MINUTES
EMERGENCY MANAGEMENT COMMITTEE
Wednesday, December 7, 2016, 9:00 a.m.
Training Room, Emergency Operations Center
500 E. Temple Street, Los Angeles, CA 90012

PRESENT	DEPARTMENT
Brandy Welch	Airport
Armond Gregoryona	Building and Safety
Jeff Napier	Building and Safety
Mary Reuschel	Administrative Officer
Megan Cottier	City Administrative Officer
Aram Sahakian	Emergency Management
Bruce Aoki	Emergency Management
Crystal Chambers	Emergency Management
Faye Cousin	Emergency Management
Rob Freeman	Emergency Management
Larry Meyerhofer	Emergency Management
Carol Parks	Emergency Management
Erricka Peden	Emergency Management
Robbie Spears	Emergency Management
John Ignatczyk	Fire
Eric Robles	General Services
David Malin	Harbor
E.J. Martinez	Housing & Community Investment
Daniel Choy	Housing Authority
Olivia Alvarez	Information Technology Agency
Tom Jung	Library
Ahee Han	Mayor's Office
Bobbi Jacobsen	Personnel
Natalie Pham	Planning
Gonzalo Bermudez	Police
John Alipho	Police
Maria Acosta	Police
Mike Downing	Police
Mohsen Moayedi	Public Works/Sanitation
Aida Valencia	Public Works/Street Services
Jimmy Kim	Recreation and Parks
Christopher Vincino	Water and Power
Lisa Hayes	Water and Power
Brent Woodworth	Los Angeles Emergency Preparedness Fund
Nicholas Nguyen	Salvation Army
Scott Underwood	Red Cross

I. Call to Order, Introductions, Approval of Minutes

Rob Freeman called the meeting to order at 9:01am. Christopher Vicino with Department of Water and Power was introduced. The minutes of the November 2016 Emergency Management Committee (EMC) meeting were approved.

II. Subcommittee Reports and Planning Teams

Budget – Bruce Aoki reported the Emergency Operations Fund (EOF) budget for Fiscal Year 2017-2018 was submitted in November 2016. The EOF budget totaled five million two hundred thousand dollars (5,200,000.00). This is a four million two hundred thousand (4,200,000.00) dollar increase over the Fiscal Year 2016-2017 EOF budget. Some of the major items included Emergency Operations Center (EOC) audio visual equipment upgrades and replacements in the amount of three million two hundred thousand (3,200,000.00) dollars, Audio visual maintenance in the amount of six hundred thousand (600,000.00) dollars, renewing EOC software licenses in the amount of two hundred thousand (200,000.00) dollars and training in the amount of one hundred thousand (100,000.00) dollars.

Community Preparedness – Larry Myerhofer reported the subcommittee met in November 2016. The 5 Steps Jump Start Emergency Plan program continues to be marketed to City of Los Angeles (City) communities. Seven (7) workshops were conducted in partnership with City Council District offices. The 5 Steps Jump Start program is partnering with the Cool Blocks environmental organization, with plans to be included in their community workshops and manual. A grant project is being developed for the 5 Steps Jump Start program with a scope of work that consists of developing fifteen (15) emergency plans, and hiring a contractor to produce a video and develop a brochure in English and Spanish. The Emergency Power Facilities Assessment Tool (EPFAT) Task Force met on November 29, 2016 to address a City Council Public Safety Committee report on a Long-Term Power Outage scenario. The next meeting is scheduled for January 10, 2017. Ernst & Young is providing a pro bono service through the Rockefeller Foundation, conducting focus groups on how to improve community preparedness. The next subcommittee is scheduled for January 10, 2017 at the Emergency Management Training Center, 300 E Water Street, Wilmington, CA 90744.

Disabilities and Access and Functional Needs – Robbie Spears reported the subcommittee did not meet in November. The Disabilities and Access and Functional Needs (DAFN) subcommittee will meet together with the Coalition stakeholders on January 24, 2017. On February 9-10, 2017, Integrating Access and Functional Needs into Emergency Planning (L197) training will be provided in collaboration with the County of Los Angeles and State of California. Functional Needs Support Services caches, consumable supplies are being replaced with the assistance of Recreation and Parks (RAP) and the American Red Cross.

Human Resources – Bobbi Jacobsen reported the subcommittee has not met. The most recent Disaster Service Worker hard copy report has been made available to meeting attendees.

Local Hazard Mitigation Planning – Faye Cousin reported Emergency Management Department has secured a contract with Tetra Tech to update the City Local Hazard Mitigation Plan (LHMP). A tentative LHMP steering committee has been formed, with Tetra Tech contacting representatives from the City and local organizations to join and attend the committee.

Operations – Rob Freeman reported the subcommittee met on November 8. Gary Singer is the EMD lead for departments submitting their EOC responder rosters. This information is needed

for metrics and EOC training classes. The Operations subcommittee is supporting the EPFAT Task Force. City departments and agencies that have been invited to attend the EPFAT task force meetings are encouraged to actively participate. This task force was formed in response to a City Council Public Safety Committee meeting and report on a Long-Term Power Outage scenario. A new resource management procedure guidance document was provided by General Services Department. This document is available online and can be used to rapidly procure supplies for command post or department operation center activations. The next subcommittee is scheduled for January 10, 2017 at the Emergency Management Training Center, 300 E Water Street, Wilmington, CA 90744.

Planning – Rob Freeman reported EMD continues to provide Liaison Officer support to the RAMS NFL home games including Christmas Eve and New Years Day. August 7-16, 2017 Los Angeles will host the World Police and Fire Games. Los Angeles Police Department (LAPD) and the Los Angeles Fire Department (LAFD) have begun the unified planning. There will more than ten thousand (10,000) athletes representing sixty-five (65) countries who will compete in the games. Thirty thousand (30,000) spectators are expected to attend. Over sixty-five (65) sports and disciplines will be represented. Opening ceremonies will be held on August 7, 2017. Official website is www.la17wpfg.com. On December 5, 2016 EMD held a Continuity of Operations Plan (COOP) workshop to provide hands on assistance with the plan, review and revisions. Another COOP training class will be held on December 13, 2016. The due date for the COOP is January 31, 2017. A Level 1 EOC activation is going to be recommended for the January 20, 2017, Presidential Inauguration.

Chief Downing added Phil Fontanetta is the lead planner for the World Police and Fire Games. In preparation for the Presidential Inauguration, LAPD will have a threat assessment conducted by the Joint Regional Intelligence Center and provide the information to City departments. The LAPD department operations center will also be activated for this event.

Shelter and Welfare – Jimmy Kim reported the subcommittee met November 8. The Los Angeles County Department of Public Health made a presentation on the Skid Row Spice Incidents. The University of Southern California, School of Public Policy presented on Domestic Violence during Disasters. The Winter shelter program began on December 1, 2016, for more information go to www.lahsa.org. The next subcommittee is scheduled for January 10, 2017 at the Emergency Management Training Center, 300 E Water Street, Wilmington, CA 90744.

Training / Exercises – Crystal Chambers reported the next WebEOC class is scheduled for January 12, 2017 and February 1, 2017. The Mayor's Office Executive Level Mayor and Emergency Operations Board (EOB) Exercise is scheduled for January 25, 2017, simulating an emergency meeting of the EOB. TEEX will present MGT 312, Emergency Management for Senior Officials on February 8, 2017 and save the date invitations have been sent General Manager level participants. Integrating Access and Functional Needs into Emergency Planning (L197) is scheduled for February 9-10, 2017. EOC 101/201 is scheduled for February 23, 2017. EOC 301 is scheduled for February 28-March 1, 2017. A link to a training and exercise survey should have been received and takes ten (10) to fifteen (15) minutes. If the link was not received contact Crystal Chambers.

III. 2017 Emergency Management Workshop

Rob Freeman reported the Emergency Management Workshop has been scheduled for March 29-30, 2017, at the UCLA Luskin Center. Fund raising efforts continue. More information will be provided as it becomes available.

Old / New Business

Brandy Welch added the Los Angeles World Airports (LAWA) is developing a primary duty officer telephone number. This number will be effective January 1, 2017. On February 28, 2017 and March 2, 2017, LAWA will be hosting an Emergency Preparedness Expo, in the Central Terminal Area for their employees, airlines staff and concession staff. If departments or agencies are interested in having a booth, contact Brandy Welch at bwelch@lawa.org.

Rob Freeman acknowledged the efforts of DWP regarding the recent wind storms and their work with EMD and sharing information with the City.

Chief Downing reported the transportation threat that was reported was deemed not credible. It is anticipated that there will be more threats of this nature. It was a good exercise to deploy resources and have a unified command with the Sheriff's Department. Community support is the best resource for these types of incidents and the LAPD has the iWatch LA app. It's free with over eleven thousand (11,000) downloads to date.

Rob Freeman presented a certificate of appreciation for Kevin Reagan of RAP, a valuable member of the Emergency Operations Organization. Kevin has been a steadfast supporter of emergency preparedness with RAP. He has taken their mass care role very seriously. He has supported funding positions, equipment and facilities. We wish him well in retirement and give thanks for all of his work over the years.

Rob Freeman presented a certificate of appreciation to Deidre Reyes of the City Administrative Office. Deidre has over thirty (30) years of service with the City and was critical in all aspects of finance recovery activity over the years. We wish her well in retirement and give a sincere thanks to Deidre Reyes.

Aram Sahakian recognized the police officers participating in Project Endure. He also acknowledged the earthquake in Indonesia. Fifty four (54) fatalities have been reported and admonished that as emergency managers we learn what we can from this event.

Adjournment

Rob Freeman adjourned the EMC meeting at 9:40 a.m.

Respectfully Submitted:

Erricka Peden, Secretary
Emergency Management Department

Approved:

Rob Freeman, Chair
Emergency Management Committee