

MINUTES
EMERGENCY MANAGEMENT COMMITTEE
Wednesday, January 8, 2020, 9:00 a.m.
Media Center Room, Emergency Operations Center
500 E. Temple Street, Los Angeles, CA 90012

PRESENT	DEPARTMENT
Taylor Lorence	Airport
Jeanean Barajas	Building and Safety
Mary Reuschel	City Administrative Officer
Deisy Gonzalez	Disability
Omari Battles	Emergency Management
Jon Brown	Emergency Management
Carmina De Santiago	Emergency Management
Rob Freeman	Emergency Management
Crisanta Gonzalez	Emergency Management
Veronica Hendrix	Emergency Management
Kate Hutton	Emergency Management
Chris Ipsen	Emergency Management
Jaqueline Koci Tamayo	Emergency Management
Cecilia Law	Emergency Management
Jennifer Maradiaga-Contreras	Emergency Management
Larry Meyerhofer	Emergency Management
Patrick Munongo	Emergency Management
Carol Parks	Emergency Management
Nicole Romo	Emergency Management
Robbie Spears	Emergency Management
Gina Wu	Emergency Management
John Ignatczyk	Fire
Pierre Riotoc	General Services
E.J. Martinez	Housing & Community Investment
Wayne Chan	Information Technology
Vanessa Regalado	Information Technology
Bobbi Jacobsen	Personnel
Brittany Nerey	Personnel
Maria Ortiz	Planning
Devon Zatorski	Planning
John Campos	Police
Deanna Gomez	Public Works/Sanitation
Lupe Gonzalez	Public Works/Sanitation
Brenda Aguirre	Recreation and Parks
Sonya Young-Jimenez	Recreation and Parks
Paul Weinberg	Transportation
Lisa Hayes	Water and Power
Lester Belo	LA County Public Health
Charles Christian	Civil Air Patrol
Scott Underwood	American Red Cross
Jesse Villapando	Be More Prepared

I. Call to Order, Introductions, Approval of Minutes

Rob Freeman called the meeting to order at 9:05 a.m. Lester Belo with the Los Angeles County Department of Public Health and Brittany Nerey with the Personnel Department were introduced. The minutes of the December 4, 2019 EMC meeting were approved.

II. Subcommittee Reports and Planning Teams

Budget – Rob Freeman reported that after an initial meeting with the Mayor's budget team, the Emergency Management Department (EMD) had follow-up discussion with the Office of the City Administrative Officer and is working aggressively to request more training funds. EMD will lobby the City Council for support if needed.

Community Preparedness & Engagement – Carol Parks reported that there was no subcommittee meeting in December. EMD's Community Preparedness and Engagement Division staff continue to make progress in the Ready Your Los Angeles Neighborhood (RYLAN) Initiative. There are 112 neighborhood plans completed and the goal remains to have 200 plans created before the end of the fiscal year. EMD is working with two contractors (MySafe: LA and Wilks Law) to complete 40 neighborhood plans. EMD is also working with the Department of Neighborhood Empowerment on train-the-trainer session to be held in February for the Neighborhood Emergency Preparedness Liaisons. After the training, the Liaisons will be helping EMD in conducting RYLAN orientations. January 17, 2020 marks the 26th anniversary of the Northridge Earthquake. EMD has earthquake preparedness publications available for departments to promote the importance of being prepared for earthquakes. The next subcommittee meeting is scheduled on January 14 with a speaker from Nextdoor.

Disabilities and Access and Functional Needs – Omari Battles reported that the subcommittee did not meet in December and the next meeting is set on January 29.

Human Resources – Bobbi Jacobsen reported that the Disaster Service Worker (DSW) report was not available at the meeting. It will be sent by email as soon as it becomes available. She will provide names of employees who have not completed the DSW training upon request. The Personnel Department is working on the Controller's audit of the DSW Program.

Planning – Larry Meyerhofer reminded City departments to send their Department Emergency Plan (DEP) and Continuity of Operations Plan (COOP) revision to EMD by January 31. The next subcommittee meeting is scheduled on January 14 and will discuss the Mass Care and Shelter Annex, the Earthquake Annex and the Debris Flow Annex.

Operations - Chris Ipsen reported that the subcommittee discussed the Saddleridge and Getty Fires After Action Report (AAR) at its November meeting. The work on procedure manual revision continues. The next subcommittee meeting is scheduled on January 14 to finalize the four AARs for the fires which will be submitted to the Emergency Operations Board (EOB) for approval at its January 21 meeting.

Shelter and Welfare – Sonya Young-Jimenez reported that the subcommittee last met on November 12 and discussed the Saddleridge and Getty Fires AAR in related to the FNSS trailer issue. The solution was to stack up some supplies in the staging area bins. The next subcommittee meeting is scheduled on January 14 to discuss lessons learned from the Thanksgiving shelter activation which involved sheltering homeless people.

Training / Exercises – Robbie Spears reported that the subcommittee met on December 4 and reviewed all corrective actions/improvement items in the after action reports. A total of 47 people attended the G775/191 LA City EOC Overview on December 17-19 and there were 70 attendees for the housing recovery seminar on December 10. EMD's Training and Exercise Division plans to host one topic specific recovery seminar which will be followed by a tabletop exercise each year. The Complex Coordinated Terrorist Attack Tabletop Exercise is scheduled on January 16 and a functional exercise is planned on April 23. The G611 Logistics Section Specific class on January 8-9 has 32 attendees. A G611 Operations Section Specific class is scheduled from February 11 to 13. A calendar of trainings and exercises is available on EMD's website. A memo from the Mayor was sent to all City department heads regarding annual review of their DEP and COOP. Each department is also required to conduct a COOP drill no later than June 30. EMD will provide workshop/training on drill to City departments.

III. 2019 City of Los Angeles Emergency Operations Plans

Larry Meyerhofer requested the approval of the Dam/Reservoir Failure Appendix. The motion was approved and will be forwarded to the EOB for approval.

IV. Saddleridge and Getty Fires Emergency Operations Center Activation After Action Report

Chris Ipsen requested the approval of the Saddleridge and Getty Fires EOC AAR. The motion was approved and will be forwarded to the EOB for approval.

V. Sepulveda Flood Basin Fire Incident Emergency Operations Center Activation After Action Report

Chris Ipsen requested the approval of the Sepulveda Flood Basin Fire Incident EOC AAR. The motion was approved and will be forwarded to the EOB for approval.

VI. Palisades Fire Emergency Operations Center Activation After Action Report

Carol Parks requested the approval of the Palisades Fire EOC AAR. The motion was approved and will be forwarded to the EOB for approval.

VII. Old / New Business

John Ignatczyk thanked the City departments' support for the fires.

Rob Freeman presented a certificate of appreciation to Scott Underwood for the recognition of his leadership with the American Red Cross and his contributions to the City of Los Angeles Emergency Operations Organization.

VI. Adjournment

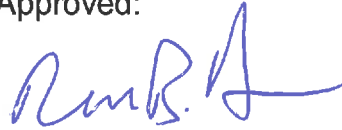
Rob Freeman adjourned the EMC meeting at 9:46 a.m.

Respectfully Submitted:



Cecilia Law, Executive Admin. Assistant
Emergency Management Department

Approved:



Rob Freeman, Chair
Emergency Management Committee