

**MINUTES**  
**EMERGENCY MANAGEMENT COMMITTEE**  
**Wednesday, July 3, 2019, 9:00 a.m.**  
**Media Center Room, Emergency Operations Center**  
**500 E. Temple Street, Los Angeles, CA 90012**

**PRESENT**

**DEPARTMENT**

Samantha Jew	Administrative Officer
Mary Reuschel	Administrative Officer
Anthony Arkelian	Airport
Jeanean Barajas	Building and Safety
Jeff Napier	Building and Safety
Anthony Aguinaga	Emergency Management
Shahan Almajian	Emergency Management
Jon Brown	Emergency Management
Christopher Carey	Emergency Management
Jillian De Vela	Emergency Management
Rob Freeman	Emergency Management
Crisanta Gonzalez	Emergency Management
Veronica Hendrix	Emergency Management
Hans Ipsen	Emergency Management
Winston Lin	Emergency Management
Ellen Linaac	Emergency Management
Jennifer Lazo	Emergency Management
Taylor Lorence	Emergency Management
Larry Meyerhofer	Emergency Management
Carol Parks	Emergency Management
Erricka Peden	Emergency Management
Nicole Romo	Emergency Management
Gary Singer	Emergency Management
Eric Robles	General Services
E.J. Martinez	Housing
Lilian Choy	Housing Authority
Wayne Chan	Information Technology
Mara Landay	Mayor
Bobbi Jacobsen	Personnel
Michael Hammett	Police
Jay Hom	Police
Leslie Mariscal	Police
Marco Munoz	Police
Deanna Gomez	Public Works/Sanitation
Lupe Gonzalez	Public Works/Sanitation
Mohsen Moayedi	Public Works/Sanitation
Asaad Alnajjar	Public Works/Street Lighting
Sonya Young Jimenez	Recreation & Parks
Paul Weinberg	Transportation

Lisa Hayes	Water and Power
Mike Greenwood	Access Services
Nathan Wolfstein	Be More Prepared
Jesse Villapando	Be More Prepared

## I. Call to Order, Introductions, Approval of Minutes

Rob Freeman called the meeting to order at 9:03 a.m. Jennifer Lazo, Jillian De Vela, Anthony Aguinaga, Jaqueline Koci Tamayo and Christopher Carey with the Emergency Management Department were introduced. Lynette Reed with the Harbor Department, and Anthony Arakelian with the Los Angeles World Airports were also introduced. The minutes of the June 5, 2019 Emergency Management Committee (EMC) meeting were approved.

## II. Subcommittee Reports and Planning Teams

Budget – Rob Freeman reported funding for improving the electrical and transfer switch at the alternate Emergency Operations Center (EOC) located at the Los Angeles Police Department Ahmanson Recruit Training Center has been approved. A project is also being developed to upgrade the video wall in the Main Coordination Room (MCR) of the EOC.

Community Preparedness – Carol Parks reported the subcommittee did not meet in June 2019. Jon Brown, Veronica Hendrix, Faye Cousin, and Crisanta Gonzalez of the EMD Community Preparedness and Engagement Division were acknowledged for their hard work in completing one hundred-twenty (120) Ready Your Los Angeles Neighborhood plans. Exceeding the initial goal of eighty (80) plans by June 30, 2019. The next subcommittee meeting is scheduled on July 9, 2019.

Disabilities and Access and Functional Needs – Larry Meyerhofer reported the subcommittee met on June 5, 2019. Incorporating Whole Community Planning into the Emergency Management Process training was held on June 19, 2019 with thirty-two (32) in attendance. The next meeting is scheduled for July 31, 2019.

Human Resources – Bobbi Jacobsen reported the Personnel Department is working to create an electronic template to store City employee skills. A project is also being developed to create an electronic volunteer center.

Planning – Larry Meyerhofer reported the subcommittee did not meet in June 2019. The Pandemic Annex was approved by the Emergency Operations Board in May 2019. The next subcommittee meeting is scheduled on July 9, 2019.

Operations – Chris Ipsen reported the Public Relations Specialist position has been approved for EMD. Chris thanked the City Administrative Officer for supporting the EOC upgrade projects. Meals Ready to Eat have been received and stored in the EOC. The EOC – MCR computers are being replaced and upgraded. The next subcommittee meeting is scheduled on July 9, 2019.

Shelter and Welfare – Sonya Young Jimenez reported Recreation and Parks is preparing to open cooling centers. The next WebEOC training is scheduled for August 6, 2019. The Safety

and Emergency Fair is scheduled for September 18, 2019. The next subcommittee meeting is scheduled on July 9, 2019.

Training / Exercises – Gary Singer reported the EMD Training & Exercise Calendar is posted on the emergency.lacity.org web page. G775/191 was held on June 25-27, 2019. The Public Information Officer & Warning Seminar is scheduled for June 18, 2019. The WebEOC training was held on June 12, 2019. Invitations were emailed for the Defense Support of Civil Authorities program. The G-611 Operations section specific course will be held on July 24-25, 2019. The next subcommittee meeting is scheduled on July 9, 2019.

**III. 2019 Emergency Operations Center Annual Functional Exercise After Action Report/Improvement Plan – Gary Singer**

Gary Singer requested the approval of the 2019 Emergency Operations Center Annual Functional Exercise After Action Report/Improvement Plan. The motion was approved and will be forwarded to the Emergency Operations Board for approval.

**IV. 2019 City of Los Angeles Emergency Operations Plans – Larry Meyerhofer**

Larry Meyerhofer requested the approval of the 2019 City of Los Angeles Emergency Operations Plans. The motion was approved and will be forwarded to the Emergency Operations Board for approval.

**V. Transit Mutual Assistance Compact (TransMAC) Overview – Paul Weinberg**

Paul Weinberg presented a PowerPoint overview of the Transit Mutual Assistance Compact (TransMAC). TransMAC is the formal process of requesting, receiving and providing mutual aid transportation resources in the event of an emergency.

**VI. Old / New Business**

Rob Freeman added the Regional Complex Terrorist Attack Exercise is tentatively scheduled for February 2020. This will be a field level exercise with an EOC component that will include City, County, and State agencies.

**VI. Adjournment**

Rob Freeman adjourned the EMC meeting at 9:44 a.m.

Respectfully Submitted:

Approved:



Erricka Peden, Secretary  
Emergency Management Department



Rob Freeman, Chair  
Emergency Management Committee