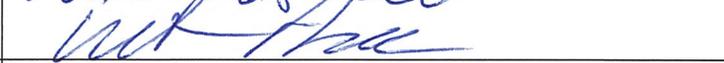
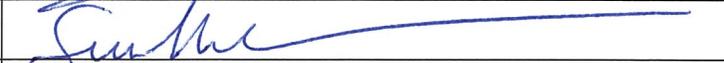


Date: 10/19/16

Staff Meeting Sign In Sheet

Training/Meeting: All Staff Mtg

NAME	SIGNATURE
Dwayne Stoltz	
Skip VANCELL	
Steve Goetz	
Dustin Risley	
Paul COBB	
Matt Cavalho	
Jeff KNECHT	
Roger Sherman	
DARCY WELLINGTON	
B. ROBINSON	
RICH ROSENTHAL	
CHARLES HANSON	
Tim Stevens	
Richard Weed	
Monte Davis	
Travis Wyatt	
Sue Millenna	
Levi Curburn	
Stryker Scobee	
Jordan Diemer	
ALEX MODRELL	
Chris Shull	
SANDI SHARMAN	
Bev Power	

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AGENDA

PARKS & RECREATION - ALL STAFF MEETING

October 19, 2016

Carnegie Building

1:30 pm – 2:30 pm

Light refreshments will be provided.

1. Review Emergency Procedures for Santo Center, Parks and USCCP, Service Center and Carnegie – Sue McKenna
2. History of the Parks & Recreation Department – Sue McKenna
3. Division Reports
 - a. Administration
 - b. Planning
 - c. Recreation
 - d. Park Maintenance
 - e. Trees
4. Employee of the Quarter
July - September
5. Review of Department Responsibilities in the City Emergency Operations Plan – Larry Masterman



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Staff Training Outline October 19, 2016

Department Emergency Procedures for Santo Community Center, Parks and USCCP Service Centers and Carnegie

- Fire/Smoke/Gas Leak or any need to evacuate the building
- Power Outage
- Earthquake
- Lockdown Procedures
- Robbery Procedures
- Active Shooter
- Fight

City of Medford Emergency Operations Plan (EOP)

- What the plan addresses
- Parks and Recreation staff role in a citywide emergency



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