

AGENDA
EMERGENCY OPERATIONS BOARD
Monday, July 15, 2002, 1:30 p.m.
EOB Room, P4 Level, City Hall East

I. Declaration of Quorum; Introductions; Approval of Minutes

II. Action Items

A. FY 2002-03 EMERGENCY OPERATIONS FUND

Recommendation

That the Emergency Operations Board approve, as recommended by the Emergency Management Committee, the revised FY 2002-03 Emergency Operations Fund spending plan.

B. MISCELLANEOUS FUNDING REQUEST

Recommendation

That the Emergency Operations Board approve:

1. A miscellaneous funding request by the Police Department for \$3,926 to replace three fax machines in their Department Operations Center.
2. A miscellaneous funding request by the Police Department for \$9,273 to purchase an adapter module receiver/transmitter to expand the capability of the Portable Digital Microwave Receiver System owned by ITA.

C. 2002 CITY OF LOS ANGELES EMERGENCY PREPAREDNESS FAIR

Recommendation

That the Emergency Operations Board approve and forward to the Mayor for transmittal to the City Council the Emergency Preparedness Department report regarding the 2002 Emergency Preparedness Fair.

III. Information Items

- A. July 4 Airport Shooting - LAPD
- B. City Hall East Vent Retrofit - Richard Pineda
- C. Status of New Emergency Operations Center (Proposition Q) - Rob Freeman
- D. Other Announcements - Board Members

IV. Public Comment Period

Members of the public may also 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. If you do not have an email address and would like to be added to the fax distribution list, please call Cecilia Law at (213) 978-0542.

CITY OF LOS ANGELES
INTERDEPARTMENTAL CORRESPONDENCE

Date: July 5, 2002

To: Martin H. Pomeroy, Chair
Emergency Operations Board

Emergency Operations Board Members

From: Bob Canfield, Executive Assistant
Emergency Operations Board

Subject: **FY 2002-03 EMERGENCY OPERATIONS FUND**

Recommendation

That the Emergency Operations Board approve, as recommended by the Emergency Management Committee, the revised FY 2002-03 Emergency Operations Fund spending plan.

Executive Summary

The Emergency Operations Board (EOB) approved the proposed FY 2002-03 Emergency Operations Fund (EOF) Budget at its November 19, 2001 meeting. Subsequent to this approval, the FY 2002-03 EOF was reduced by the Mayor from \$507,440 to \$477,530. The adopted FY 2002-03 EOF Budget inadvertently removed all funding for Fire Department projects.

Attached is a revised FY 2002-03 spending plan for the EOF that more equitably distributes the reduced funding amount. The Mayor's Budget Director concurs with the attached spending plan for FY 2002-03.

Attachment

FY 2002-03 EOF Spending Plan

**REVISED
FY 2002-03
EMERGENCY OPERATIONS FUND SPENDING PLAN**

No	Dept.	Project Description	Amount
1	ARD	DOC Replacement Computer Equipment	\$4,000
2		Industrial Fans	\$4,000
3		Conference Phones	\$0
4		Electronic Copy Boards	\$0
5	B&S	Two Storage Containers	\$0
6		Emergency Supplies	\$10,000
7		Multimedia Projector	\$0
8		Digital Cameras	\$3,100
9		Digital Video Camera	\$1,400
10	EOO	Community Preparedness/Public Outreach	\$27,000
11		EOC Supplies and Support	\$8,000
12		EOO Training (Combined EOO, Housing, ITA)	\$52,090
13		EOO Annual Workshop	\$50,000
14		EOO Emergency Preparedness Fair	\$58,000
15		EOO Local Conferences and Meetings	\$5,000
16		Meals Ready to Eat (MRE) for EOC Responders	\$0
	FIRE	USAR Cold Weather Protective Clothing	
		USAR Hazmat Technical Certification Training	
		USAR Desktop Computer and Accessories	
		USAR FEMA US&R Training and Travel	
		USAR Digital Cameras & Accessories	
		USAR Technical Optical Search Devices	
		USAR Confined Space Ventilation System	
		USAR High-Capacity Air Shores System	
		USAR Plasma Cutter & Welding System	
17		TOTAL USAR	\$31,500
		CERT Safety Equipment & First Aid Supplies	
		CERT Renewal Maintenance Contract - Mailer System	
		CERT Computers and Accessories	
		CERT Printing and/or Binding Safety Materials	
		CERT Replacement Photo ID Card System & Supplies	
		CERT Photo ID System Film	
		CERT Public Address System & Accessories	
		CERT Trauma Moulage Materials/Makeup	
18		TOTAL CERT	\$22,500
19	GSD	Trailer for Excavator	\$0
20		TV/VCR for Training	\$0
21		Digital Cameras	\$0
22		Floor Warden Kits - BEC Program	\$18,000
23	HOUS	Equipment for Inspectors	\$20,000
24		Communications Equipment for Emerg. Response Vehicle	\$8,525
25	ITA	Training for three staff members	\$0
26	LAPD	DOC Replacement Computers	\$18,700
27		EZ-Up Canopies	\$11,471
28		Field Video Receivers	\$31,000
29		Ice Maker	\$2,900
30		Dive Team Drysuits	\$18,000
31	MAYOR	Printing of Emergency Preparedness Material	\$0
32	PERS	DOC Communications Cabling System	\$10,000
33		Emergency Supplies	\$0
34	PWD	Multimedia Projector - St. Services	\$3,000
35		Computers, Monitors, Digital Camera - Sanitation	\$4,800
36		Storage Containers - St. Services	\$5,644
37	DOT	Emergency Services Van Conversion	\$41,500
38		Battery Chargers for Radios	\$2,400
39		Emergency Auxiliary Power Generator	\$5,000
EOF TOTAL			\$477,530

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: July 5, 2002

To: Martin H. Pomeroy, Chair
Emergency Operations Board

Emergency Operations Board Members

From: Bob Canfield, Executive Assistant
Emergency Operations Board

Subject: **MISCELLANEOUS FUNDING REQUEST**

Recommendation

That the Emergency Operations Board approve:

1. A miscellaneous funding request by the Police Department for \$3,926 to replace three fax machines in their Department Operations Center.

2. A miscellaneous funding request by the Police Department for \$9,273 to purchase an adapter module receiver/transmitter to expand the capability of the Portable Digital Microwave Receiver System owned by ITA.

Executive Summary

The Police Department recently submitted an After Action Report for the September and October EOC activations. A recommendation was made to upgrade the fax machines in the Police Department Operations Center (DOC). These fax machines are more than nine years old and have insufficient memory to effectively provide and receive essential information in a timely manner. Therefore, the Police Department requests \$3,927 from the Emergency Operations Fund (EOF) for three new fax machines and replacement cartridges.

Additionally, the Police Department has identified a persistent operational shortcoming concerning the City's ability to provide a live video transmission during response operations. The issue primarily results from a requirement that the City share a commercial frequency with entities such as the news media. While the frequency issue is beyond the City's control, it has been learned that the Information Technology Agency (ITA) possesses a portable digital microwave receiver system (PDMRS). PDMRS provides 20 telephone lines via microwave through the Mount Lee communications facility. PDMRS has the capability of providing microwave video in addition to its telephone capability, and thus alleviate the video transmission conflict. To do so requires the purchase of an adapter module receiver/transmitter for \$9,273. The Police Department requests to spend \$9,273 from the EOF to purchase a receiver/transmitter adapter module for use with the ITA PDMRS.

Sufficient EOF funding is available.

Attachments

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: July 8, 2002

To: Martin H. Pomeroy, Chair
Emergency Operations Board

Emergency Operations Board Members

From: Bob Canfield, Executive Assistant
Emergency Operations Board

Subject: **2002 CITY OF LOS ANGELES EMERGENCY PREPAREDNESS FAIR**

Recommendation

That the Emergency Operations Board approve and forward to the Mayor for transmittal to the City Council the Emergency Preparedness Department report regarding the 2002 Emergency Preparedness Fair

Executive Summary

In 1995 the City Council authorized the Emergency Operations Organization Coordinator to accept in-kind donations and monies for deposit into the Emergency Operations Fund (EOF) to defray the costs of the City's Annual Emergency Preparedness Fair. The City Council instructed the Emergency Operations Board to submit an annual accounting of all donated monies, in-kind donations and Fair related expenses.

The attached report itemizes Fair expenses, and cash and in-kind donations.

Supporting Document

Inter-Departmental Correspondence from the Emergency Preparedness Department, dated June 13, 2002.

Attachment

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: June 13, 2002

To: Martin Pomeroy, Chair
Emergency Operations Board

Emergency Operations Board Members

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

Subject: **REPORT ON THE 2002 CITY OF LOS ANGELES
EMERGENCY PREPAREDNESS FAIR**

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 defray the cost of the City's Emergency Preparedness Fair. 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 6, 13, 20, 27, 2002, the City hosted its Eleventh Annual Emergency Preparedness Fair in the San Fernando Valley, San Pedro, West Los Angeles and Central Los Angeles areas, respectively. The total cost of the fair was approximately \$26,784.

The report is as follows:

I. Funds Available

Based on the cost of previous fairs, the City's 2001-2002 Adopted Budget provided \$45,000 for the 2002 Fair. EPD accepted and deposited \$21,500 in cash donations from Allstate, BICEPP, Toyota, Northrop Grumman and Universal Studios.

II. In-Kind Donations

The City received an estimated \$12,400 of in-kind donations. Attachment One identifies the organizations and the estimated value of their donation.

On May 17, 2002, the City Council formally recognized Fair sponsors.

III. Funds Expended

A.	Equipment and furniture rentals	\$2,607
	American Rental	\$2,607
B.	Printing of posters, flyers, advertising and information material	\$11,777
	Fair Flyers	\$3,822
	Advertising & Media Services	\$2,924
	Brochures (CERT)	\$1,674
	Flyers (CERT)	\$1,314
	Posters	\$1,120
	Banners	\$ 923
	Total Cash Expenditures	\$14,384
	In-Kind Donations	\$12,400
	TOTAL FAIR COST	\$26,784

The cost of this year's fair was greatly reduced by a change of format approved by the Emergency Operations Board many months after the adoption of the FY 2001-02 City Budget. The new format was designed to take the fair into high-volume community venues, as opposed to a single centrally located event. This year's fair was successful in exposing greater numbers of people to the City's preparedness message, while at the same time reducing direct and indirect costs. The consequence is that the Emergency Operations Organization will have sufficient funds to replicate the events conducted in April, at many other community venues throughout the coming months.

RECOMMENDATION

That the Emergency Operations Board approve and forward to the Mayor for transmittal to the City Council the report on the 2002 Emergency Preparedness Fair.

FISCAL IMPACT STATEMENT

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

EMS:mcd

Attachment