

Approval only 8/5/14

Village of Downers Grove
Executive Session Minutes
July 1, 2014

Confidential

Attendance: Mayor Tully; Commissioners Durkin, Neustadt, Barnett, Rheintgen, Olsen, Hosé; Village Manager Dave Fieldman; Village Attorney Enza Petrarca; Deputy Village Manager Mike Baker; Police Chief Bob Porter; Fire Chief Jim Jackson; Public Works Director Nan Newlon; Emergency Management Coordinator Mary Pratt; Village Clerk April Holden

Absent: None

The Executive Session convened at 7:58 p.m. in the Committee Room of the Village Hall.

Security Procedures

Village Manager Dave Fieldman said the purpose of this meeting is to discuss security procedures in the event of an emergency; there is no particular policy issue before the Council at this time. He asked Mary Pratt, Emergency Management Coordinator, to address this issue.

Ms. Pratt said the Village is at risk due to the proximity of the Village Hall and Police Department to the railroad tracks. While it is a slight risk, an accident could be catastrophic and would call for a plan involving evacuation and control. She referenced the Bakken crude oil accident and discussed crude oil dangers. She noted that the volume of crude oil production has skyrocketed, it is highly flammable, and rail is the primary method of transportation with the BNSF as the primary rail carrier. There have been two recent incidents of derailments, one in Canada and one in Virginia.

With respect to BNSF activity, Ms. Pratt reported that there are approximately 150 trains daily of which five or six are carrying crude oil at three million gallons per train. The BNSF is committed to safety and actively manages risk. The staff has met with BNSF staff and has trained with them.

Village facilities at risk are the Village Hall, the Police Department and the Village Operations Center (VOC).

Ms. Pratt then spoke of the Emergency Operations Center, the emergency operations plan in terms of its general and specific procedures, training programs as well as mandates and federal requirements. She noted that the Village's emergency plans must be certified by DuPage County every two years. The County is very involved in emergency management and training.

Ms. Pratt said incident response includes life safety, incident stabilization and property preservation.

Police Chief Bob Porter and Fire Chief Jim Jackson spoke of response from the Police Department, Fire Department and mutual aid. Working with neighboring communities is critical prior to an incident. Ms. Pratt spoke of additional exercises and training involving other agencies. She said the Village is prepared and ready to respond to an emergency.

Council discussed concerns regarding managing interactions with the public as well as updates to the plan, notification alerts and messaging, evacuation efforts, support and recovery efforts. Village Manager Dave Fieldman reiterated that the emergency plan includes cascading systems backed up by redundancy. He said staff is always looking at the tradeoffs and mitigating risk. He also described incident command functions.

Ms. Pratt discussed after incident reports and improvement plans. She also described individual and collective training, practice opportunities and seminars including table top exercises and work with municipal partners the encompass the schools, Midwestern University and Good Samaritan Hospital.

Commissioner Neustadt moved to adjourn the Executive Session. Commissioner Durkin seconded the motion. The Executive Session was adjourned by voice vote at 9:18 p.m.

April Holden
Village Clerk