staff.
- e. General review of CEMP.

2. 10:00 a.m. – 2:00 p.m. Training Classroom and Emergency Operations Center

- f. Emergency Operations for Elected Officials – Hosted by Island County Department of Emergency Management.
- g. The job of a Public Information Officer.
- h. Presentation of the ‘handbook’ for elected officials regarding training on continuity of government.
- i. Job functions of Mayor, Council and Director of Emergency Management.

Anna M. Thompson
City Clerk

Posted on November 26, 2014

POSTED: City Hall Bulletin Boards
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Remove posting after December 2, 2014

Please contact the City Clerk at 360-279-4539 within 24 hours advance notice for special accommodations.