

**AGENDA**  
**EMERGENCY OPERATIONS BOARD**  
**Monday, July 21, 2003, 1:30 p.m.**  
**EOB Room, P4 Level, City Hall East**

**I. Declaration of Quorum; Introductions; Approval of Minutes**

**II. Action Item**

**A. 2003 Emergency Preparedness Fair Report - Andrew Lowkis**

Recommendation

That the Emergency Operations Board approve and forward to the Mayor for transmittal to the City Council the Emergency Preparedness Department 2003 Emergency Preparedness Fair Report.

**III. Information Items**

- A.** Homeland Security Grants - Richard Deppisch
- B.** Citywide Public Safety Bond Program - Rob Freeman
- C.** 2003 Emergency Management Workshop Update - Carol Parks
- D.** Operation Dark Cloud Exercise - Ron Spicer
- E.** Determine Promise 04 Exercise - Dr. David Banks
- F.** Other Announcements - Board Members

**IV. Public Comment Period**

Members of the public may address the Board on any matter which is within the subject matter jurisdiction of the Board.

**V. Adjourn**

EOB MEETING INFORMATION IS AVAILABLE ON THE EMERGENCY PREPAREDNESS DEPARTMENT WEBSITE. Go to <http://www.lacity.org/epd/epdEOB1.htm>.

If you would like to be added to the EOB email distribution list, please send an email to [claw@mailbox.lacity.org](mailto:claw@mailbox.lacity.org) or contact Cecilia Law at (213) 978-0542.

**CITY OF LOS ANGELES**  
INTER-DEPARTMENTAL CORRESPONDENCE

Date: July 7, 2003

To: Emergency Operations Board

From: Ellis M. Stanley, Sr., General Manager  
Emergency Preparedness Department

Subject: **2003 EMERGENCY PREPAREDNESS FAIR REPORT**

### **RECOMMENDATIONS**

1. That the Emergency Operations Board approve and forward to the Mayor for transmittal to the City Council the Emergency Preparedness Department 2003 Emergency Preparedness Fair Report.
2. That the Mayor transmit the 2003 Emergency Preparedness Fair Report to the City Council.
3. That the City Council note and file the 2003 Emergency Preparedness Fair Report.

### **SUMMARY**

City Council action on February 7, 1995 (C.F. 95-0307) authorized the Emergency Operations Organization Coordinator to accept in-kind donations and monies for deposit into the Emergency Operations Fund (EOF) to help finance the cost of the City's Emergency Preparedness Fair and community outreach efforts. The Council instructed the Emergency Operations Board (EOB) to submit an after-action report itemizing all monies accepted and deposited into the EOF, all fair related expenses and all in-kind donations received.

On April 5, 12, 13, 19, 26, and 27, 2003, the City hosted its Twelfth Annual Emergency Preparedness Fair at six different sites in Los Angeles: Baldwin Hills Crenshaw Plaza, Westside Pavilion, Olvera Street, Westfield Shoppingtown Topanga, Westfield Shoppingtown Eagle Rock, and Ports O'Call. The total cost of the fair was \$59,215. This includes \$16,000 in cash donations, \$23,700 of in-kind donations, and \$19,515 from the Emergency Operations Fund.

The report is as follows:

#### **I. Funds Available**

The City's 2002-2003 Adopted Budget provided \$53,250 for the 2003 fair. EPD accepted and deposited \$16,000 in cash donations from Allstate, BICEPP, and Northrop Grumman.

## II. In-Kind Donations

The City received an estimated \$23,700 of in-kind donations. Attachment One identifies the contributors and the estimated value of their donations.

On June 6, 2003, the City Council formally recognized the Fair sponsors.

## III. Funds Expended

A.	Equipment and furniture rentals . . . . .	\$5,549
	American Rental	\$5,549
B.	Printing of posters, flyers, advertising and information material . .	\$15,855
	Fair Flyers	\$3,660
	Comcast (AT&T) Advertising	\$3,247
	Posters	\$1,311
	Banners	\$1,743
	Bridge Display	\$1,509
	CERT Brochures	\$1,500
	Fair Bags (5000)	\$2,135
	Fair Participant Certificates	\$750
C.	Refreshments for Volunteers . . . . .	\$200
D.	Emergency Kit Supplies Giveaway . . . . .	\$13,911
	Total Cash Expenditures . . . . .	\$35,515
	In-Kind/Giveaway Raffle Donations. . . . .	\$23,700
	<b>TOTAL FAIR COST</b> . . . . .	<b>\$59,215</b>
	Total Cash Donations . . . . .	\$16,000
	<b>TOTAL FAIR COST TO THE EOF</b> . . . . .	<b>\$19,515</b>

## FISCAL IMPACT STATEMENT

Approval of this report will have no impact on the City's General Fund.

EMS:Im

Attachment