

**MINUTES**  
**EMERGENCY MANAGEMENT COMMITTEE**  
**June 7, 2006 - 9:00 a.m.**  
**EOB Room, P- 4 Level, City Hall East**

**Present**

Kevin Harris  
Michelle Riebeling  
Grace Harper  
Paul Wong  
Dolly Malva  
Richard Witte  
Diane Wren  
Phil Orozco  
LaCheryl Bell  
Myrna Braithwaite  
Anna Burton  
Faye Cousin  
Pamela Cummings  
Mark Davis  
Jim Featherstone  
Rob Freeman  
Lisa Hayes  
Cecilia Law  
Alen Pijuan  
Jim Sims  
Andy Kao  
Jeff Elder  
Terry Manning  
Richard Pineda  
Eric Robles  
David Malin  
Ron Cunningham  
Ardene Blackhall  
Kevin Corcoran  
Rita Khurana-Carwile  
Connie Yang  
Bobbi Jacobsen  
Maria Ortiz  
Sergio Diaz  
Ed Larrigan  
Kevin Love  
Kevin McCarthy  
Richard Roupoli  
Steve Vinson  
Pat Alston  
Linda Aparicio  
Tom Cotter  
Tom Cazares  
Mohsen Moyedi  
Enrique Hernandez  
Richard Chong  
Aram Sahakian  
Alan E. Willis  
Robert Roth  
Gloria Annicchiarico  
Jean Prendergast  
Cecilia Weldon  
Georginnah Navarrete  
Bob Spears

**Department**

Airports  
Airports  
Building and Safety  
Building and Safety  
Community Development  
Community Development  
Community Redevelopment  
El Pueblo  
Emergency Preparedness  
Emergency Preparedness  
Emergency Preparedness  
Emergency Preparedness  
Emergency Preparedness  
Emergency Preparedness  
Emergency Preparedness  
Emergency Preparedness  
Emergency Preparedness  
Emergency Preparedness  
Emergency Preparedness  
Environmental Affairs  
Fire  
Fire  
General Services  
General Services  
Harbor  
Housing  
Information Technology  
Information Technology  
Information Technology  
Mayor  
Personnel  
Planning  
Police  
Police  
Police  
Police  
Police  
Police  
Public Works Board  
Public Works Board  
Public Works Board  
Public Works / Contract Administration  
Public Works / Sanitation  
Recreation and Parks  
Transportation  
Transportation  
Transportation  
Treasurer  
Water and Power  
Water and Power  
Water and Power  
Zoo  
LAUSD

## **I. Call to Order; Introductions; Approval of Minutes**

Anna Burton called the meeting to order at 9:10 a.m. Richard Roupoli of the Police Department and Tom Cazares of the Public Works Department were introduced. The minutes of the May meeting were approved.

## **II. Subcommittee Reports and Planning Teams**

Budget Anna Burton reported that the subcommittee met on June 5. The proposed FY 06/07 Emergency Operations Fund (EOF) budget of \$528,840 was reduced to \$183,100. The revised EOF proposed Budget was reallocated according to Emergency Operations Organization (EOO) activities. Copies of the handout were provided.

Community Preparedness / Training Lisa Hayes reported that the subcommittee met on May 9. The after-action report for the Operation Safe Passage Exercise was completed and the Improvement Planning Conference is tentatively scheduled for either July 13 or 20. Copies of a new training announcement spreadsheet were distributed and will be available on the EOO intranet site. There were three private sector tabletop exercises in May. The locations for the 2006 Emergency Preparedness Fair are Westside Pavilion, Northridge Fashion Center, Baldwin Hills Crenshaw Plaza and Lincoln Park. The next subcommittee and fair planning meetings will be held on June 13.

Fire / Life Safety Richard Pineda reported that the Building Emergency Coordinator (BEC) Program trained 118 City employees in May. Three training sessions will be scheduled on June 7, 20 and 29. The next subcommittee meeting will be on July 19.

Information Technology Rita Khurana-Carwile reported that the subcommittee met on May 24. Work on the WebEOC customization continues. Wiring was completed at the Alternate Emergency Operations Centers (AEOC) located at the Ahmanson Recruit Center in Westchester and at the Los Angeles Convention Center. Both locations are now on-line. The Shared Resources Memorandum of Agreement contract with the Los Angeles Unified School District has been submitted to the City Attorney's Office for review. The next subcommittee meeting will be on July 19.

Logistics Richard Pineda reported that the subcommittee met on May 11. The subcommittee discussed data entry into the WebEOC for the National Incident Management System (NIMS) resources and that training is available for data entry. Sixteen usernames were created for eleven participating departments. The next meeting will be held on June 15.

NIMS /NRP Integration Task Force Rob Freeman reported that the City NIMS Implementation Plan is moving forward and that training requirements have been identified. The review and revision of the Emergency Operations Master Plan and Procedures is the next major move towards NIMS compliance. The next meeting will be held on June 13.

Operations Mark Davis reported that the subcommittee met on May 9. WebEOC customization work continues. There will be a WebEOC training class on June 7 for the Mayor's Office. Three large display screens will be installed in the EOC. Test and drill for the two AEOCs in Los Angeles Convention Center and Westchester Recruit Training Center will be scheduled. The EOC position guides will also be updated. The second quarterly 800-Mhz radio test will be on June 8. The next subcommittee meeting will be on June 13.

Planning Alen Pijuan reported that the subcommittee met on May 9 and discussed the National Plan Review and the Health Emergency Response Plan. The draft Tsunami Plan was completed and is under Emergency Preparedness Department (EPD) management review. The subcommittee is working on the EOO Master Plan revision in order to be NIMS compliance. The audit on the Mass Evacuation Plan went well.

Recovery and Reconstruction No reports were made.

### **III. Request for approval of the Public Health Emergency Response Plan**

A motion to approve the Public Health Emergency Response Plan was accepted. The plan will be submitted to the Emergency Operations Board for approval at its July meeting.

### **IV. New Emergency Operations Center (Prop Q)**

Rob Freeman reported that the project is ahead of the construction schedule. Concrete foundation work continues. Recommendation to award the communications engineering contract to Fluor has been submitted to Information Technology Agency (ITA) for processing. The goal to complete the project is within 18 months time frame.

### **V. Homeland Security Grant Update**

Connie Yang reported that the 2006 Urban Area Security Initiative Grant awards are \$81 million. The Grant Task Force will meet on June 13 and the Working Group meeting will be on June 20.

### **VI. Old / New Business**

The usage of the emergency credit card issue was raised and the Logistics Subcommittee will work with the Controller's Office to resolve it. Anna Burton reported that EPD is working with Recreation and Parks Department to identify neighborhood centers for Pandemic Flu response. Terry Manning reported that the CERT conference was successful. New basic disaster preparedness short term CERT courses are being offered in mid-summer.

### **VII. Adjournment**

Anna Burton adjourned the EMC meeting at 10:23 a.m.

Respectfully Submitted:

Approved:

Cecilia Law, Executive Admin. Assistant  
Emergency Preparedness Department

Anna Burton, Chair  
Emergency Management Committee