

We want to thank each and every one of you for your past, current and future commitments to helping the Logistics Division support the missions of Emergency Management and the County as a whole. We hope that you will stay engaged with us throughout the year as we rebuild our Cadre and look forward to working with you during our activations.

## 1. Updates to MCEM Logistics Division

- **Warehouse space:** We moved into our new warehouse space at the end of October. We have about 12000 square feet of warehouse space and about 4000 square feet of office space. The warehouse is so full of supplies for JOHS and Severe Weather Sheltering that we have no room to store vehicles - we hope to be able to keep two onsite at all times with the rest still stored at Multnomah.
- **Staffing:** Technically there are three of us working in Emergency Management but of course we could not do anything without all of our friends from other departments and community volunteers that lend anywhere from 6 to 20+ hours a week working with us.

We have two positions currently open. One is for a driver/material handler. This is an entry level LDA [position](#). Please share with your networks as we have not had as many applicants as we had hoped for.

The second position is a Resource Request Coordinator/Program Specialist role. This role will continue and expand the great work of the Resource Request team doing outreach to our community plus take on various projects for both Logistics and Emergency Management. We had an awesome response to this posting and have completed the initial interviews.

- **Organizational structure:** The organizational structure is fluid right now but there is Gail as Logs Division Manager. Nicholas is the Resource Request Unit lead, inventory lead and warehouse lead. Kupp is the Logs Lead focusing on Severe Weather Sheltering Supplies which is an all consuming role that she has been leading since September.
- **Hiring:** See above.

## 2. 2021 Winter Weather Preparation - Materials & Supplies

- **City of Portland integration:** We are so pleased with how the partnership with the City that started in the Summer activations have grown through the planning process for Winter. There will be several shelters that are at their properties that they are striving to prepare for with help from the County. Even though the locations are City of Portland resources, we are trying very hard for everyone to consider us a combined team supporting the entire County. They have team members tagged for food services, ground support, supply unit, operations section and others all with counterparts on the County team as well.
- **Shelter support & resources:** We are in excellent shape for our first activation of the season. We have four trailers prepared this year (versus two last) plus dozens of pallets of materials such as clothing, tents, tarps, sleeping bags, hygiene kits, food, first aid supplies, cleaning supplies, etc. We have also provided the City with enough supplies to get three buildings up and running.

We have made many strides this year such as developing relationships with new meal providers and a supplier for all of our foodstuffs (such as oatmeal, coffee, snacks, etc).

### 3. 2021 Winter Weather Preparation - Transportation Plan

- Snow school training opportunities: Both the City and County have provided potential drivers with training opportunities. For County, we will be conducting Snow School again (where you will learn some winter driving tips and tricks along with practicing putting on chains) in mid to late January. We hope to have LDA drivers by then.
- Type of assistance likely needed this year: The City has been actively recruiting for drivers and vehicles and it seems as of this writing, that they will be able to handling all people transport during an activation which will leave the County to do the bulk of the material movements. We'll all be working a big happy family but with the way things have settled out so far, this will be each team's primary focus.

With that said, we are still looking for individuals who are comfortable driving in the weather, who can ensure they can get to the rally point (whether that is here at the Logs Warehouse or a place designated where they will pick up their vehicle for the shift), and who are available to handle different shift times. Please review your interest with your supervisor.

We currently have: 1xTahoe; 2xCargo Vans; 1xPassenger/Cargo Van and 1xBox Truck which won't be good in the thick of it but useful before and after. We are reaching out to various departments that have covered pickup trucks or SUVs (like Ford Escapes) to see if they would be have any of those vehicles available during activations. We hope some of those departments would not be operational (or have modified operations) during activations and would be willing to lend us those vehicles.

- Shift timing expectations (before, during, after): We will be looking for assistance as soon as we know we will open shelters. There will be callouts from DCHS for Setup teams and from Logs/City of Portland for floor installation teams and drivers to deliver trailers and materials. We are in some buildings that require the surfaces to be protected and these need to go down first. During the event, we will need drivers who can drive in the snow to deliver materials and people as needed. And afterwards, we'll need the opposite of setup teams to demobilize the shelters.

The shifts will vary depending on the state of the activation but expect during the time the shelters are open that we will be asking for volunteers from 7 or 8am until 10 or 11pm. We are still buttoning that down and it will likely change during our first activation as we put our plans into action and see how they play out.

### 4. Logistics Section & County Incentive Program

- Question: Does the program mentioned by Travis Graves about Severe weather shelter incentives apply to Logistics? **Yes! Although Travis' email didn't**

specifically call out Logs, if you deploy with us during activation, you are entitled to the incentives. Please discuss further with your HR team if you have specific questions about the program.

## 5. Logistics Division/Section Cadre - Moving Forward

- Training
  - Upcoming logs-related training
    - FEMA 5-Day Logs Lead Course (May 2022): Multnomah County is hosting a 5-Day Logistics Section Chief Course ([Example Description](#)) hosted through the Federal Emergency Management Agency (FEMA). This course is intended for individuals who will be leading the Logistics Section during activations, please reach out to Gail or Robert if you are interested! This course will be shared through the MCEM Newsletter.
    - Portland Region 2-Day Logs Course (Spring 2022): This course will be offered through the [Regional Disaster Preparedness Organization](#) (RDPO). The first 8-hour day is for ALL individuals who work in the Logistics Section to learn about the overall section responsibilities and understand the positions more. The second 8-hour day is for those interested in becoming section leads. This course will provide participants the opportunity to train with logistics section staff from around the Portland Metro Area while providing general section responsibilities. This course will be shared through the MCEM Newsletter.
    - MultCo 4-Hour Logs Section-Specific Course (2022): This shorter Logistics Section course is specific to Multnomah County operations, functions, tools, and processes. This course will get into the weeds on how to function in the MultCo EOC Logistics Section. You will be able to find this course through Workday when the logistics are set.
  - Other upcoming training
    - DRC Coordinator Training (January 4, 2022) Sign-Up Genius: The County Shelter/DRC Leadership Team is hosting a Coordinator Training during the start of January to those interested in performing in that role. This course is tentatively scheduled for January 4th and will have registration through Sign-Up Genius. We will notify the Logistics Team when that course becomes available.
  - Training Requests: Please let us know if you have any specific training requests, be it courses or general topics we can clarify.
- Cadre Meetings: The Logistics Section would like to engage our section members on more regular basis. The more often we can get together, the more we can provide needed training, address lessons learned from previous activations, and strategically prepare for future operations. As we become more engaged, the

frequency and scope of our discussions/meetings will happen organically. Our initial vision is to have at least two (2) meetings per year - one leading up to summer weather operations, and another leading up to winter weather. These events will be shared through the Listserv identified through the survey and will be available on Workday.

- Spring 2022 (May - Summer Preparation)
- Fall 2022 (October - Winter Weather Preparation)
- Other Possible Opportunities: We hope to offer some events in 2022 with the Cadre, with a tour of the new Logistics Section warehouse our initial concept. We would also like to engage folks (perhaps through an entire EOC event) outside the work environment to celebrate the work we accomplished over the past two (2) years.
  - Warehouse visit (2022), fun engagement.

## 6. Provided Questions

- Will Earthquake Preparedness be on the agenda for future meetings? Earthquake preparedness will not be in the Logistics Section-specific meetings, however the MCEM will be offering a “Disaster Resilience” course at least twice (2) per year to build expertise and resilience with County staff. This course will be available through Workday when logistics are set.
- May I use my skills in a different position if I do participate again? Of course! We want individuals to engage in positions they enjoy and feel prepared to accomplish. If you have worked in positions in the past that you didn’t enjoy, or you feel your skills could be used elsewhere, please let the leadership team know (Gail, Kupp).
- How do I give more specific availability information (i.e. remote support only during winter weather, etc)? The Logistics Section leadership are working to determine how we best approach individual availability leading up to the winter. We want to be considerate of our cadre time and participation while acknowledging the requests come in short notice and staffing/availability changes all the time. More to come

## 7. Open Q&A