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**WAYZATA CITY COUNCIL  
WORKSHOP MEETING MINUTES  
February 7, 2017**

**6:15 PM Introduction to Emergency Management**

Mayor Willcox called the meeting to order at 6:15 pm in the Community Room at Wayzata City Hall. Council Members present: Koch, Plechash, and Tyacke. Absent and Excused: McCarthy. Also present: City Manager Dahl, Chief of Police Risvold, and Fire Chief Kevin Klapprich.

Chief Risvold provided the Council with a summary of the Lake Minnetonka Regional Emergency Operations Plan. He discussed the four phases of emergency management: Preparedness before an emergency occurs; response activities which help reduce casualties and damage during an emergency; recovery activities, both short and long term, after an emergency; and mitigation activities that prevent, reduce the probability of the occurrence, or eliminate the possibility of an emergency prior to it taking place. Chief Risvold stated that the City has an Emergency Operations Center which can be used to coordinate an overall agency or jurisdictional response and support in an emergency situation.

Chief Risvold also indicated that there would be upcoming training sessions for elected and appointed City officials within the next few months.

City Manager Dahl asked Chief Risvold to clarify what happens when the panic button is pushed in the Community Room. Chief Risvold explained the procedure.

The workshop meeting was adjourned at 6:50 pm.

Respectfully submitted,

*Becky Malone 02-21-2017*  
Becky Malone  
Deputy City Clerk