

AGENDA
EMERGENCY OPERATIONS BOARD
Monday, September 17, 2007, 1:30 p.m.
EOB Room, P4 Level, City Hall East

I. Declaration of Quorum; Introductions; Approval of Minutes

II. Action Items

A. 2008 Citywide Emergency Operations Organization Exercise Theme – Chris Ipsen

Recommendation

That the Emergency Operations Board, as recommended by the Emergency Management Committee, approve the scenario of the 2008 Citywide Emergency Operations Organization exercise as being an airplane crash.

B. Activation of the Emergency Operations Center as part of the November 2007 Operational Area Tsunami Exercise – Chris Ipsen

Recommendation

That the Emergency Operations Board, as recommended by the Emergency Management Committee, approve activation of the City of Los Angeles Emergency Operations Center as part of the November 2007 Operational Area tsunami exercise: November 1, Level 3; November 8, Level 3; and, November 15, Level 2.

C. 2007 Emergency Management Workshop Theme – Rob Freeman

Recommendation

That the Emergency Operations Board, as recommended by the Emergency Preparedness Department and Office of the Mayor, approve “Applying Lessons Learned” as the primary theme of the 2007 Emergency Management Workshop.

D. Emergency Operations Fund Request for Available Funding – Anna Burton

Recommendation

That the Emergency Operations Board, as recommended by the Emergency Preparedness Department, approve the expenditure of up to \$15,000 to contract with a private company to update the City’s ReadyLA webpage.

E. Extreme Weather Emergency Plan – Ellis Stanley

Recommendation

That the Emergency Operations Board, as recommended by the Emergency Preparedness Department, direct all appropriate Emergency Operations Organization member departments support the development of a City Extreme Heat and Cold Emergency Plan and recommend the immediate update of the existing Storm Annex.

III. Information Items

- A.** Departmental Emergency Plan Review Specific to NIMS Compliance - Rob Freeman
- B.** 2007 Emergency Management Workshop – Rob Freeman
- C.** Emergency Operations Organization Training for Assistant General Managers – Anna Burton
- D.** Statewide 2008 Golden Guardian Exercise – Brigadier General Jack Hagan
- E.** Earthquake and Megacities Initiative – Ellis Stanley
- F.** American Red Cross Communications Support – Duncan Angami
- G.** August 1, 2007 Bridge Collapse in Minneapolis – Michael Hillmann
- H.** 16th Annual Emergency Preparedness Fair Update – Carol Parks
- I.** Homeland Security Grants – Laura Shin
- J.** New Emergency Operations Center (Prop Q) – Rob Freeman
- K.** 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/epdeooeob1.htm>.

If you would like to be added to the EOB email distribution list, please send an email to wendy.hwang@lacity.org or contact Wendy Hwang at (213) 978-0544.

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: September 6, 2007

To: William J. Bratton, Chair
Emergency Operations Board

Emergency Operations Board Members

From: Anna Burton, Executive Assistant
Emergency Operations Board

Subject: **2008 CITYWIDE EMERGENCY OPERATIONS ORGANIZATION EXERICSE THEME**

Recommendation

That the Emergency Operations Board, as recommended by the Emergency Management Committee, approve the scenario of the 2008 Citywide Emergency Operations Organization exercise as being an airplane crash.

Executive Summary

For many years, the City has conducted a full-scale, citywide exercise to test our emergency response plans and capabilities. Following the 1994 Northridge earthquake, the scenario was built upon a simulated earthquake. However, after the September 11, 2001, terrorist attacks, the Emergency Operations Organization (EOO) added a variety of scenarios based upon terrorist type events. These have included building evacuations, testing of communications systems, public health emergencies, and other types of events. This intermingling of scenarios, emphasizing the different elements of disaster response, mitigation and recovery, have all helped the EOO better prepare for our next disaster.

There are several exercises currently under development. The City will participate in the November 2007, Operational Area/County wide exercise based upon a tsunami event. We are working with the Governor's Office of Emergency Services and many other state and local agencies, to coordinate our role in the state wide, November 2008 Golden Guardian Exercise. This exercise will be based upon a large earthquake scenario on the San Andreas Fault. We will use this scenario as a tabletop exercise as part of our 2007 Emergency Management Workshop.

We recommend the use of an airplane crash as the scenario for the EOO, citywide exercise in January 2008. At this time, we recommend this exercise be a tabletop exercise. The date, times and coordination are still to be determined.

With your approval, the Emergency Management Committee, Training Subcommittee will begin working with all EOO agencies and organizations to draft this exercise.

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: September 7, 2007

To: William J. Bratton, Chair
Emergency Operations Board

Emergency Operations Board Members

From: Anna Burton, Executive Assistant
Emergency Operations Board

Subject: **ACTIVATION OF THE EMERGENCY OPERATIONS CENTER AS PART OF THE
NOVEMBER 2007 OPERATIONAL AREA TSUNAMI EXERCISE**

Recommendation

That the Emergency Operations Board, as recommended by the Emergency Management Committee, approve activation of the City of Los Angeles Emergency Operations Center as part of the November 2007 Operational Area tsunami exercise: November 1, Level 3; November 8, Level 3; and, November 15, Level 2.

Executive Summary

In November 2007, the County of Los Angeles will conduct its 2007 Operational Area exercise. This exercise will be based upon a tsunami event. The County has designed this exercise to include a 24-hour time period. To accomplish Emergency Operations Center (EOC) staffing and response objectives, they have broken the day into three (3), eight (8) hour shifts, simulating 24 hours of continuous activity. These shifts will occur on November 1, 8 and 15, 2007.

A major component of the City's participation in this exercise will be the activation of the EOC on the dates mentioned above. The Emergency Management Committee recommends our EOC be activated on November 1 at a Level 3, on November 8, at a Level 3, and on November 15, at a Level 2. This activation requires a staffing commitment of many City departments. This staffing and participation will allow the City to test its Tsunami Annex. However, it does not involve overtime. EOC management will consist of the Fire and Police Department.

The Emergency Operations Fund will provide morning refreshments and lunch for EOC responders.

At this time, the City will not have any field components involved in this exercise.

With your approval, the Emergency Preparedness Department will work with the County of Los Angeles exercise design team to confirm our participation.

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: September 7, 2007

To: William J. Bratton, Chair
Emergency Operations Board

Emergency Operations Board Members

From: Anna Burton, Executive Assistant
Emergency Operations Board

Subject: **2007 EMERGENCY MANAGEMENT WORKSHOP**

Recommendation

That the Emergency Operations Board, as recommended by the Emergency Preparedness Department and Office of the Mayor, approve "Applying Lessons Learned" as the primary theme of the 2007 Emergency Management Workshop.

Executive Summary

Two years after Hurricanes Katrina and Rita and six years after the tragedy of September 11, 2001, the City and Emergency Operations Organization (EOO) continues to review its capabilities and resources necessary to respond to and now more than ever, recover from a catastrophic event.

At our 2007 Emergency Management Workshop, City managers will be asked to focus on assessing our ability to recover from a catastrophic disaster. To meet this objective, the Emergency Preparedness Department (EPD), in coordination with the Office of the Mayor, recommend the overall theme be "Applying Lessons Learned." During the workshop, participants will be given an overview of the status of recommendations from the 2006 Workshop and a review of lessons learned from Hurricane Katrina through first responder presentations. Sessions will also include the Griffith Park Wildland Recovery efforts and information related to employee welfare. Additionally, a tabletop exercise will be presented to generate policy discussion related to a San Andreas based earthquake.

If approved, EPD will continue to work with the Office of the Mayor and, as appropriate, EOO departments, to finalize the agenda and workshop material.

Attached for your review are the draft workshop agenda. We welcome any comments and questions.

Attachment

CITY OF LOS ANGELES 2007 EMERGENCY MANAGEMENT WORKSHOP AGENDA

Applying Lessons Learned

UCLA Conference Center, Lake Arrowhead, California

Tuesday, October 16	Wednesday, October 17	Thursday, October 18	Friday, October 19
	<p>8:00 a.m. Breakfast</p> <p>9:00 a.m. Plenary Session #3 Opening Remarks Goals and Objectives for the EOO Deputy Mayor Arif Alikhan</p> <p>9:30 a.m. Plenary Session #4 Recovering From a Catastrophic Earthquake in Southern California Rich Bernknopf, USGS</p> <p>10:15 a.m. Break</p> <p>10:30 a.m. Plenary Session #5 Griffith Park Wildland Fire Recovery Paul Davis, Recreation and Parks</p> <p>11:15 a.m. Plenary Session #6 Debris Removal and Management Hurricane Katrina Recovery Brenda Hunnemiller Disaster Management Area Coordinator</p> <p>12:00 noon Lunch</p>	<p>8:00 a.m. Breakfast</p> <p>9:00 a.m. Plenary Session #8 Critical Infrastructure Recovery Robert Hecker, Chief of Police Port of New Orleans Harbor PD</p> <p>9:45 a.m. Plenary Session #9 Recovering from a Catastrophic Event The Gulfport Perspective Brent Warr, Mayor of Gulfport, MI</p> <p>10:30 a.m. Break</p> <p>10:45 a.m. Plenary Session #10 Financial Recovery Joya De Foor, Treasurer Karen Sisson, CAO Rushmore Cervantes, Controller's Office</p> <p>11:30 a.m. Plenary Session #11 Employee Welfare & Preparedness Richard Wuerth, GSD Stacy Gerlich, LAFD</p> <p>12:00 noon Lunch</p>	<p>8:00 a.m. Breakfast</p> <p>9:00 a.m. Keynote Address - Antonio Villaraigosa, Mayor</p> <p>9:30 a.m. Plenary Session #12 Lee Baca, County of Los Angeles Henry Renteria, State OES Matthew Bettenhausen, State OHS</p> <p>Plenary Session #13 FEMA Perspective on Recovery Nancy Ward, FEMA Region IX</p> <p>11:00 a.m. Closing Remarks - Ellis Stanley, EPD</p> <p>11:30 a.m. Adjourn / Check-out</p> <p>12:00 noon Lunch</p>
	<p>1:30 p.m. Plenary Session #7 NIMS Compliance - City Department Emergency Plan Review Project Briefing Kathryn Humphrey, ICF International</p> <p>2:00 p.m. Discussion Groups Executive Work Group AGM Work Group Departmental Emergency Plan Review Groups</p> <p>4:00 p.m. Arrival & Check-in</p> <p>5:30 p.m. Social Hour</p> <p>6:30 p.m. Dinner</p>	<p>1:30 PM Table Top Exercise</p> <p>5:30 p.m. Social Hour</p> <p>6:30 p.m. Dinner</p>	
<p>8:00 PM Plenary Session #1 Workshop Welcome/Orientation - Ellis Stanley, EPD</p> <p>8:30 PM Plenary Session #2 Implementation of Arrowhead 08 Recommendations - Ellis Stanley, EPD</p>	<p>8:00 p.m. Networking in the Iris Room</p>	<p>8:00 p.m. Networking in the Iris Room</p>	

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: September 10, 2007

To: William J. Bratton, Chair
Emergency Operations Board

Emergency Operations Board Members

From: Anna Burton, Executive Assistant
Emergency Operations Board

Subject: **EMERGENCY OPERATIONS FUND REQUEST FOR AVAILABLE FUNDING**

Recommendation

That the Emergency Operations Board, as recommended by the Emergency Preparedness Department, approve the expenditure of up to \$15,000 to contract with a private company to update the City's ReadyLA webpage.

Executive Summary

In 2003, the Emergency Preparedness Department (EPD) began work to coordinate the development of a public education DVD and related public use website. The development of these tools was funded through an Urban Area Security Initiative grant project. EPD worked with our Community Preparedness Subcommittee made up of City and County public outreach specialists, non-profit agencies across the region and local media and marketing representatives to develop a strategy of what to include and how to create new tools that would best prepare our communities for disaster. Unfortunately, after the DVD was created, funding was no longer available to finalize the public website.

In 2006, the template of the website was expanded using volunteers from the Office of the Mayor and the Los Angeles Fire Department. The website, www.readyla.com, was meant to be aligned with other federal, state and local websites, who collectively, would send a unified preparedness message. To date, this City's ReadyLA website is ineffective and does not meet the needs of the City.

To upgrade this website and ensure the City of Los Angeles has a public education ReadyLA website, EPD recommends the use of a private company who specializes in website creation and maintenance. EPD does not have any systems staff and therefore cannot support this need from within. The Information Technology Agency supports the Emergency Operations Center needs and a variety of daily staff needs through the direct assignment of ITA systems personnel. This group focuses on the systems requirements and EOC and does not have the time or technical expertise of being a webmaster. To ask ITA to make this a new assignment of these staff would detract for our EOC capability.

This site will only replace the public www.ReadyLA.com website. The Emergency Operations Organization intranet website that houses internal City related and business information will remain the same. Additionally, use and linkages to www.updatela.com will remain the same.

EPD has received three quotes from companies within the Los Angeles area. In cooperation with the Office of the City Attorney, EPD will select a company who can upgrade our existing site and provide ongoing website maintenance. The terms of the contract will be determined on allowable funding. If approved, EPD will complete a competitive selection that meets City contract requirements.

If approved, the Emergency Operations Fund will provide up to \$15,000. Sufficient Emergency Operations Fund monies are available.

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: September 10, 2007

To: William J. Bratton, Chair
Emergency Operations Board

Emergency Operations Board Members

From: Anna Burton, Executive Assistant
Emergency Operations Board

Subject: **EXREME WEATHER EMERGENCY PLAN**

Recommendation

That the Emergency Operations Board, as recommended by the Emergency Preparedness Department, direct all appropriate Emergency Operations Organization member departments support the development of a City Extreme Heat and Cold Emergency Plan and recommend the immediate update of the existing Storm Annex.

Executive Summary

During the past year, as a result of either extreme hot or cold weather situations, the Emergency Operations Organization (EOO) has been tasked with opening shelters for the public. Through coordination of the Emergency Preparedness, Fire, Library and Police Departments, the Departments of Aging, Animal Services, Disability, Recreation and Parks, and Water and Power, the Information Technology Agency, the Office of the Mayor and others, senior centers and libraries were opened and/or offered extended hours for the public as cooling or warming centers.

On September 5, 2007, the Mayor directed the Emergency Operations Board (EOB) to immediately, with the cooperation of all involved EOO departments, initiate a review and update the City's Heat Annex (last revised 2001). This update will include revising the plan to include response functions in either a heat or cold weather scenario. The Mayor included direction to incorporate the current Storm Annex into the new extreme weather plan. Through a series of discussions with those agencies involved in the use of either an Extreme Heat and Cold Emergency Plan or a Storm Annex, it is recommended that the City's Storm Annex remain a stand alone plan and should retain its focus on response and recovery from a significant storm scenario (e.g. El Nino, rainstorms of December 2005).

During the past year, EPD has been working with the County of Los Angeles to revise heat plans to include both extreme hot and cold weather situations. A draft of this new plan will be used as the template to meet the Mayor's direction. A Task Force meeting will be held on September 13 to collectively review the new plan and request input from all departments. Once revised, this new Extreme Heat and Cold Emergency Plan will be presented during the 2007 Emergency Management Workshop for comment and policy discussion.

EPD has also begun the review and update of the City Storm Annex. This revision was included as a project for completion in our 2006 Emergency Management Workshop. The deadline for completion will be moved from 2009 to December 2007. Support from all involved City departments will be key to meet this deadline.

If approved, EPD will forward this recommendation to the Office of Mayor for approval. All updates to EOO plans will continue to come through the EOB for final approval.

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: September 7, 2007

To: William J. Bratton, Chair
Emergency Operations Board

Emergency Operations Board Members

From: Ellis Stanley, General Manager
Emergency Preparedness Department

Subject: **EMERGENCY OPERATIONS ORGANIZATION TRAINING FOR ASSISTANT GENERAL MANAGERS**

The City of Los Angeles continues to provide the highest level of professional training for its elected officials, departmental executive management and field responders. One of our most successful training opportunities, nationally recognized as a model, is our annual Emergency Management Workshop.

For more than twenty years the City of Los Angeles has conducted this workshop bringing together executive management from major City and outside response agencies to focus on key emergency management and homeland security issues. The workshop provides top managers with a unique opportunity to learn from and collaborate with one another away from the day-to-day distractions of the City office environment.

In an effort to better prepare the executives that are invited to this workshop, the Emergency Preparedness Department (EPD), with the support of the Los Angeles Fire and Police Departments, is conducting a pre- Emergency Management Workshop training session for all City Assistant General Managers (AGM). This training will provide AGM level staff with an overview of the Emergency Operations Organization (EOO), an understanding the Emergency Operations Center, and the information necessary to understand the roles and responsibilities of those departments who will lead our key response and recovery functions in times of disaster. We will provide specific focus to those departments who Chair the various EOO Divisions. Management from EPD, LAPD and LAFD will conduct this training.

AGMs will be expected to use this information to prepare their executive management for the workshop as well as assist in the key functions necessary for the City to respond to and recover from our next disaster.

In coordination with LAFD and LAPD, EPD will distribute the time and date of this training. I ask that all City departments support this valuable training opportunity.

EMS:ab