

MINUTES
EMERGENCY MANAGEMENT COMMITTEE
Wednesday, March 2, 2016, 9:00 a.m.
Media Center Room, Emergency Operations Center
500 E. Temple Street, Los Angeles, CA 90012

PRESENT

Brandy Welch
Armond Gregoryona
Nanilii Paxton
Megan Cottier
Crystal Chambers
Rob Freeman
Erricka Peden
Alen Pijuan
Gary Singer
John Ignatczyk
Eric Robles
David Malin
Daniel Choy
Olivia Alvarez
Robert Cook
Brandy Welch
Tom Jung
Bobbi Jacobsen
Maria Acosta
Michael Downing
Calvin Toy
Mohsen Moayed
Mike Cates
Aida Valencia
Brian Lam
Christine Mata
Lisa Hayes
Scott Underwood

DEPARTMENT

Airport
Building and Safety
Building and Safety
City Administrative Officer
Emergency Management
Emergency Management
Emergency Management
Emergency Management
Emergency Management
Fire
General Services
Harbor
Housing Authority
Information Technology Agency
Information Technology Agency
Los Angeles Word Aiports
Library
Personnel
Police
Police
Public Works/Engineering
Public Works/Sanitation
Public Works/Street Lighting
Public Works/Street Services
Recreation and Parks
Transportation
Water and Power
American Red Cross

I. Call to Order, Introductions, Approval of Minutes

Rob Freeman called the meeting to order at 9:05 a.m.

II. Subcommittee Reports and Planning Teams

Budget – Rob Freeman reported both the Emergency Management Department (EMD) and the Emergency Operation Fund (EOF) have moved forward in the 2016-2017 budget process. Requests for training will be considered on a case by case basis.

Community Preparedness – Alen Pijuan reported the subcommittee did not meet in February 2016. The next subcommittee meeting is scheduled for March 8, 2016.

Deputy Chief Michael Downing complimented Alen Pijuan on giving an exceptional presentation at the Operations West Bureau CPAB Summit at the Petersen Automotive Museum recently, to an audience of two-hundred and fifty (250) people.

Disabilities and Access and Functional Needs – Rob Freeman reported EMD continues to coordinate with multiple agencies to ensure that our Local Assistance Center (LAC) in Porter Ranch, California is Americans with Disabilities Act (ADA) compliant regarding the facilities, services and resources. The assistive technology cache was deployed to the LAC and all new ADA standards have been implemented. EMD held an introductory meeting with Vance Taylor, Chief of Cal OES Disabilities and Access and Functional Needs office to highlight the City of Los Angeles (City) past and present ADA planning effort.

Human Resources – Bobbi Jacobsen reported the subcommittee has not met.

Information Technology – No reports were made.

Local Hazard Mitigation Planning – Rob Freeman reported the subcommittee did not meet in February 2016. EMD staff continues to work with State and City staff on the plan update process. Funding has been received to hire a contractor to assist with this update. If there are any questions contact Faye Cousin or Carol Parks.

Logistics – Eric Robles reported Logistics worked to successfully deploy the assistive technology cache to the Porter Ranch LAC in February 2016.

Operations – Rob Freeman reported the subcommittee did not meet in February 2016. At the next subcommittee meeting continued enhancement of Web EOC will be discussed. Pricilla Cotton was recently hired by EMD as an Emergency Management Coordinator and will be the Technology Officer for the department. One of her primary duties will be Web EOC and how to move forward rapidly and effectively with ITA and Intermedix. The next subcommittee is scheduled for March 8, 2016.

Planning – Rob Freeman reported the Department Emergency Plans (DEP) were due on January 29, 2016, and there is a seventy-one (71) percent submittal compliance rate. Emails have been sent out to departments that have not submitted their DEP. Continuity of Operation Plans were due on December 1, 2015, and there is an eighty (80) percent compliance rate. Contact Michelle Riebeling or Crystal Chambers for questions regarding the plans. The Unified Command Post (UCP) for the Aliso Canyon Gas Leak has been closed and the recovery phase is now underway. Staff was provided for the 101 Freeway Slow Jam UCP February 5-7, 2016. February 11-12, 2016 a UCP was setup at the Emergency Operations Center (EOC) in response to a visit by the President of the United States of America. The Los Angeles (LA) Marathon was held on February 14, 2016. The LA Marathon Multi Agency Coordination Center was activated at the EOC, a UCP was activated on the second floor of the EOC building at the LA Fire Department (LAFD) MFC Department Operations Center and the City EOC was activated at a Level one (1) status. February 15, 2016 a liaison officer was deployed to the UCP for The Grammy Awards. The Academy Awards were held on February 28, 2016.

Shelter and Welfare – Brian Lam reported the subcommittee did not meet in February 2016. The 5 Steps to Neighborhood Preparedness Program will conduct a full scale exercise this year in the West Adams area. The next subcommittee is scheduled for March 8, 2016.

Training / Exercises – Crystal Chambers reported the training calendar for 2016 has been established. EOC 101/201 and EOC 301 training will be held in March 2016. Both classes are filled for March and will be offered again in June 2016. Beta testing of EOC 400 Operations Section EOC training will be held in March 2016 and attendance will be by invitation only. Beta testing of EOC 400 Management Section will be held in May 2016. NotifyLA Department Recall training has been ongoing with Gary Singer as the lead contact person. Beginning in April 2016, monthly Web EOC training will be available and the topics discussed will be section specific. Work is being done to make the training calendar available on the EMD intranet webpage. Registration for the EOC courses can be completed via Eventbrite, www.eventbrite.com and type in “Los Angeles EOC.”

III. NotifyLA

Gary Singer reported the pilot program for NotifyLA Department Recall Project training has been completed and is being rolled out to the rest of the City. There were forty (40) agencies that participated in phase one of the Department Recall Project training on February 18, 2016. Phase two of the project will take place on March 10-11, 2016 and March 24-25, 2016. Phase one was an overview of the program. Phase two is going to be the usage of the system. Phase three will take place on the agency level after training has been received on how to create and send messages.

IV. El Niño

Rob Freeman reported the City should maintain the same degree of vigilance and preparedness in March and into April 2016. El Nino outreach through social media continues.

V. So Cal Gas Leak

Rob Freeman reported the UCP has been deactivated and the response phase has been concluded. As of February 19, 2016 a LAC has been activated at the Mason Recreation Center in coordination with the Department of Recreation and Parks. The support of representatives from the City, County of LA and State of California agencies has been appreciated. The LAC will remain in operation through March 19, 2016. Three-hundred and one (301) clients have entered the LAC. Five-hundred ninety-four (594) clients made service contact with agency representatives. Client feedback has been positive. The agencies most visited were the LA County Office of the Assessor, LA County Department of Public Health, Department of Water and Power, Department of Public Works: Bureau of Sanitation, and South Coast Air Quality Management District. The Southern California Gas Company Community Resource Center remains open. For information on schools in the Porter Ranch area check www.lausd.net. Any questions regarding the Aliso Canyon So Cal Gas Leak can be directed to the EMD Duty Officer at (213) 200-6414 or emddutyofficer@lacity.org.

VI. Mid-Year Emergency Operations Organization Workshop

Rob Freeman reported the mid-year event will be a TEDx format. The workshop will be held on April 19, 2016, at Saint Vibianas Cathedral located at 214 S Main St, Los Angeles, CA 90012. The San Bernardino Chief of Police has been invited to speak at the event.

Old / New Business

Rob Freeman made the following announcements. This is Christine Mata's last EMC meeting due to retirement. He thanked Christine for her dedicated service and wished her all the best.

Effective February 29, 2016, James Featherstone has retired as the General Manager of EMD. James will remain active with the Homeland Security Advisory Council. Rob thanked him for his leadership and service to the City.

Chief Alfred Poirer, from LAFD has been designated as the Interim General Manager of EMD. Anna Burton will continue as the Assistant General Manager.

Adjournment

Rob Freeman adjourned the EMC meeting at 9:34 a.m.

Respectfully Submitted:



Erricka Peden, Secretary
Emergency Management Department

Approved:



Rob Freeman, Chair
Emergency Management Committee