

AGENDA
EMERGENCY OPERATIONS BOARD
Monday, May 16, 2005, 1:30 p.m.
EOB Room, P4 Level, City Hall East

I. Declaration of Quorum; Introductions; Approval of Minutes

II. Action Items

A. Year 2004 – State of the City’s Emergency Preparedness - Larry Meyerhofer

Recommendation

That the Emergency Operations Board, as recommended by the Emergency Preparedness Department, approve and forward to the Mayor this Year 2004 - State of the City’s Emergency Preparedness Report.

B. Emergency Operations Organization (EOO) Training and Exercises - Chris Ipsen

Recommendation

That the Emergency Operations Board, as recommended by the Emergency Management Committee, approve and forward to the Mayor for transmittal to the City Council, the updated Training Annex to the Emergency Operations Master Plan and Procedures (Master Plan).

C. After-Action Report for Operation Rolling Show - Chris Ipsen

Recommendation

That the Emergency Operations Board, as recommended by the Emergency Management Committee, approve and forward to the Mayor for transmittal to the City Council, the After-Action Report for Operation Rolling Show.

D. Operation: L.A. Bound Multi Agency Tabletop Exercise After Action Report - Anna Burton

Recommendation

That the Emergency Operations Board, as recommended by the Emergency Management Committee, approve and forward to the Mayor for transmittal to the City Council, the Operation: L.A. Bound Multi Agency Tabletop Exercise After Action Report.

E. Unified Command Post Exercise After Action Report - Anna Burton

Recommendation

That the Emergency Operations Board, as recommended by the Emergency Management Committee, approve and forward to the Mayor for transmittal to the City Council, the Unified Command Post Exercise After Action Report.

F. Proposed Ordinances Reflecting Amendments to the Los Angeles Administrative Code - Julie Raffish

Recommendation

That the Emergency Operations Board, as recommended by the Office of the City Attorney, approve and forward to the Mayor for transmittal to the City Council, the proposed Administrative Code amendments to transfer responsibility for the “communications” function for purposes of the Emergency Operations Organization (EOO) from the General Services Division to the Information Technology Division, and adding provisions established in the Information Technology Division, and defining its responsibilities as part of the EOO.

III. Information Items

- A. Homeland Security Grants - Anna Burton
- B. Citywide Public Safety Bond Program - Rob Freeman
- C. 2005 Emergency Management Workshop - Larry Meyerhofer
- D. Recognition of Operation Archangel for receiving Monticello Award - Mark Leap
- E. 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/epdeoob1.htm>.

If you would like to be added to the EOB email distribution list, please send an email to claw@mailbox.lacity.org or contact Cecilia Law at (213) 978-0540.

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: March 14, 2005

To: William J. Bratton, Chair
Emergency Operations Board

Emergency Operations Board Members

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

Subject: **YEAR 2004 - STATE OF THE CITY'S EMERGENCY PREPAREDNESS**

Recommendation

That the Emergency Operations Board, as recommended by the Emergency Preparedness Department, approve and forward to the Mayor this Year 2004 State of the City's Emergency Preparedness Report.

Summary

In 2004, the City continued its efforts to address "traditional" threats, while intensifying its counter-terrorism preparedness and response capabilities through the pursuit of federal homeland security grant funding for first responders. In addition, to comply with Executive Directive No. EP-1, City departments conducted, or participated in, employee emergency preparedness training and exercises. The Emergency Preparedness Department (EPD) received annual emergency preparedness activities reports from 40 departments.

Planning - City Emergency Operations Organization (EOO) planning focused on two main issues in 2004 - completing the Critical Infrastructure Interruption Annex to the Master Plan and completing the Local Hazard Mitigation Plan (LHMP) to comply with the Federal Disaster Management Act (DMA) of 2000.

Twenty-one departments participated in the development of the Critical Infrastructure Interruption Annex. These departments identified pre-event, response, and post-event actions relating to eight types of critical infrastructure interruptions that could occur in the City. The eight critical infrastructures identified are water supply systems, electrical power systems, natural gas/fuel distribution system, information and communications, government services, transportation, emergency services, and banking and finance.

DMA 2000 required all local governments in the country to have an approved Local Hazard Mitigation Plan (LHMP) by November 1, 2004 in order to qualify for any future federal mitigation grant funds. The EPD took the lead by creating and chairing the City's LHMP Advisory Task Force consisting of 24 City departments, 6 county, state, and federal government agencies, 4 educational institutions, and 7 private and non-profit business and community-based organization representatives. This plan was approved by the Governor's Office of Emergency Services (OES) in November 2004, and by the Federal Emergency Management Administration (FEMA) on January 7, 2005.

Other planning activities included preparing, with the participation of the Department of Homeland Security, a Catastrophic Incident Response Plan, updating the Non-Declared Emergency Annex, continued updating of the Master Plan, updating of Department Emergency Plans, and participation in the activities of the Terrorism Early Warning Group and the Area Maritime (ports of Los Angeles and Long Beach) Security Committee.

Training - Thousands of City employees participated in preparedness related training classes, workshops, exercises, and drills in 2004. Attachment One identifies the types of activities and numbers participating city employees in each category throughout 2004. While some employees attended only one training event, many participated in multiple types of training. More than half of all City personnel attended individual and family preparedness training.

Major Citywide exercises included the annual Citywide Emergency Preparedness Exercise on January 15, Operation Determined Promise on August 5-6, Alternate Emergency Operations Center (EOC) Exercise and Civic Center Evacuation Drill on September 9, 2004.

The City's Annual Emergency Management Workshop took place in October and focused on the evaluation of the City's Emergency Management and Homeland Security programs, and the lessons learned from the recent terrorist attack in Madrid, the 2003 Rhode Island Nightclub Fire, and the New York City management of the 2004 Republican National Convention.

Facilities - The City EOC was not activated in 2004 as a result of a disaster. Several tests and exercises were conducted to confirm the operational readiness of EOC responders and equipment. Monthly training courses on the EOC communications and information systems including sectional specific duties were conducted throughout the year. Homeland Security Grant funding provided for the upgrading of all EOC computers. Grant funding also allowed the purchase of enhanced monitoring equipment in the EOC Director's Room. Upgrading equipment and facility space at the Convention Center for use as an Alternate EOC was completed.

Year 2004 Emergency Preparedness Training Activities

<u>I. New City Employee</u>	1,596
Emergency Orientation.....	1,596
<u>II. Standardized Emergency Management System (SEMS)</u>	383
Orientation.....	181
Field	202
<u>III. Fire/Life Safety</u>	63,530
Personal/Family Preparedness	20,843
Workplace/Home/Auto.	42,687
<u>Building Emergency Coordinator (BEC) Program</u>	7,482
Floor Warden	553
CPR/First Aid/AED	5,025
Emergency Response Team.....	1,657
Hazard Mitigation	247
<u>IV. Emergency Preparedness Training and Departmental Exercises</u>	13,938
Department Operation Center (DOC) Training.....	260
Emergency Operation Center (EOC) Training.....	254
First Responder Training.....	5,374
Inter-Departmental Training	2,200
OES/FEMA Sponsored Training (CSTI, EMI, etc.).....	131
ICS/Unified Command Training	179
January 15, 2004 City Emergency Preparedness Exercise	457
August 5-6, 2004 Operation Determined Promise.	166
September 9, 2004 Alternate EOC Exercise.	448
September 9, 2004 Civic Center Evacuation Drill	1,524
December 6-7, 2004,WMD Awareness (Train the Trainer)	57
Other	2,888
<u>V. Emergency Preparedness Events</u>	1140
Emergency Preparedness Events.	754
April, 2004 Emergency Preparedness Fair.....	178
September, 2004 Mayor’s Homeland Security Summit.....	76
October, 2004 Emergency Preparedness Workshop.....	132
Other	0
<u>VI. Department Emergency Plan Revisions</u>	19
Department Emergency Plan Revisions	19

GRAND TOTAL 88,069

CITY OF LOS ANGELES

INTER-DEPARTMENTAL CORRESPONDENCE

Date: March 14, 2004

To: William J. Bratton, Chair
Emergency Operations Board

Emergency Operations Board Members

From: Anna Burton, Executive Assistant
Emergency Operations Board

Subject: **EMERGENCY OPERATIONS ORGANIZATION (EOO) TRAINING AND EXERCISES**

Recommendation

That the Emergency Operations Board, as recommended by the Emergency Management Committee, approve and forward to the Mayor for transmittal to the City Council, the updated Training Annex to the Emergency Operations Master Plan and Procedures (Master Plan).

Executive Summary

The Emergency Operations Organization (EOO) has long supported a comprehensive emergency preparedness exercise program. Exercises have been cooperatively developed, conducted and evaluated with After Action Reports forwarded to the Mayor and City Council. Increased funding from the Department of Homeland Security has increased the number of exercises being planned and conducted by many City departments.

To more effectively plan for, develop and support exercises, the Emergency Management Committee Training Subcommittee was asked to review the Master Plan Training Annex. It is recommended the Master Plan Training Annex, Section G, be amended to include a process by which all exercises and major training activities can be tracked and calendared. This tracking will alleviate duplication of efforts and will enhance ongoing planning efforts. It will also provide a mechanism for the City to update its Three Year Exercise program which is required by the Department of Homeland Security.

The amendment to Master Plan Training Annex will direct the Emergency Management Committee Training Subcommittee to collect, track and post major emergency management-related training and exercises involving multiple departments or those requiring Citywide coordination. This information will then be shared with all City departments to allow them to more effectively plan future exercises. The update to the Annex was completed in January 2005 and was approved by the Emergency Management Committee at its March 2, 2005 meeting.

If approved, amended Master Plan Training Annex will be forwarded to the Mayor for approval and transmittal to the City Council.

Attachments

CITY OF LOS ANGELES

INTER-DEPARTMENTAL CORRESPONDENCE

Date: February 11, 2005

To: Anna Burton, Chair
Emergency Management Committee

From: Carol Parks, Chair
Training Subcommittee

Subject: **EMERGENCY OPERATIONS ORGANIZATION (EOO) TRAINING AND EXERCISES**

RECOMMENDATION

That the Emergency Management Committee approve the attached addendum to the Training Annex of the City's Emergency Operations Master Plan and Procedures (Master Plan) as recommended by the Training Subcommittee, and forward to the Emergency Operations Board for approval.

SUMMARY

The EOO recognizes the importance and need to further enhance the City's level of preparedness by promoting intra-departmental, interdepartmental and Citywide training and exercises. Since the events of September 11 and with the availability of homeland security grant funding, interest in conducting training courses and exercises continues to increase at all levels of government, including outside agencies and the private sector.

To more effectively evaluate how City resources are being used, identify potential gaps and coordinate among City departments and other agencies, there is a need to develop procedures for collecting and tracking emergency management-related City training programs and exercises. This includes the City's participation in the newly required three-year Los Angeles Urban Area Exercise Plan (2005-2007). This plan is required of all recipients of homeland security grant funds.

BACKGROUND

The City's Emergency Operations Master Plan and Procedures (Master Plan) Training Annex addresses multiple types of training and exercises requirements. Three categories are identified: intra-departmental, interdepartmental and Citywide. Intra-departmental (internal to the department) drills and exercises provide management/support an opportunity to evaluate the effectiveness of departmental plans, procedures and training. Interdepartmental (multiple departments/bureaus) training continues to be an essential element of the Emergency Operations Center (EOC). These exercises are usually in the form of a tabletop, functional or full-scale exercise. Citywide exercises are designed to improve coordination, clarify roles, improve individual performance, identify planning/training weaknesses and resource gaps. Annually, as required by City Council Motion, the EOO conducts at least one Citywide exercise based on a natural or technological hazard scenario.

Additionally, City personnel participate in the annual Los Angeles County Operational Area exercise by testing inter-agency coordination and mutual aid functions within the County.

Attachment

Addition of the following new section to the Training Annex:

SECTION - G PROCEDURES FOR THE EOO MASTER CALENDAR OF TRAINING AND EXERCISES

Training and exercises are valuable learning tools to enhance the City's level of operational readiness for any disaster. Intra-departmental training programs and exercises should be used to support interdepartmental and Citywide emergency preparedness efforts. Each January, every General Manager shall submit a report covering emergency planning, training and exercise activities for the previous year to the General Manager of the Emergency Preparedness Department (EPD) (EP 1). The EPD General Manager in turn reports this information to the Office of the Mayor.

**The Emergency Management Committee (EMC) Training Subcommittee will track and post major emergency management-related training and exercises involving multiple departments or Citywide coordination and post the dates of such on an EOO Intranet website.*

To track this information, the lead or coordinating department must notify the EMC Training Subcommittee of any emergency management-related interdepartmental or Citywide training program or exercise at its inception. Notification must be made using the attached form. (Note: Submission of this form does not preclude coordination with all other departments expected to participate in this event.) The Subcommittee will review all submitted forms at its monthly meeting. After review, training programs and exercises that do not conflict with previously scheduled activities or other major events of the EOO, will be posted to the EOO Intranet site (to be available first quarter 2005). Until such time, this information will be distributed via e-mail to the EMC Subcommittee Members. If the EMC Training Subcommittee identifies conflicting dates or duplicate events, the lead department will be contacted and asked to reevaluate their plans.

The Training Subcommittee will compile a yearly calendar and post entries as they become available. Entries will be limited to major emergency management-related interdepartmental and Citywide training programs and exercises. Examples of training programs to be listed are the Annual Emergency Management Workshop, EOO sponsored training courses, Office of Domestic Preparedness (ODP) sponsored training courses using homeland security grant funds, etc. Examples of exercises are the annual Citywide emergency management exercise, BEC-coordinated twice annual or multi-building drills, and any exercise that includes a major media component. If the Los Angeles County Operational Area and/or an outside agency hosts an exercise that involves major City resources or includes at a minimum a level one activation of the Emergency Operations Center (EOC), it will also be included on the master calendar.

EPD will coordinate the posting of activities on the master calendar.

**Italicized text is the proposed addition to the Training Annex.*

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: May 9, 2005

To: William J. Bratton, Chair
Emergency Operations Board

Emergency Operations Board Members

From: Anna Burton, Executive Assistant
Emergency Operations Board

Subject: **AFTER ACTION REPORT FOR OPERATION ROLLING SHOW**

Recommendation

That the Emergency Operations Board, as recommended by the Emergency Management Committee, approve and forward to the Mayor for transmittal to the City Council, the After Action Report for Operation Rolling Show.

Executive Summary

On January 26, 2005, the City of Los Angeles Emergency Operations Organization (EOO), in cooperation with the Los Angeles County Department of Health Services hosted a bioterrorism tabletop exercise. Participants from the City of Los Angeles, County of Los Angeles, and all cities in the Los Angeles Urban Area (LAUA) were invited to attend. More than 250 participated in the presentation and exercise scenarios. In conjunction with the EOO and the Department of Health Services, the UCLA Center for Public Health and Disaster delivered the introductory lecture and designed, hosted and evaluated the tabletop exercise.

The day-long exercise began with an overview of bioterrorism detection and identification lecture reviewing possible bioterrorism agents and an overview of the role of the public health in disaster response. The presentation was followed by the scenario which involved a covert, unannounced release of an aerosolized anthrax in an indoor arena located in downtown Los Angeles. Exercise play consisted of three linked and developing scenarios and a included a range of questions for participants to discuss. The objectives of the exercise were to bring together key personnel from cities within the LAUA as well as other local, state and federal agencies, foster intra- and inter-agency relations and to stimulate coordination and collaboration, identify policy strengths, weaknesses, and gaps through participant discussion and problem-solving, inform participants about bioterrorism and public health issues, and to raise further questions pertaining to bioterrorism that agencies should consider and address in the future.

The exercise was successful in showing that a bioterrorism event would be very different from the events for which most jurisdictions and agencies prepare. As a result, participants understand that a great deal of questions have yet to be answered and planning must be initiated or continued with all of the involved and responding agencies and departments.

If approved, this report will be forwarded to the Mayor for transmittal to the City Council as an information item.

Attachment

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: May 9, 2005

To: William J. Bratton, Chair
Emergency Operations Board

Emergency Operations Board Members

From: Anna Burton, Executive Assistant
Emergency Operations Board

Subject: **OPERATION: L.A. BOUND MULTI AGENCY TABLETOP EXERCISE AFTER ACTION REPORT**

Recommendation

That the Emergency Operations Board, as recommended by the Emergency Management Committee, approve and forward to the Mayor for transmittal to the City Council, the Operation: L.A. Bound Multi Agency Tabletop Exercise After Action Report.

Executive Summary

At its October 2004, Emergency Operations Organization (EOO) Annual Emergency Management Workshop, the Executive Workshop discussed the threat of an aircraft en route to Los Angeles being taken over by terrorists and the resulting local and federal emergency response. It was recommended that an exercise be conducted in the City to discuss this scenario in more detail.

To meet this request, the Office of the Mayor, Los Angeles Police (LAPD) and Fire (LAFD) Departments, Los Angeles World Airports (LAWA) and Emergency Preparedness Department (EPD) cooperatively developed a tabletop exercise entitled Operation: L.A. Bound. This exercise, hosted by LAWA, was conducted on November 30, 2004. Participants included LAWA, LAFD, LAPD, EPD, the Transportation Security Agency, North American Aerospace Defense Command / Western Air Defense Sector, the Federal Bureau of Investigation, United States Customs and Border Protection, United States Immigration and Custom Enforcement, California Highway Patrol, and the Los Angeles County Sheriff's Department. The scenario involved an aircraft on its way to Los Angeles from an overseas port that initiates a distress call. Participant play included four hours of discussion and review of agencies' protocols, verification of emergency and threat situations, dissemination of information between federal, state, county and local agencies and communications requirements of all involved agencies.

Due to the nature and public safety sensitivity of the information discussed, the detailed After Action Report developed by LAWA will not be released. Any department wanting a more detailed summary should contact Anna Burton at 213-978-0528.

If approved, this report will be forwarded to the Mayor for transmittal to the City Council as an information item.

Attachment

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: April 25, 2005

To: Emergency Management Committee Members

From: Anna M. Burton, Chair
Emergency Management Committee

Subject: **OPERATION: L.A. BOUND MULTI AGENCY TABLETOP EXERCISE
AFTER ACTION REPORT**

In October 2004, the City of Los Angeles Emergency Operations Organization (EOO) held its Annual Emergency Management Workshop at the UCLA Conference Center. During the Executive Workshop session held Thursday, October 21, 2004, the Office of the Mayor, general managers and executive management from several City departments and outside agencies discussed the threat of an aircraft en route to Los Angeles being taken over by terrorists and resulting local and federal emergency response. It was recommended that an exercise be conducted in the City to discuss this scenario in more detail.

To meet this request, the Office of the Mayor, Los Angeles Police (LAPD) and Fire (LAFD) Departments, Los Angeles World Airports (LAWA) and Emergency Preparedness Department (EPD) cooperatively developed a tabletop exercise entitled Operation: L.A. Bound. This exercise, hosted by LAWA, was conducted on November 30, 2004. Participants included LAWA, LAFD, LAPD, EPD, the Transportation Security Agency, North American Aerospace Defense Command / Western Air Defense Sector, the Federal Bureau of Investigation, United States Customs and Border Protection, United States Immigration and Custom Enforcement, California Highway Patrol, and the Los Angeles County Sheriff's Department.

Participants were asked to take a leadership role for their organization and were asked to be candid in their responses and related agencies' emergency responses. The scenario involved an aircraft on its way to Los Angeles from an overseas port that initiates a distress call. Participant play included verification of emergency and threat situations, dissemination of information between federal, state, county and local agencies and communications requirements of all involved agencies.

The exercise included four hours of discussion and review of agencies' protocols. After the exercise, the LAWA Communication Director provided a tour of the facility. Recommendations from the exercise included increased notification to City departments, and more inter-departmental and inter-agency training.

Due to the nature and public safety sensitivity of the information discussed, the detailed After Action Report developed by LAWA will not be released. Any department wanting a more detailed summary should contact Anna Burton at 213-978-0528.

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: May 9, 2005

To: William J. Bratton, Chair
Emergency Operations Board

Emergency Operations Board Members

From: Anna Burton, Executive Assistant
Emergency Operations Board

Subject: **UNIFIED COMMAND POST EXERCISE AFTER ACTION REPORT**

Recommendation

That the Emergency Operations Board, as recommended by the Emergency Management Committee, approve and forward to the Mayor for transmittal to the City Council, the Unified Command Post Exercise After Action Report.

Executive Summary

In June 2003, the City of Los Angeles accepted FY 03 State Homeland Security Grant - Part One, which included \$686,282 to plan and conduct terrorist related exercises (CF 02-0283-S2). The Los Angeles Police (LAPD) and Fire Departments (LAFD) requested part of these funds be used to support a Unified Command Post course. In cooperation with the LAPD and LAFD, the Emergency Preparedness Department (EPD), contracted with the California Specialized Training Institute (CSTI), to develop a Unified Command Post course designed specifically to address a weapon of mass destruction event in the City of Los Angeles. The target audience were personnel from the LAPD and LAFD who would be incident commanders during an emergency response. The primary goal of the exercise was to provide participants a better understanding of a Unified Command Post (UCP).

The two-day course was conducted on nine separate occasions from September 2004 through March 2005. It consisted of a one-day overview and classroom instruction with a second day of field exercise using lessons learned from day one. Instruction was a combined effort from CSTI, LAFD and LAPD. Total attendance was 313 which included representatives from the LAPD, LAFD, the Departments of Airports, Building and Safety, General Services, Harbor, Personnel, Public Works and Water and Power. Non-City attendees included the Los Angeles School Police, Railroad Police, the Cities of Alhambra, Beverly Hills, Culver City, El Segundo, and Long Beach, the United States Coast Guard, U.S. Homeland Security, Customs, Transportation Services Authority, and the Federal Bureau of Investigation.

The grant supporting this course was given an extension until November 2005. Staff are working with CSTI and City departments to extend the course and identify appropriate attendees from the Los Angeles Urban Area.

If approved, this report will be forwarded to the Mayor for transmittal to the City Council as an information item.

Attachment

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: April 25, 2005

To: Emergency Management Committee Members

From: Anna M. Burton, Chair
Emergency Management Committee

Subject: **UNIFIED COMMAND POST EXERCISE AFTER ACTION REPORT**

In June 2003, the City of Los Angeles accepted FY 03 State Homeland Security Grant - Part One, which included \$686,282 to plan and conduct terrorist related exercises (CF 02-0283-S2). The Los Angeles Police (LAPD) and Fire Departments (LAFD) requested part of these funds be used to support a Unified Command Post course. This request was included within the City's line item allocation for these funds.

In cooperation with the LAPD and LAFD, the Emergency Preparedness Department (EPD), contracted with the California Specialized Training Institute (CSTI), to develop an exercise / planning course designed specifically to address a weapon of mass destruction event in the City of Los Angeles. The target audience were personnel from the LAPD and LAFD who would be incident commanders during an emergency response. The primary goal of the exercise was to provide participants a better understanding of a Unified Command Post (UCP).

The two-day course was conducted on nine separate occasions from September 2004 through March 2005. It consisted of a one-day overview and classroom instruction with a second day of field exercise using lessons learned from day one. Instruction was a combined effort from CSTI, LAFD and LAPD. Total attendance was 313 which included representatives from the LAPD, LAFD, the Departments of Airports, General Services, Harbor, Personnel, Public Works and Water and Power. Non-City attendees included the Los Angeles School Police, Railroad Police, the Cities of Alhambra, Beverly Hills, Culver City, El Segundo, and Long Beach, the United States Coast Guard, U.S. Homeland Security, Customs, Transportation Services Authority, and the Federal Bureau of Investigation.

Participant critiques included requests for advanced information reading, closer geographical grouping of attendees, and advanced pre-exercise training. Participants and instructors agreed that one of the leading benefits of this course was building of inter-agency relationships.

The grant supporting this course was given an extension until November 2005. Staff are working with CSTI and City departments to extend the course and identify appropriate attendees from the Los Angeles Urban Area.

Attachment - After-Action Report: City of Los Angeles Unified Command Training - September 20, 2004 to March 24, 2005.

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: May 9, 2005

To: William J. Bratton, Chair
Emergency Operations Board

Emergency Operations Board Members

From: Anna Burton, Executive Assistant
Emergency Operations Board

Subject: **PROPOSED ORDINANCES REFLECTING AMENDMENTS TO THE LOS ANGELES ADMINISTRATIVE CODE**

Recommendation

That the Emergency Operations Board, as recommended by the Office of the City Attorney, approve and forward to the Mayor for transmittal to the City Council, the proposed Administrative Code amendments to transfer responsibility for the “communications” function for purposes of the Emergency Operations Organization (EOO) from the General Services Division to the Information Technology Division, and adding provisions established in the Information Technology Division, and defining its responsibilities as part of the EOO.

Executive Summary

The Communications function for local emergencies was transferred from the Department of General Services to the Information Technology Agency (ITA) in 1995. However the City of Los Angeles Administrative Code was never amended to reflect the changes.

After review of the appropriate sections with the Emergency Preparedness Department, the Department of General Services and the Information Technology Agency, the Office of the City Attorney forwarded for Emergency Operations Board approval, the attached proposed changes to the City of Los Angeles Administrative Code. Proposed changes reflecting amendments to the Los Angeles Administrative Code are sections 8.50, 8.56, 8.56.2, and 8.56.3, and the addition of Section 8.71.1, establishing the Information technology Division as part of the Emergency Operations Organization, and setting forth its responsibilities as such.

If approved, this report will be forwarded to the Mayor for transmittal to the City Council.

Attachment