

Also Present

Albert Torres

Alan Willis

Robert Roth

Jean Prendergast

Cecilia Weldon

Kim Nelson

Department

Recreation & Parks

Transportation

Treasurer

Water and Power

Water and Power

Bank of America

I. Call to Order, Introductions, Approval of Minutes

Anna Burton called the meeting to order at 9:10 a.m. Philip Fontanetta and Shannon Paulson of the Los Angeles Police Department (LAPD) were introduced. The minutes of the February meeting were approved.

II. Subcommittee Reports and Planning Teams

2007 Annual Emergency Preparedness Fair – Carol Parks announced that September is National Emergency Preparedness Month. The subcommittee has begun preparation for the 16th Annual Emergency Preparedness Fair. The goal for this year is to focus primarily on locations that have not been addressed in previous years. City departments are encouraged to participate in the planning process. The fair planning meetings will be held in conjunction with the Community Preparedness Subcommittee. The next meeting will be held on March 28.

Budget – Mayra Puchalski reported that the final FY 2007/08 Proposed Emergency Operations Fund budget will be released on April 20 as part of the Mayor's budget. Any funding requests should be sent to Anna Burton or Mayra Puchalski.

Community Preparedness – Carol Parks thanked all those involved in the application process for the FY 2007 Urban Area Security Initiative (UASI) Grant. The initial grant application has been submitted to the State for review. Departments are asked to review the application and submit any comments to Carol Parks. All comments received will be reviewed at the next UASI Investment Justification meeting on March 15. The meeting will focus on developing a regional project with UASI cities to strengthen regional public awareness and community preparedness. The final Neighborhood Preparedness Ambassador Program will be held at the Mission Hills Police Station on March 10. Special thanks were given to Lisa Hayes and all who have helped make the project a success.

Fire/Life Safety – Richard Wuerth announced that the subcommittee will meet quarterly. Calvin Oglesby and Ron Cunningham from the Housing Department were honored at the last meeting. The benchmark report on various cities will be forthcoming and the cities under review are Los Angeles and Portland. One Phase III building was added to the Building Emergency Education Program (BEEP). A fire evacuation drill was conducted with the Department of Public Works/ Bureau of Sanitation. 50 employees were trained in February. The next Civic Center training will be in the first week of May. The next subcommittee meeting will be held on April 18.

Human Resources – Bobbi Jacobsen reported that the initial members identified for the City's Bird Flu Task Force are Tom Coultas, Bobbi Jacobsen, Mary Higgins, and Zna Houston. Anyone interested in joining the Task Force are asked to contact Bobbi Jacobsen.

Information Technology – Joyce Edson reported that the subcommittee met on February 28 and discussed the customization efforts for the WebEOC. The Department of Public Works/Bureau of Street Services was in the final stage of customization on data transfer. The modification for the Los Angeles World Airports was near completion. The subcommittee has begun the process of engaging the City of El Segundo on the Shared Resources project. The Public Safety Committee has approved on extending the contract to purchase the license and resource module to enhance the National Incident Management System (NIMS) compliance. The EMC accepted the recommendation for standardization of handheld smart device units to Blackberry. The recommendation will be forwarded to the Emergency Operations Board (EOB) at its next meeting for approval. The next subcommittee meeting will be held on March 28.

Logistics – No reports were made.

Operations – Rob Freeman reported that the subcommittee met on February 21. WebEOC and Operations Section classes were conducted during the month of February. The EOO/EOC orientation class is scheduled for March 20. The originally scheduled 800 MHz radio test on March 8 is being postponed until April 5 due to a three-day workshop with the Los Angeles County Office of the Emergency Management (OEM). The subcommittee is currently working closely with the Information Technology Agency and the Los Angeles Police Department (LAPD) on modifying the electrical power distribution at the Westchester Ahmanson Recruit Center. The subcommittee conducted a visit at the LAPD Valley Communication Center as a potential location for the Alternate Emergency Operations Center (AEOC). The Public Safety Committee approved the 2006 NIMS compliance report. The Advanced Incident Command System ICS 300/400 Train-the-Trainer courses with the LAPD and the Los Angeles Fire Department are in progress. The next subcommittee meeting will be held on March 13.

Planning – Larry Meyerhofer reported that the subcommittee met on February 13. The Resource Management Plan is 60 percent complete. The subcommittee continues to work closely with the Department of Recreation and Parks to develop the Mass Care Plan. The Communications Plan is currently being reviewed by the ITA. The Debris Management Plan is 70 percent complete. The Tsunami Response Plan is on hold pending the receipt of inundation maps from the Harbor Department. The Year 2006 – State of the City's Emergency Preparedness Report will be forwarded to the EOB for approval at its March meeting. The City's Local Hazard Mitigation Plan Task Force will meet on March 29 to review the updates from all departments. The Public Health Emergency Response Plan and the Emergency Operations Master Plan and Procedures revision were approved by the Public Safety Committee. The next subcommittee meeting will be held on March 13.

Shelter and Welfare – Albert Torres reported that the subcommittee met on February 21 and discussed the following items: 2006 Arrowhead Workshop recommendations, Mass Care Plan, Brush Fire Evacuation Plan, and the pre-positioning of American Red Cross (ARC) supplies. The next subcommittee meeting will be held on March 21.

Training – Chris Ipsen thanked Rob Freeman for coordinating the EOC Responder Training. The Governor's Homeland Security Regional Conference was held on February 21 through 23 in the Long Beach Convention Center. The 2007 Golden Guardian Exercise focuses on the mass transit system in the Anaheim/Santa Ana UASI areas and the 2008 exercise will focus on the earthquake scenario. The BioWatch Exercise was held on February 7 in the City of Burbank. The medical evacuation exercise, *Operation Relocate: "Get 'em Up and Move 'em Out,"* will be held in June. The exercise will focus on transporting patients in the earthquake-impacted area. Hospitals involved in this exercises include: Kaiser, Hollywood Presbyterian, and Children's Hospital. Other upcoming exercises and drills include: evacuation drill at the Beverly Center, LAX Airex Exercises scheduled for April and May, National Recovery Exercise sponsored by the Bank of America in May, and the Marine Air Group 46 (MAG-46) exercise on July 24 through 26. The next subcommittee meeting will be held on March 13.

Others - Anna Burton added that the ARC is offering free on-line training with Weapons of Mass Destruction (WMD). The first 5,000 participants will receive a safety tube. FEMA will donate \$5.00 per person to local Red Cross chapter that signs up and completes the course. All departments are encouraged to participate and support the program.

Tom Cotter announced that a training titled "PER 210 Public Works: Planning for and Responding to a Terrorism/WMD Incident" will be held on May 8 through 10 at the Griffith Park.

III. New Emergency Operations Center (Prop Q)

Rob Freeman reported that the construction work for the Public Safety Complex is within budget and ahead of schedule, with occupancy expected in November 2008. The heat load generated by the communication system equipment is significantly higher than originally anticipated. Several solutions have been identified to reduce the heat loads.

IV. 2006 City of Los Angeles Emergency Preparedness Fair After Action Report

Chris Ipsen requested the EMC to approve the 2006 City of Los Angeles Emergency Preparedness Fair After Action Report. The report was accepted by the EMC and will be forwarded to the EOB for approval.

V. Homeland Security Grant Update

Anna Burton reported that several meetings were held to discuss the first phase of the FY 2007 UASI Gant Program. The Office of the City Administrative Officer has submitted a transmittal to the City Council to accept the 2006 UASI grant. All involved departments will be notified by the Mayor's Office with instructions on how to spend the grant. Police and Fire Departments are reminded to provide full inventory reports related to purchases made with FY 03 State Homeland Security Grant Program (SHSGP). The recipients of the SHSGP are asked to ensure their inventory lists and all documentation related to the Federal audits are in line.

VI. Old / New Business

Cliff Eng reported that ITA has applied patches to all production servers to ensure a smooth transition to the new Daylight Saving Time (DST) on March 11. EPD will prepare a report to the City Council on the impact of the DST change.

Anna Burton announced that Juan Jimenez is retiring from the Coroner's Office after 39 ½ years of County service. The retirement luncheon will be held on April 4 at the Steven's Steak House in the City of Commerce.

EPD was asked by the City Council to survey all departments' projects related to public outreach and/or public education. The collaboration workshop with County OEM and EPD will be held on March 7, 8, and 9. The 2008 International Earthquake Conference is in the planning stage. A one-day workshop is scheduled on April 24 to review the recommendations derived from the Operation Safe Passage Exercise and the 2006 Arrowhead Workshop After-Action Reports.

Ron Cunningham announced that a Community Emergency Response Team (CERT) Refresher Drill will be held on May 2 at Fire Station 88.

VII. Adjournment

Anna Burton adjourned the EMC meeting at 10:17 a.m.

Respectfully Submitted:

Approved:

Wendy Hwang, Secretary
Emergency Preparedness Department

Anna Burton, Chair
Emergency Management Committee