

MINUTES
EMERGENCY MANAGEMENT COMMITTEE
Wednesday, September 4, 2013, 9:00 a.m.
Media Center Room, Emergency Operations Center
500 E. Temple Street, Los Angeles, CA 90012

PRESENT

Nicholas Flores
Richard Pineda
Mara Corella
Lance Bailey
Anna Burton
Rob Freeman
Veronica Hendrix
Cecilia Law
Owen Lin
Larry Meyerhofer
Christopher Cooper
Eric Robles
Rick Thorstensen
Frank Huang
Daniel Choy
Jerry Carapia
Josue Salguero
Tom Jung
Thalia Polychronis
Maria Ortiz
Mike Downing
Calvin Toy
Julie Jacobe
Mike Cates
Brian Lam
Patrick Findley
Brandy Welch

DEPARTMENT

Airports
Airports
City Administrative Office
Economic and Workforce Development
Emergency Management
Emergency Management
Emergency Management
Emergency Management
Emergency Management
Emergency Management
Fire
General Services
General Services
Harbor
Housing Authority
Housing and Community Investment
Housing and Community Investment
Library
Mayor
Planning
Police
Public Works/Engineering
Public Works/Sanitation
Public Works/Street Lighting
Recreation and Parks
Water and Power
Emergency Network Los Angeles

I. Call to Order, Introductions, Approval of Minutes

Anna Burton called the meeting to order at 9:05 a.m. The minutes of the August meeting were approved.

II. Subcommittee Reports and Planning Teams

Budget – Anna Burton reported that the FY 2013-14 Emergency Operations Funds are moving forward. Any expenditure requests should be sent to Anna Burton or Bruce Aoki.

Community Preparedness – Larry Meyerhofer reported that the subcommittee did not meet in August due to the annual Emergency Management Workshop. September is National Preparedness Month. To date, the Emergency Management Department (EMD) will participate in twelve (12) events. Joann Troncale will host a faith based workshop with an exercise based

on power outage scenario on September 17. The Great California ShakeOut is scheduled on October 17 at 10:17 a.m. Registration to participate in the earthquake drill can be completed at www.shakeout.org. The next subcommittee meeting is scheduled on September 11.

Disabilities and Access and Functional Needs – Anna Burton reported that EMD continues to work closely with BCFS on ADA issues. A significant second contract amendment was signed which will add more BCFS staff to help City departments develop their standard operating procedures (SOPs). The plan revision project is on track for completion by November 2014.

Human Resources – Anna Burton reported that as of August 2013, about 26,000 employees have taken the Disaster Service Worker training course. The Personnel Department continues to collect DVD training completion data from eight (8) departments.

Information Technology – Anna Burton reminded that the EOC computers continue to be rotated out and are available for reuse.

Local Hazard Mitigation Planning – Rob Freeman reported that the new chair person for the Local Hazard Mitigation Planning Task Force is Gaby Noriega. The next meeting is scheduled on September 18.

Logistics – Eric Robles reported that the Logistics Annex has been forwarded to BCFS for disability, access and functional needs compliance review.

Operations – Rob Freeman reported that the subcommittee met on August 13 and discussed a variety of training and exercise activities. The next subcommittee meeting is scheduled on October 8.

Planning – Rob Freeman reported that the new EMD planning officer is Michelle Riebeling. She will continue to work with BCFS on the plan review and revision, gap analysis and the development of departmental SOPs.

Shelter and Welfare – Brian Lam reported that the subcommittee met on August 13. There were no shelter activations in July. The shelter activation matrix which contains important contact numbers and email addresses, to be used by disaster preparedness officer, is being finalized. Four (4) additional non-traditional shelters have been selected in the Harbor area at the following facilities: Bogdanovich Recreation Center, Ken Malloy Harbor Regional Park, Normandale Recreation Center and Wilmington Recreation Center. The after action report for the June 3 non-traditional shelter activation is available upon request. The Los Angeles Police Department's Security Services Division has contact numbers for all recreation center facility directors when shelter activation is needed. The next subcommittee meeting is scheduled on September 10.

Training / Exercises – Rob Freeman reported that the EOC 101/201/301 training classes will resume in October.

III. May Day 2013 Emergency Operations Center Activation After Action Report/Corrective Action Plan

Rob Freeman requested the EMC to approve the May Day 2013 Emergency Operations Center Activation After Action Report/Corrective Action Plan. The report was accepted by the EMC and will be forwarded to the Emergency Operations Board at its next meeting for approval.

IV. 2015 Special Olympics

Joann Troncale reported that the Los Angeles Police Department has begun planning for the 2015 Special Olympics with the Special Olympics Organization, various City departments, the Los Angeles County Sheriff's Department, the Los Angeles County Fire Department, UCLA, USC, Loyola-Marymount University (LMU) and the Long Beach Police Department since October 2012. An 18-day Torch Run is anticipated in Southern California as part of this event. The US President and First Lady will be honorary chairs and will be in attendance for the opening ceremony. The Special Olympics Organization will work with the Transportation Security Administration and the Airport Police on how to expedite the processing of international athletes, their coaches, and family members through the Los Angeles International Airport before and after games. LMU will be the welcome and staging center. The athletes and coaches will be housed at USC and UCLA during the games. About 500,000 spectators will be expected at the game. The Southern California Special Olympics Games that are being held from June 5 through 9, 2014 will serve as "test games" for the City and also as a test for logistic support.

V. Disaster Service Worker Program

Referred to Human Resources Subcommittee report.

VI. Annual Emergency Management Workshop

Veronica Hendrix thanked those who participated in the workshop on August 27 and 28. She also thanked the Harbor Department, the Department of Water and Power and the Los Angeles Emergency Preparedness Foundation for their sponsorships. The after action report is to be completed. All workshop presentations will be uploaded to EMD's website. The planning work for mid-year workshop is underway.

VII. Old / New Business

Josue Salguero reported that the Safety Assessment Train-the Trainer course is being postponed to October 22, 2013.

Mike Downing announced that the City is hosting the World Presidents' Organization/Young Presidents' Organization Conference during the week of February 24, 2014. 4,000 top Chief Executive Officers representing 183 countries will attend this big event.

Mike Downing reported that the City is applying for the 2020 Olympic Games.

VIII. Adjournment

Anna Burton adjourned the EMC meeting at 9:40 a.m.

Respectfully Submitted:

Approved:

Cecilia Law, Executive Administrative Assistant
Emergency Management Department

Anna Burton, Chair
Emergency Management Committee