

MINUTES
EMERGENCY MANAGEMENT COMMITTEE
Wednesday, June 3, 2015, 9:00 a.m.
Media Center Room, Emergency Operations Center
500 E. Temple Street, Los Angeles, CA 90012

PRESENT

Cassandra Heredia
Luke Zamperini
Anna Burton
Mona Curry
Quentin Frazier
Rob Freeman
Paul Hernandez
Larry Meyerhofer
Carol Parks
Erricka Peden
Michelle Riebeling
John Ignatczyk
Eric Robles
Rick Thorstensen
Al Garcia
David Malin
Daniel Choy
Omotayo Ige
Tom Jung
Alexander Mishkin
Roberta Jacobsen
Tiffany Butler
Phil Fontanetta
Michael Hammett
Calvin Toy
Mohsen Yoayedi
Mike Cates
Bob Garcia
Jimmy Kim
Christine Mata
Enrique Hernandez
Patrick Horton
Brandy Welch
Andrew Robinson
Todd Terrazan

DEPARTMENT

Airports
Building and Safety
Emergency Management
Emergency Management
Emergency Management
Emergency Management
Emergency Management
Emergency Management
Emergency Management
Emergency Management
Fire
General Services
General Services
Harbor
Harbor
Housing Authority
Information Technology Agency
Library
Mayor
Personnel
Planning
Police
Police
Public Works/Engineering
Public Works/Sanitation
Public Works/Street Lighting
Public Works/Street Services
Recreation and Parks
Transportation
Water and Power
Water and Power
American Red Cross
Energy Advisory Group
Brainitch

I. Call to Order, Introductions, Approval of Minutes

Rob Freeman called the meeting to order at 9:02 a.m. The minutes of the May meeting were approved. Patrick Horton from Department of Water and Power, and Andrew Robinson from Information Systems Architect / Energy Advisory Group were introduced.

II. Subcommittee Reports and Planning Teams

Budget – Rob Freeman reported some funds have been restored to the FY 2015-2016 budget that will allow maintenance to audio/visual systems in the Emergency Operations Center (EOC).

Community Preparedness – Larry Meyerhofer reported that the subcommittee met on May 19, 2015 and discussed the 5 Steps to Neighborhood Preparedness Program. The United Neighborhood Council, located in South Bureau, was selected. A pre-bid meeting was held on May 28, 2015, to find a consultant that will assist the neighborhood council to develop a neighborhood emergency plan, exercise the plan during the 2015 Great Shakeout, and develop a mobile application. On June 30, 2015, Joann Troncale will host the quarterly faith-based partners meeting that will cover the topic of disabilities, access and functional needs. The Emergency Power Facilities Assessment Tool (EPFAT) was discussed. The EPFAT project includes conducting assessments of critical facilities in the City of Los Angeles and populating the U.S. Army Corps of Engineers (USACE) database prior to a major disaster. Larry thanked Eric Robles for coordinating the assessments of municipal facilities, fire stations and police stations. The week of May 18, 2015 USACE conducted assessments of thirty (30) critical facilities. There have been a total of fifty-five (55) assessments of critical facilities completed. The next EPFAT working group meeting is scheduled for June 18, 2015. The next subcommittee meeting is scheduled for July 21, 2015.

Disabilities and Access and Functional Needs – Paul Hernandez reported a Disaster Service Worker (DSW) Americans with Disabilities Act (ADA) supplemental training was conducted at the last subcommittee meeting. It consisted of a fifteen (15) minutes training video for DSW responders and this video will be made available on the Personnel Department Training Portal. The next Coalition meeting will be held on June 10, 2015.

Human Resources – Roberta Jacobsen reported the subcommittee did not meet in May. As of June 1, 2015, twenty-one (21) departments have 100% compliance for completing DSW training for full-time employees and sixteen (16) departments have completed DSW training for part-time employees.

Information Technology – There were no reports.

Local Hazard Mitigation Planning – Michelle Riebeling reported Gabriela Noriega has scheduled the first planning meeting for June 17, 2015. The meeting will discuss the City Hazard Mitigation Project database, the Hazard Mitigation Grant Application process and revising the Local Hazard Mitigation Plan.

Logistics – Rick Thorstensen reported subcommittee members have worked with the USACE on critical site assessments. Rick thanked Quentin Frazier for helping with the development of a Mutual Aid Reference guide that will be available on Google drive. For access to this document send an email to rick.thorstensen@lacity.org. Subcommittee members met with Public Works/Bureau of Street Services to understand equipment typing and availability. The subcommittee is working on an 800-megahertz (MHz) radio mobile application that will allow users to connect to the 800 MHz radio using their cellular phone. The subcommittee is also working with EMD on NotifyLA. The next subcommittee meeting will be scheduled in July 2015.

Operations – Rob Freeman reported that the subcommittee met on May 19, 2015. Intermedix, the company that designs and modifies WebEOC, will conduct WebEOC training the first week

of August 2015. This will be a train-the-trainer type of format. There will be three (3) sessions with 20-30 people per session. During the 2015 Special Olympics World Games the subcommittee recommends that at a minimum, management activate the EOC at Level 1 on July 25, 2015 for the opening ceremony and on August 2, 2015 for the closing ceremony, with a contingency for Level 2 activation. The next subcommittee meeting is scheduled for July 21, 2015.

Planning – Michelle Riebeling reported the Ezell Ford Police Commission meeting is scheduled on June 9, 2015. LAPD Central Division will have an A and B watch scheduled. A watch is scheduled for 0600-1800, and B watch is scheduled for 1800-0600. The EOC will be activated at a Level 1. On June 28, 2015 the BET Awards event is scheduled. The planning for this event has not been finalized. The status of the 2015 Citywide Department Emergency Plan (DEP) submission is at 90 percent compliance, and the Continuity of Operations Plan (COOP) submission is at 83 percent compliance. The COOP Task Force has completed a draft of the COOP template, and it is under review by the Mayor's Office.

Shelter and Welfare – Jimmy Kim reported the subcommittee met on May 19, 2015 and discussed shelter activation as a result of the gas leak in Hollywood. The shelter opened at 6:00 p.m. on May 16, 2015 with a total of 78 residents assisted, and closed on May 17, 2015 at 9:30 a.m. This shelter activation was one of the largest in terms of the number of people who were provided assistance. The American Red Cross (ARC) provided information on their Pillowcase Preparedness Program for grades three (3) through five (5). This program teaches both personal and family preparedness, local hazards and basic coping skills. The Housing and Community Investment Department (HCID) made a presentation about their response to the 1994 Northridge Earthquake. The subcommittee also heard a presentation on sheltering and coordination efforts on Skid Row. The next subcommittee meeting is scheduled for July 21, 2015.

Training / Exercises – Quentin Frazier reported the EOC 101/201 course scheduled for Jun 4, 2015 is full. EOC 101/201 classes have also been scheduled for July 14, 2015 and August 13, 2015. Two EOC 301 courses have been scheduled for September 15-16, 2015, and October 21-22, 2015. Registration for the EOC courses can be completed via Eventbrite, www.eventbrite.com and type in "Los Angeles EOC." The LAFD Tactical Training Division is the point of contact for the ICS Training Program and can be reached at (213) 893-9880. Training funds remain frozen. However, training requests may be submitted and will be reviewed on a case by case basis.

In November 2015 the City of LA along with the Los Angeles County Operational Area (LACOA) will participate in the 2015 Medical Countermeasures Full Scale Exercise. The Medical Countermeasures Exercise is part of a larger California Southern Region full scale exercise series designed to evaluate the Southern California Region's ability to request, organize, and distribute Strategic National Stockpile (SNS) resources in support of the nearly 22 million people in Southern California. The City of LA will participate in the exercise for four (4) days of play that is designed to replicate a twelve (12) hour period as follows:

Nov. 16 - Notification will go out to Los Angeles County (LA County) and City of L.A. Policy Leaders (OA EOC Policy Group) of what is called a Bio-Watch Actionable Result (BAR), which means there has been a positive result for Anthrax. As well, a request will go to the Federal Government to begin to push out the Strategic National Stockpile (SNS) of medications.

Nov. 17 – A regional Public Information Officer (PIO) Exercise, driven by the public health event will occur. Los Angeles EMD Communications Division will likely be involved.

Nov. 18 – Logistical activity to set-up and prepare 194 simulated POD sites LA County-wide, with 90 in the City of LA. There will be ten (10) demonstration POD sites throughout the County of LA, with one (1) in the City of LA. The City of LA EOC will be activated to a Level 1, with other City departments staffing positions as necessary.

Nov. 19 – Level 3 EOC activation, supporting 90 simulated POD sites throughout the City of LA dispensing medications.

The core capabilities for this exercise that apply to the City of LA are: 1) Critical transportation, 2) On-scene security and protection, 3) Operational communications, 4) Operational coordination (ICP, UCP, MACC, DOC and EOC), 5) Public and private services and resources. Additionally, exercise objectives include continuity of operations, and the use of DSWs.

The City of LA plans to hire an exercise consultant by July 1, 2015 and will form an exercise design team. The consultant will look at the City of LA's role in the exercise and how to merge it with the efforts of the County of LA and the region. There will be a series of exercise seminars and workshops conducted throughout the County of LA from July 2015, to October 2015, in preparation for the exercise. Information for these events will be disseminated as it becomes available.

III. Old / New Business

Brandy Welch from ARC reported that June 30, 2015 will be her last day with the organization. She thanked EMC, EMD and the City of LA for all their support.

Carol Parks reported August 26-27, 2015 are the dates for the upcoming 2015 Emergency Management Workshop. The theme for this year's workshop will be Crisis Leadership and Decision Making: Recovery, Resilience and Continuity of Operations. The location of the workshop will be in the Downtown Los Angeles area. More details and invitations will follow soon.

Adjournment

Rob Freeman adjourned the EMC meeting at 9:55 a.m.

Respectfully Submitted:

Approved:

Erricka Peden, Secretary
Emergency Management Department

Rob Freeman, Chair
Emergency Management Committee