

MINUTES
EMERGENCY MANAGEMENT COMMITTEE
Wednesday, June 3, 2020, 9:00 a.m.
VIRTUAL MEETING

PRESENT

Tayler Lorence
Jeanean Barajas
Joshua Drake
Mary Reuschel
Rick Pope
Anthony Sanchez
Walter Schreck
Omari Battles
Chris Carey
Rob Freeman
Chris Ipsen
Cecilia Law
Ellen Linaac
Patrick Munongo
Carol Parks
Gary Singer
Saul Romo
John Ignatczyk
Eric Robles
Lynette Reed
E.J. Martinez
Vanessa Regalado
Thomas Jung
Mara Landay
Bobbi Jacobsen
Maria Ortiz
Michael Hammett
Brian Stoker
Lupe Gonzalez
Brenda Aguirre
Jimmy Kim
Sonya Young-Jimenez
Paul Weinberg
Rick Thorstensen

DEPARTMENT

Airports
Building and Safety
Chief Legislative Officer
City Administrative Officer
Disability
Economic and Workforce Development
El Pueblo
Emergency Management
Emergency Management
Emergency Management
Emergency Management
Emergency Management
Emergency Management
Emergency Management
Emergency Management
Emergency Management
Finance
Fire
General Services
Harbor
Housing and Community Investment
Information Technology
Library
Mayor's Office
Personnel
Planning
Police
Public Works/Engineering
Public Works/Sanitation
Recreation and Parks
Recreation and Parks
Recreation and Parks
Transportation
Zoo

I. Call to Order, Roll Call, Approval of Minutes

Rob Freeman called the meeting to order at 9:07 a.m. and made a roll call. The minutes of the May 6, 2020 EMC meeting were approved.

II. Subcommittee Reports

Budget – Rob Freeman reported that the Emergency Operations Fund faces significant challenge in a tough budget year. The proposed budget was being cut into the range of \$700,000 to \$800,000. There was no approval for training fund. The NC4 subscription is being cancelled. The WebEOC Information Management System is being replaced by Veoci. Training on the new Veoci system will be provided after the two concurrent Emergency Operations Center (EOC) activations,

Community Preparedness & Engagement – Carol Parks reported that the subcommittee will host its virtual meeting on July 14 via Zoom. The importance of individual, family and neighborhood preparedness is still being promoted. However, due to the COVID-19 pandemic, the presentation and training format of the RYLAN Program will be changed from in-person to virtual. All material will be made available online. The Seventh Council District will be the first pilot community using the virtual RYLAN Program.

Aram Sahakian added that the virtual RYLAN Program is a new concept and neighborhood preparedness remains the highest topic on the agenda. Any ideas and suggestions are welcome.

Disabilities and Access and Functional Needs – Omari Battles reported that the subcommittee will conduct its meeting virtually on a bi-monthly schedule. The exact meeting date has yet to be determined. It may be in mid-July.

Human Resources – Bobbi Jacobsen reported that the subcommittee has not met for a period of time and she will talk to the management of the Personnel Department about resuming the meeting. The Disaster Service Worker (DSW) Program was activated and City employees were deployed to various positions related to the COVID-19 pandemic.

Rob Freeman reported that he is working with the Personnel Department, the Mayor's Office and the Office of the City Attorney to revise and update the Mayor's Executive Directive on DSW.

Operations – Chris Ipsen reported that the subcommittee will meet virtually on July 14 via Zoom. Chris Carey is the project lead for the transition of the EOC Information Management System. The transition process is making good progress and the Veoci platform is anticipated to be available online in July. The funding for installing transfer switch for the generator at the alternate EOC was approved. EMD has been meeting with the General Services Department's Construction Forces Division and outside contractor to get the full power capability. The EOC Task Force meetings have been put on hold due to the EOC activations. Four EMD staff will be trained as the Veoci system administrator.

Planning – Patrick Munongo reported that the subcommittee will also meet virtually on July 14 via Zoom. City departments have submitted the first draft of their reconstitution plans on May 18. EMD reviewed the plans and sent back to departments with evaluations. Twenty-five departments resubmitted their plans on June 1. EMD's review of the reconstitution plans and the department emergency operations plans was postponed due to the COVID-19 pandemic and civil unrest.

Aram Sahakian added that the new deadline for final reconstitution plan submission is June 22.

Shelter and Welfare – Sonya Young-Jimenez reported that the next subcommittee meeting will be held virtually on July 14. The Recreation and Parks Department (RAP) has been providing shelters since March 20. There were about 1,000 participants in the twenty-four shelters that were open throughout the city. The current number of participants is 528. Eight trailer sites were set up with 239 people occupied. One trailer site has been demobilized. The current availability of beds is 53. An evacuation center was opened until 5:30 p.m. on May 16 for the structure fire at Main Street. RAP Department Operations Center has been activated at level 1.

Training/Exercises – Gary Singer reported that the Defense Support of Civil Authorities (DSCA) seminar will be conducted virtually in December. The CCTA Functional Exercise is postponed to the beginning of 2021. The Mass Care and Shelter Full Scale Exercise is being planned in the winter of 2021. The subcommittee is working with the State Training Institute on setting up online independent study training courses. The next subcommittee meeting may be in July or August.

III. COVID-19 Recovery and Reconstitution

Gary Singer reported that he is the lead of the working group for City Reconstitution Planning. The purpose of reconstitution planning is to identify the impact COVID-19 has had on city departments, and the plan for reopening. It is a 5-stage approach. The City is currently in stage 2 of reopening. City departments should prepare to operate at 25%, 50%, 75% and 100% capacity levels. City departments were provided with guidance on the following: Citywide Personnel and Workplace issues; HVAC and Building Systems; Signage and Messaging; and Site Security.

IV. Old / New Business

Mike Hammett reported that the Los Angeles Police Department is mobilized in two 12-hour shifts for the COVID-19 Pandemic and the Civil Unrest. There were 12 events scheduled throughout the City on June 3.

Aram Sahakian announced the promotion of Carol Parks as the Assistant General Manager of the Emergency Management Department.

Rob Freeman reported that the May Emergency Operations Board meeting was postponed and the July meeting may be resumed in a virtual format.

V. Adjournment

Rob Freeman adjourned the EMC meeting at 9:51 a.m.

Respectfully Submitted:



Cecilia Law, Executive Admin. Assistant
Emergency Management Department

Approved:



Rob Freeman, Chair
Emergency Management Committee