

AGENDA
EMERGENCY OPERATIONS BOARD
Monday, January 28, 2008, 1:30 p.m.
EOB Room, P4 Level, City Hall East

I. Declaration of Quorum; Introductions; Approval of Minutes

II. Action Items

A. 2007 City of Los Angeles Emergency Preparedness Fair After Action Report – Carol Parks

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 Emergency Preparedness Department 2007 City of Los Angeles Emergency Preparedness Fair After Action Report.

B. The Oaks Brush Fire Evacuation Exercise After Action Report – 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 Oaks Brush Fire Evacuation Exercise After-Action Report.

C. Approval of Tsunami Response Plan Annex – Larry Meyerhofer

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 City of Los Angeles Tsunami Response Plan Annex.

D. Approval of Extreme Heat and Cold Emergency Plan – Steve Dargan

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 City of Los Angeles Extreme Heat and Cold Emergency Plan.

E. 2007 Southern California Wild Land Fires Emergency Operations Center Activation After Action / Corrective Action Report – Rob Freeman

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 2007 Southern California Wild Land Fires EOC Activation After Action / corrective Action Report.

F. Continuation of Agreement Between City of Los Angeles and NC4

Recommendation

That the Emergency Operations Board, as recommended by the Emergency Management Department, approve the expenditure of \$24,600 from available Emergency Operations Funds to extend the agreement between the City of Los Angeles and NC4, the National Center for Crisis and Continuity Coordination.

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

Recommendation

That the Emergency Operations Board, as recommended by the Emergency Management Department, approve the expenditure of up to \$30,000 from available Emergency Operations Funds for two training workshops: Event Planning; and, MAP Apollo 13.

III. Information Items

- H.** New Emergency Operations Center (Prop Q) – Rob Freeman
- I.** Departmental Emergency Plan Review Specific to NIMS Compliance – Rob Freeman
- J.** Statewide 2008 Golden Guardian Exercise – Brigadier General Jack Hagan
- K.** January 2008 Rainstorm – James Featherstone
- L.** Emergency Operations Fund - Anna Burton
- M.** January 29 L.A. City Annual Exercise – Anna Burton
- N.** Emergency Management Department – Anna Burton
- O.** Homeland Security Grants – Laura Shin
- P.** 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: January 15, 2008

To: William J. Bratton, Chair
Emergency Operations Board

Emergency Operations Board Members

From: Anna Burton, Executive Assistant
Emergency Operations Board

Subject: **2007 CITY OF LOS ANGELES EMERGENCY PREPAREDNESS FAIR
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 Emergency Preparedness Department 2007 City of Los Angeles Emergency Preparedness Fair After Action Report.

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, cash and in-kind donations. The Emergency Preparedness Department will work with all involved agencies to address the recommended areas of improvement for the City's 2008 Fair.

Attachment

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: December 21, 2007

To: Anna M. Burton, Chair
Emergency Management Committee

From: Carol P. Parks, Chair
Emergency Preparedness Fair Subcommittee

Subject: **2007 CITY OF LOS ANGELES EMERGENCY PREPAREDNESS FAIR
AFTER ACTION REPORT**

Recommendation

That the Emergency Management Committee (EMC) approve the 2007 City of Los Angeles Emergency Preparedness Fair After Action Report and forward to the Emergency Operations Board for approval at its next regularly scheduled meeting.

Executive Summary

The 16th Annual Emergency Preparedness Fair was led by staff of the Emergency Preparedness Department, supported by the City's Emergency Operations Organization and outside agencies.

This year, the Fair was held at four locations across the City on September 8, 15, 20 and 29 in conjunction with National Preparedness Month. The locations included Dr. Martin L. King, Jr. Shopping Center in South Los Angeles, Westfield Fashion Square in Sherman Oaks, 7+FIG Plaza in Downtown Los Angeles, and Westchester Park in

The attached report itemizes Fair expenses, cash and in-kind donations. The Emergency Preparedness Department will work with all involved agencies to address the recommended areas of improvement for the City's 2007 Fair.

Attachment



**After Action Report
September 2007
16th Annual Emergency Preparedness Fair**



TABLE OF CONTENTS

Table of Contents.....	2
Executive Summary.....	3
Strengths.....	3
Areas for Improvement.....	3
Part 1: Event Overview.....	4
Event Name.....	4
Duration.....	4
Event Dates.....	4
Lead Agency.....	4
Type.....	4
Locations.....	4
Participating Organizations.....	5
Event Evaluation.....	6
Part 2: Analysis of Event & Recommendations.....	7
Strengths.....	7
Recommended Areas of Improvement.....	7
Part 3: Financial Analysis.....	8
Emergency Preparedness Fairs Summary of Expenditures and Income.....	9

EXECUTIVE SUMMARY

Homeland security preparedness involves a cycle of outreach, planning, capability development, training, exercising, actual responses to events both planned and unplanned, evaluation, and improvement. This After-Action Report (AAR) is intended to assist the City of Los Angeles Emergency Operations Organization (EOO) in striving for preparedness excellence by analyzing a planned outreach event - the 16th Annual Emergency Preparedness Fair, and achieving the following:

- Identifying strengths to be maintained and built upon
- Identifying potential areas for further improvement
- Recommending follow-up actions

The recommendations in this AAR should be viewed as suggestions for future Emergency Preparedness Fairs. In some cases, agencies may determine the benefits of implementation are insufficient to outweigh the costs. In other cases, agencies may identify alternative solutions that are more effective. Each agency should review the recommendations and determine the most appropriate action and time needed for implementation.

The City of Los Angeles conducted the 16th Annual Emergency Preparedness Fair in September, 2007. The event was carried out over four weeks in various locations throughout the City.

STRENGTHS

Key strengths identified during Fair planning through implementation include the following:

- Pre-planning efforts increase the success of the overall event. As this was an eight-month planning process, participating organizations had ample time to plan their response and participation in the four day event, resulting in few problems encountered during Fair days.
- Since emergency preparedness is a topic of much concern from the many communities in the City and has been highlighted in the media, the overall response from the community was tremendous. Residents who attended the events were eager and welcomed the opportunity to learn tips on preparedness.
- The effort made by all City departments as well as outside agencies, faith-based and community based organizations was overwhelming. Inter-agency coordination was excellent throughout the planning process and the actual events.

AREAS FOR IMPROVEMENT

Throughout the events, several opportunities for improvement in the EOO's ability to prepare for future Fairs were identified. Major recommendations include the following:

- Although the eight month planning period was sufficient to coordinate the logistics of the Fair, additional planning and preparation time ahead of the event dates would allow for more marketing and exposure through various media outlets. It would also increase the chances of obtaining additional corporate sponsorship.

- Continue to provide logistical event information for each event; however, information should be distributed several weeks prior to the Fair date. This will provide participants with enough time to respond appropriately or disseminate the information to other staff members resulting in a more even flow of overall event set-up and preparation.
- Coordinate give away of safety items so that items acquired by attendees can be utilized in an emergency type kit. Possibly consider spreading the cost of such items among all participating departments.
- Event Coordinators should continue to look at suggestions of new sites or venues. Fair locations in malls have produced the greatest turnout as there is a natural foot pattern with shoppers and indoor locations reduce the need for canopies and other costly rental equipment. However, consideration for large outdoor areas that can accommodate a display of heavy duty public safety equipment, should be made for at least one Fair date. This will also provide opportunities for communities that do not have malls to host the annual event. Additionally, consideration for venues that support acoustics should be made as some of the venues may not be conducive to interactive presentations due to venue rules regarding noise levels.

PART 1: EVENT OVERVIEW

EVENT NAME

City of Los Angeles 16th Annual Emergency Preparedness Fair

DURATION

Three Saturdays and one Thursday in September 2007

EVENT DATES

September 8, 15, 20, and 29

Lead Agency

Emergency Preparedness Department (EPD)

TYPE

Outreach events

LOCATIONS

West Los Angeles-Westchester Park, Sherman Oaks-Westfield Fashion Square, Central Los Angeles-7th + Fig Marketplace, South Los Angeles-Martin Luther King Jr. Shopping Center

PARTICIPATING ORGANIZATIONS

- The American Red Cross of Greater Los Angeles
- Department of Aging
- Department of Animal Services
- Bureau of Street Services

- California Department of Insurance
- Community Development Department
- Community Redevelopment Agency
- Controller's Office
- Council District Offices
- Cultural Affairs
- Department of Building & Safety
- Department on Disability
- Department of Environmental Affairs
- Department of Housing
- Department of Neighborhood Empowerment
- Department of Public Works
- Department Recreation and Parks
- Department of Transportation
- Department of Water and Power
- Emergency Preparedness Department
- Information Technology Agency
- Los Angeles Fire Department
- Los Angeles Police Department
- Los Angeles World Airports
- Los Angeles County Fire (HazMat)
- Los Angeles County Public Health
- Los Angeles County Department of Mental Health
- Los Angeles County Office of Emergency Management
- Lutheran Social Services of the Southwest
- Office of the Mayor
- Operation Hope
- Port of Los Angeles
- Ready America
- Southern California Earthquake Center
- Team Bank of America
- The Gas Company
- United American Indian Involvement
- Volunteer Center of Los Angeles
- 211 LA County

EVENT EVALUATION

As a part of the planning effort in preparing Los Angeles for disasters, the City of Los Angeles EOO coordinated the 16th Annual Emergency Preparedness Fair in September 2007 to educate Los Angeles residents on the importance of being prepared and provide them with basic tips and information.

The 16th Annual Emergency Preparedness Fair was led by staff of Emergency Preparedness Department and supported by other City departments and outside agencies. Planning and coordination efforts started several months before the event. Meetings were held regularly to discuss strategies, locations, marketing, logistics, staffing and other needed resources.

The Fairs were held over three Saturdays and one Thursday, from September 8th to September 29th, at various locations throughout the City. These locations were the Martin Luther King Jr. Shopping Center in South Los Angeles, Westfield Fashion Square in Sherman Oaks, 7th + Fig Marketplace in the Downtown area and Westchester Park in Westchester.

Much support from City departments, Council District Offices and the Mayor's Office was given to this year's event which resulted in our ability to increase attendance at the Fairs and provide some hospitality services to the participants. Mayor Antonio Villaraigosa attended the first Fair where he kicked off the raffle prize give away with words to the community regarding the importance of preparedness. Not only was this welcomed by the community, but also helped achieve a sense of unity among participating City departments.

During each Fair event, free sample emergency kits were given out to the first 300 households who pledged to learn more about preparedness at each location. Booths were set up by participating organizations which included City departments, Volunteer, Faith-based and Community-based organizations. Emergency preparedness information, tips, brochures as well as give-away items were handed out to attendees. Staff at the booths also answered questions and concerns and some surveys were administered in the attempt to derive more raw data about attendees and their circumstances. There were drawings for prizes consisting of corporate sponsor and EOO Department contributions; and the famous grand prize, a ride for two on the Goodyear Blimp.

The advertising efforts include DWP customer monthly billing inserts, Fair flyers, posters and press releases. Additionally, this was the first year in which a poster contest was created in the attempt to engage students in the idea of preparedness and provide them with an opportunity to win savings bonds, and ultimately, fostering preparedness within their after-school programs and families. The poster contest was a great success and truly appreciated by the many students who took the opportunity to use their creative abilities to illustrate an important topic. Together, these marketing tools helped create an enthusiastic response from the community.

Mall management executives and facility staff were very supportive of the event. They made every effort in providing us with facility support (in one case, additional tables), housekeeping

and parking that we needed. The booths were located throughout the mall areas where the would-be shoppers were passing by.

Attendees to this year's Fairs were positive about the information they received. At some of the Fair locations many who visited were also repeat visitors from previous years, however, some attendees who visited the Fair at the new locations were unfamiliar with the topic of preparedness and expressed their appreciation for considering their community's needs. On several occasions, at all locations, attendees requested information in bulk to distribute to their community groups, faith-based organizations and schools. Additionally, the consensus from participants was that more kits should be given away and additional Fairs should be coordinated throughout the City.

PART 2: ANALYSIS OF EVENT AND RECOMMENDATIONS

This section of the After-Action Report (AAR) provides an analysis of how well participants as a whole performed during the event and the areas for improvement for the future.

STRENGTHS

- This was pre-planned event. Many resources were already there and participating organizations have previous experience, hence there were few problems encountered during the actual event dates.
- Overall communication between the participating agencies was good and mutual support among agencies was strong before and during the event.
- The participating organizations/agencies worked well together, inter-agency cooperation was excellent. The obtaining and providing of resources was carried out smoothly, thus ensuring the success of the Fair.

RECOMMENDED AREAS OF IMPROVEMENT

A meeting was held after the event in which most of the participating agency representatives attended. Many suggestions were made on how to improve the Fair next year and they can be summarized as follows:

- Continue to start the planning/preparation phase months in advance. However, allow additional time to begin the corporate sponsor solicitation as many organizations need ample time in order to budget sponsorship.
- Consider to look at areas that have not hosted Fair dates. Identifying underserved communities and locating venues within those areas would provide much needed outreach.
- Expand advertising channels to include such as television, community newspapers (like LA Opinion and Spanish language papers) and radio stations. These media outlets should be explored and weighed for their costs and benefits. There was much interest from local newspapers regarding advertising this year's event, however, most offers to advertise were for a fee. If possible, plan to budget for advertising in local papers and solicit free advertising. This would supplement the flyers and posters that the City prints.

- Ask the Mayor’s Office for support early in the planning phase. Also, conduct a “Kick-off Event” with the Mayor and his press corps, EPD Management and representatives from the EOB.
- Consider adding booths for emergency supply/preparedness vendors when possible. It would be good to have more than two vendors if space allows as attendees often inquire about addresses of companies where they can obtain emergency supplies.
- Consider changing the give away items and increasing the number of give away at each event.
- Develop a passport/pledge card system to increase participation among attendees at agency booths and create a series of questions that booth staff can ask attendees to peak their interest and engage them in the topic of preparedness.
- Utilize volunteers to count for attendance or create a system to capture numbers of attendees in order to compare statistics and participation.
- Consider using a series of questions at the entrance to capture raw data such as zip codes. This information can help identify regions where the need for preparedness outreach is greatest.
- Position Fair set-up in malls in a manner that facilitates interest. Booths that sit too far away from each other may lead to attendees losing interest as they may become distracted.
- Arrange for a larger “kids area” to help children understand basic elements of preparedness and foster a fun or interesting atmosphere for them.
- Assign personnel to be dedicated Master of Ceremonies for the event. This would help maintain a festive atmosphere and provide information to attendees as necessary.
- Each event should have a plan for informational signage to advise attendees of specific information and line designation to reduce confusion among attendees.
- Consideration for venues that support acoustics should be made as some of the venues may not be conducive to interactive presentations due to venue rules regarding noise levels.
- Coordinate give away of safety items so that items acquired by attendees can be utilized in an emergency type kit. Possibly consider spreading the cost of such items among all participating departments.
- Poster Contest element of marketing logistics needs to be implemented in a more timely manner. Also, consider opening contest to more participants and utilizing additional corporate sponsorship to provide for more savings bonds.

PART 3: FINANCIAL ANALYSIS

The Emergency Preparedness Fair is an annually budgeted item of the City of Los Angeles Emergency Operations Fund. For FY ‘2007/08, the Fair was allocated funding at \$30,000. The table below details expenditures and donations (cash and in-kind). The cash donations of \$7,825.00 and in-kind donations valued at \$30,000, off-set expenditures for this month-long event.

REVISED COPY - 12/31/07

**Emergency Preparedness Fairs 2007
Summary of Expenditures and Income**

Item	Vendor	Cost
T-shirt printing (146 shirts)	Coastal Screen Print	\$ 641.64
2800 Anti-bacterial packers	Lee Wayne	\$ 906.00
1,000 high lighters	Lee Wayne	\$ 926.48
1,425 Band Aids	Lee Wayne	\$ 928.00
4,500 Rulers	Lee Wayne	\$ 934.87
1,500 Emergency Kits	Earthquake Management	\$11,641.38
Posters	City Publishing Services	\$ 219.18
Pledge Cards	City Publishing Services	\$ 18.80
Banners	City Publishing Services	\$ 421.09
Reception Invitations	City Publishing Services	\$ 356.07
Art Display for Bridge	City Publishing Services	\$ 640.68
Additional Posters	City Publishing Services	\$ 567.37
Balloons and Pencils	A to Z Enterprises	\$ 3,740.00
Ribbons	So. California Trophy Co.	\$ 200.26
Tents, generator, stage, etc.	AAA Rental	\$ 7,912.96
Balloon Décor	Design Street Studios	\$ 1,294.23
California Cuisine	Caterer for the Poster Contest Award	\$ 1,347.71
Petty Cash Reimbursements	Breakfast	\$ 358.23
	Various - supplies for fairs	<u>\$ 358.23</u>
	Total	\$33,054.95
Donations (Cash):		Amount
	LAWA	\$ 1,000.00
	BICEPP	1,625.00
	Bank of America	200.00
	Sempra Energy	1,000.00
	Community Redevelopment Agency (CRA)	<u>5,000.00</u>
	Total	\$ 8,825.00
Donations (In-Kind Value):		
	Kaiser Permanente	Emergency Kits & Bottled Water \$ 5,000.00
	DWP	Fair marketing (DWP bill insert) \$15,000.00
		Preparedness Information Printing \$ 5,000.00
		Graphics \$ 3,000.00
	CRA	Plastic document bags \$ 2,000.00
	BICEPP	Fair Poster Contest Savings Bonds \$ 875.00
	The Sun Newspaper	Fair Advertisement \$ 5,000.00
	LAWA Community Relations	Vehicle Emergency Kits \$ 3,000.00
	Total	\$38,875.00

**Emergency Preparedness Fairs 2007
Overall Summary**

Income (Source)

Emergency Operations Fund	\$30,000.00
Corporate Sponsor Donations	\$ 8,825.00
In-Kind Donations	\$38,875.00

Expenses

\$33,054.95

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: January 15, 2008

To: William J. Bratton, Chair
Emergency Operations Board

Emergency Operations Board Members

From: Anna Burton, Executive Assistant
Emergency Operations Board

Subject: **THE OAKS BRUSH FIRE EVACUATION 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 Oaks Brush Fire Evacuation Exercise After-Action Report.

Executive Summary

Following the May 8, 2007 Griffith Park Fire and subsequent evacuation of several hundred homes, the City of Los Angeles determined that in order to better prepare the community for a brush fire scenario, training of the community and responding agencies was necessary. The Los Angeles Fire Department, in coordination with the Emergency Preparedness (EPD) and Police Departments, the Department of Recreation and Parks, the American Red Cross and volunteer groups from the community, developed an exercise specifically geared to this neighborhood's threat of brush fire.

On July 28, 2007, the Oaks Community Evacuation Exercise was conducted. During this exercise, an entire hillside community was asked to leave their homes and report to a pre-designated evacuation site. Attached is the After Action Report (AAR) outlining dates and times, responding departments, actions and recommendations for corrective actions. The EPD will track recommendations for improvement and, as appropriate, report back through the Emergency Operations Organization.

With your approval, this report will be forwarded to the Mayor for transmittal to the City Council.

Attachment

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: January 22, 2008

To: Anna Burton, Chair
Emergency Management Committee

Emergency Management Committee Members

From: Chris Ipsen, Emergency Preparedness Coordinator II
Emergency Preparedness Department

Subject: **THE OAKS BRUSH FIRE EVACUATION EXERCISE AFTER-ACTION
REPORT**

RECOMMENDATION

That the Emergency Management Committee approve the Oaks Brush Fire Evacuation Exercise After-Action Report and forward to the Emergency Operations Board for approval at its next regularly scheduled meeting.

EXECUTIVE SUMMARY

Due to the May 8, 2007, Griffith Park Fire, and the subsequent evacuation of several hundred homes, the City of Los Angeles determined that in order to better provide for the public's safety, additional training of the community and responding agencies was necessary.

On July 28, 2007 the Oaks Community Evacuation Exercise was conducted in which an entire hillside community was asked to leave their homes and report to a pre-designated re-location site.

FISCAL IMPACT STATEMENT

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

Attachment



After Action Report
“The Oaks” Brushfire
Evacuation Exercise

TABLE OF CONTENTS

Table of Contents	2
Executive Summary	3
Strengths.....	3
Areas for Improvement.....	3
Part I - Exercise Preparation	4
Training of City Agencies	4
Session 1	
Session 2	
Session 3	
Walk Through	
Part II - Community Preparation	6
Neighborhood Councils	
Homeowners Associations	
Media	
Part III - Activation Overview	7
Activation Name	
Duration	
Activation Date	
Lead Agency	
Type	
Scenario	
Location	
Response Organizations	
Part IV - Action Events Synopsis	8
Part V - Analysis of Activation and Recommendations	10

Executive Summary

Public safety and preparedness involves a sequence of actions that include planning, training, education, outreach, exercising and actual response to both planned and unplanned events, evaluation, and improvement. This After-Action Report (AAR) is intended to assist the City of Los Angeles in analyzing our ability to evacuate a large number of our citizens in case of a fast moving brush fire in a hillside community. This report will allow City Agencies involved to strive for higher levels of preparedness by analyzing operations during this event and achieving the following:

- Identifying strengths to be maintained and built upon,
- Identifying potential areas for further improvement,
- Providing recommendations for follow-up actions.

The recommendation in this After-Action Report should be viewed as suggestions for future evacuation events. This report also may allow other agencies to determine if future training exercises are necessary.

Strengths:

Key strengths identified during this training exercise include the following:

- The response from City Agencies were very effective
- Departments required to send personnel to the City's emergency response, did so in a timely manner.
- Supervisors and Field Personnel provided an outstanding level of support and performed in an effective manner.
- Inter-agency coordination before, during, and after the exercise was impressive.
- Resource management and logistical support to field operations was effective.

Areas for Improvement

Throughout the exercise, several opportunities for improvement on the impact of effective movement of residents were identified. Major recommendations included the following:

- Review methods and develop more effective procedures to assist and notify citizens with disabilities,
- Ensure timely notifications to residents of a need to evacuate,
- Ensure effective methods for the movement and housing of animals,
- Increase community participation at the Evacuation Center.

Part I - Exercise Preparation

Training of City Departments

As a result of the Major-Emergency Griffith Park Brush Fire on May 8, 2007, it was determined that even though the City of Los Angeles had a written plan for a major evacuation due to an emergency event, the need to exercise the plan was critical. The Departments of Fire, Police and Emergency Preparedness took lead roles in the development and implementation of this event with the assistance of numerous community organizations.

During the after-action meetings, conducted by both the Fire Department and Police Department dealing with the Griffith Park Brush Fire on May 8th, it was determined that every Department of City Government that had a responsibility during an evacuation needed to be retrained and tested to determine their level of response. During meetings with the Emergency Preparedness Department, it was determined that the Fire Department would take the lead role in developing a training curriculum and provide instruction for evacuation to the different Agencies.

The City's established procedures for evacuation were followed and the Incident Command System for handling emergencies was introduced to many for the first time.

Session 1

The agencies identified as having responsibilities during an evacuation situation met for the first time eight weeks prior to the evacuation exercise event. During this meeting the following items were discussed:

- General Goals and objectives
- General Duties and Responsibilities
- Timelines
- The Mayors Directive for Emergency Situations
- Press / Public Information

Session 2

The Agencies during session 1 were directed to have the level of management attend Session 2 that would be capable of making decisions for their respective Departments. During Session 2 very specific duties and responsibilities were discussed and assigned. During this session the concept of an Incident Action Plan was introduced and agencies were tasked to work on developing one for the event.

Session 3

This session was held to answer questions and address concerns from the participating City Departments. During this meeting the final Public Information Plan was approved.

Session 4- Walk Through

This meeting took place at the actual evacuation site, with the exercise planning team members being able to walk through the Command Post, drive the evacuation area and visit the relocation center. This was the most productive meeting, for it allowed everyone the ability to gather an understanding of the complexity of the task of moving such a large number of residents through the narrow, winding streets of the community.

Part II - Community Preparation

Early into the exercise it was determined that community involvement in all phases of the exercise would be critical for exercise success. The targeted groups included the Neighborhood Council, the local homeowners association and various ancillary groups that had ties to this area of the City. These groups were involved in the following:

- Planning
- Public Relations
- Community Outreach
- Oversight / Field Observers

This portion of the planning process proved to be one of the most important aspects of the exercise because, by providing for community ownership the necessary critical information was distributed and received more effectively than by having City Government force training on the participating community groups.

Local Media

The Area Neighborhood Council took a lead role by involving the local media and even held several community meetings to deal with the local concerns involved with such a large-scale exercise. The local paper ran six articles advertising the importance of evacuation planning and the exercise.

Part III - Activation Overview

Activation Name

Oaks Community Evacuation Exercise

Duration

Five hours

Activation Date

July 28, 2007

Lead Agency

Los Angeles Fire Department

Type

Evacuation

Scenario

Major Wildland Fire

Location

Griffith Park and surrounding residential area

Participating Agencies

- Los Angeles Fire Department
- Los Angeles Police Department
- Emergency Preparedness Department
- Department of Transportation
- Los Angeles Unified School District
- Animal Regulations
- Department of General Services
- Information Technology Agency
- Office of the Mayor
- City Council
- Department of Recreation and Parks
- American Red Cross

Part IV - Action Event Synopsis

A response exercise, involving a major wild land fire that started in the Griffith Park area (Western Canyon), was conducted on July 28, 2007 that simulated the threat to the surrounding communities, necessitating a planned evacuation.

Exercise Evaluation

Due to the May 8, 2007, Griffith Park Fire, and the subsequent evacuation of several hundred homes, the City of Los Angeles determined that in order to better provide for the public's safety, training of the community and all responding agencies was necessary. On July 28, 2007 an evacuation exercise was conducted, in which an entire hillside community was asked to leave their homes and report to a pre-designated relocation site.

The simulated fire was first observed at the intersection of Mt. Hollywood Drive and Observatory Drive. The first calls to the dispatch center were received at 0900 hours. Reports from the first arriving fire companies was that 10 acres of brush was burning in the Western Canyon area of the park which was being driven by winds of up to 20 mph.

The Incident Command System was established at this time and the Fire Department took the role of Incident Commander with the assistance and support of numerous City Departments. Based upon situational awareness and the established trigger/activation point for evacuation of the Oaks Community, the Los Angeles Police Department was assigned the task of Evacuation Branch Leader.

- 0920 hours, Fire Companies were dispatched into the communities surrounding the Griffith Park boundaries to establish a method to protect the structures from the approaching fire. At 0940 it was relayed back to the Command Post that all structures had fire companies in place.
- 0925 hour, the Evacuation Group Leader ordered the staffing of the relocation center, Cherimoya Ave. School. This site was staffed with members of the Red Cross, LAFD Community Response Team Members and staff from the LAUSD.
- 0940 hours, the determination was made by the Incident Commander that the fire had reached a critical point and he ordered an evacuation of residents from the Oaks Community.
- 0945 hours, the Evacuation Group ordered his officers to start an evacuation of the designated areas.
- 0950 hours, LAPD units started evacuation of the area.

- 1005 hours, Evacuees first arrive at the Evacuation Center.
- 1050 hours, Units reported that all homes in the effected community had contact made and direction to exit was provided.
- 1100 hours the exercise in the Oaks Community was complete and the exercise shifted to the Evacuation Center.
- 1200 hours all evacuees were complete with check in procedures and the exercise was complete.

Part V - Analysis of Activation and Recommendations

This section of the After-Action Report provides an analysis of how well participants as a whole responded during the evacuation and describes the areas for improvement and corrective action.

Strengths

- The field level response by the Incident Commander was very effective.
- Departments provided information in a timely manner.
- The Incident Command System provided outstanding structure and guidance for the incident.
- Resource management and logistical support to field operations was effective.

Recommended Area of Improvement/Corrective Actions

- Need to improved communications with and for the disabled populations.

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: January 16, 2008

To: William J. Bratton, Chair
Emergency Operations Board

Emergency Operations Board Members

From: Anna Burton, Executive Assistant
Emergency Operations Board

Subject: **APPROVAL OF TSUNAMI RESPONSE PLAN ANNEX**

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 City of Los Angeles Tsunami Response Plan Annex.

Executive Summary

Following the December 2004 Sumatran Earthquake and resulting tsunami, the City Council directed the Emergency Preparedness department to collaborate with City departments, and other local, state and federal agencies to ensure the City was prepared for a tsunami event (05-0009).

A Task Force was created and reported in March 2005 with a series of recommendations. These included public education, development of a Tsunami Plan, placement of signage, and having the capability to conduct alert and warnings. Since this report, the Emergency Preparedness Department, in cooperation many agencies, completed a number of steps including: creation and distribution of tsunami preparedness brochures; receiving \$350,000 for tsunami warning signs through a UASI grant; and, the completion of the attached City of Los Angeles Tsunami Response Plan Annex.

This plan describes our threat of earthquakes and subsequent tsunami activity. It emphasizes the location and vulnerability of the busiest commercial seaport in the country, low lying areas of Venice and the coastline of West Los Angeles, all of which would be significantly impacted during a tsunami event. The Plan also includes the concept of operations for alert, notification, evacuation, safe refuge areas, and public information should a tsunami warning or watch be issued by the National Weather Service. This all-encompassing plan identifies the primary and support departments required to carry out these principle missions in the event of tsunami activity.

After review by all Tsunami Task Force members, and representatives from a variety of city departments, the Emergency Management Committee approved the plan in November 2007. In December 2007, the Los Angeles Police Department further commented on the plan and updated selected sections related to their responsibilities. The EMC has reviewed this plan and recommends it be forwarded to the Emergency Operations Board for approval and transmittal to the Mayor and City Council.

If approved, the City of Los Angeles Tsunami Response Plan Annex will be forwarded to the Mayor for approval and transmittal to the City Council.

Attachment

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: November 2, 2007

To: Anna Burton, Chair
Emergency Management Committee

Emergency Operations Board Members

From: Larry Meyerhofer, Chair
Tsunami Task Force

Subject: **ACCEPT THE TSUNAMI RESPONSE PLAN ANNEX AND FORWARD
TO THE EMERGENCY OPERATIONS BOARD**

Recommendation

That the Emergency Management Committee (EMC) accept the attached Tsunami Response Plan Annex and recommendations from the Tsunami Task Force and forward for approval to the Emergency Operations Board (EOB) at its next regularly scheduled meeting.

Executive Summary

The City of Los Angeles has a significant coastline including the busiest commercial seaport in the country, the low lying areas of Venice and the coast line of West Los Angeles. Southern California is prone to tsunami activity, as a result, the City of Los Angeles developed a Tsunami Task Force to develop the Tsunami Response Plan Annex which includes the concept of operations for alert, notification, evacuation, safe refuge areas, public safety and public information. This all encompassing plan identifies the primary and support departments to carry out these principle missions in the event of tsunami activity.

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: January 15, 2008

To: William J. Bratton, Chair
Emergency Operations Board

Emergency Operations Board Members

From: Anna Burton, Executive Assistant
Emergency Operations Board

Subject: **APPROVAL OF EXTREME HEAT AND COLD EMERGENCY PLAN**

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 City of Los Angeles Extreme Heat and Cold Emergency Plan.

Executive Summary

On September 5, 2007, the Mayor directed the Emergency Operations Board (EOB) to initiate an immediate review and revision of the City's 2001 Heat Annex to reflect lessons learned during the summer's extreme weather emergencies. In response to the Mayor's direction, the Emergency Preparedness Department created an Extreme Heat and Cold Emergency Planning Task Force consisting of pertinent City departments, academia, business, and the non-profit sector. This group met over the course of several months and developed plan combining severe heat and cold situations.

The attached City of Los Extreme Heat and Cold Emergency Plan is the result of the work of this Task Force. A draft of this plan was presented at the October 2007 Emergency Management Workshop. The plan was then finalized and approved by the Emergency Management Committee at its January 2, 2008 meeting with the recommendation it be forwarded for EOB approval and transmittal to the Mayor and Council

With your approval, this report will be forwarded to the Mayor for transmittal to the City Council.

Attachment

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: December 24, 2007

To: Anna Burton, Chair
Emergency Management Committee

From: Larry Meyerhofer, Chair
Extreme Heat and Cold Emergency Plan Task Force

Subject: **ACCEPT THE EXTREME HEAT AND COLD EMERGENCY PLAN AND
FORWARD TO THE EMERGENCY OPERATIONS BOARD**

Recommendation

That the Emergency Management Committee (EMC) accept the attached Extreme Heat and Cold Emergency Plan from the Task Force and forward for approval to the Emergency Operations Board (EOB) at its next regularly scheduled meeting.

Executive Summary

On September 5, 2007 the Mayor directed the EOB to initiate an immediate review and revision of the City's 2001 Heat Annex to reflect lessons learned during the summer's extreme weather emergencies. In response to the Mayor's direction, an Extreme Heat and Cold Emergency Planning Task Force consisting of pertinent City Departments, academia, business, and the non-profit sector were consulted.

Attached is the final draft of the plan representing the work of the Task Force.

Attachment

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: January 18, 2008

To: William J. Bratton, Chair
Emergency Operations Board

Emergency Operations Board Members

From: Anna Burton, Executive Assistant
Emergency Operations Board

Subject: **2007 SOUTHERN CALIFORNIA WILD LAND FIRES EOC ACTIVATION
AFTER ACTION / CORRECTIVE 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 2007 Southern California Wild Land Fires EOC Activation After Action / corrective Action Report.

Executive Summary

In response to the wild land fires that occurred on October 21, 2007, the City's Emergency Operations Center (EOC) was activated. It was activated initially in response to the Malibu Fire. As the number of fires grew, the EOC was used to coordinate information, resources and mutual aid efforts, and to monitor the threat or impact of all the fires on the City.

The attached After-Action/Corrective Action report provides specific narrative, recommendations and corrective actions related to this activation. The Emergency Management Department will track recommendations for improvement and, as appropriate, report back through the Emergency Operations Organization.

With your approval, this report will be forwarded to the Mayor for transmittal to the City Council.

Attachment

CITY OF LOS ANGELES
INTERDEPARTMENTAL CORRESPONDENCE

Date: December 27, 2007

To: Anna Burton, Chair
Emergency Management Committee

Members of the Emergency Management Committee

From: Rob Freeman, Operations Division Chief
Emergency Preparedness Department

Subject: **2007 SOUTHERN CALIFORNIA WILD LAND FIRES EOC
ACTIVATION AFTER ACTION / CORRECTIVE ACTION REPORT**

Recommendation

That the Emergency Management Committee (EMC) approve and forward to the Emergency Operations Board (EOB) for approval the attached City of Los Angeles after action – corrective action report for the October 2007 Southern California Wild Fires Emergency Operations Center (EOC) activation.

Background

The City's EOC was activated on October 21, 2007 in response to the numerous wild land fires that occurred throughout southern California. The EOC was activated to coordinate information, resources and mutual aid efforts, and to monitor the threat or impact of the fires on the City. The attached report provides specific narrative, recommendations and corrective actions for the activation. Comments or questions can be directed to me at rob.freeman@lacity.org or 213 978-0590.

Attachment



**After Action Report
October 21-24, 2007
Southern California Wild Land Fires
EOC Activation**



TABLE OF CONTENTS

Table of Contents	2
Preface	3
Executive Summary	3
Strengths.....	3
Areas for Improvement.....	4
Part 1: Activation Overview	4
Activation Name.....	4
Duration.....	4
Activation Date.....	4
Lead	
Agency.....	4
Type.....	4
Scenario.....	4
Location.....	4
Participating Organizations.....	5
Activation Evaluation.....	5
Part 2: Activation Events Synopsis	6
Part 3: Analysis of Activation & Recommendations	6
Strengths	6
Recommended Areas of Improvement/Corrective Actions.....	7

PREFACE

All-hazard homeland security preparedness involves a cycle of outreach, planning, capability assessment and development, training, exercising, and actual responses to events both planned and unplanned. The value and validity of these efforts should be realized through a formal evaluation and improvement process.

This After-Action Report (AAR) is intended to assist the Los Angeles Emergency Operations Organization (EOO) in such an evaluation and improvement process in striving for preparedness excellence. More specifically, this AAR is meant to foster critical, yet constructive discussions by analyzing Emergency Operations Center (EOC) activation response during an event. This should be accomplished by:

- Identifying strengths to be maintained and built upon
- Identifying potential areas for further improvement
- Recommending follow-up actions

The issues/items identified in this AAR should be viewed as solid recommendations for future EOC activations. Each agency should review the recommendations and determine the most appropriate action and time needed for implementation.

EXECUTIVE SUMMARY

The City of Los Angeles EOC was activated on October 21, 2007 at 11:30 am at a modified Level I in response to a major wild land fire in Malibu. Over the next 72 hours, a total of 18 major fires broke out in the seven southern California counties. Fueled by strong Santa Ana winds, the fires threatened large areas of wild land, wild land-interface and numerous structures. Fortunately, no wild land or structural loss occurred within the City of Los Angeles.

However, as the City began to meet its Mutual Aid obligations (in the contiguous communities) and the potential for fire incidents within Los Angeles increased, the LAFD, LAPD and other departments activated their Department Operations Center (DOCs) and the City activated the EOC

A modified Level I Activation was in effect from October 21, 2007 through October 24, 2007.

STRENGTHS

Strengths identified during this activation include the following:

- Unified Command/Coordination was implemented early and worked well.
- Departments provided responders to the City's EOC as requested in a timely fashion.

- Contingencies for evacuation were addressed effectively by LAPD, LAFD and DOT.
- Inter-agency coordination within the EOC was effective and overall situational awareness was outstanding
- The Utilities Division (DWP) monitored wind caused incidents and outages and kept the EOC informed on their status.

AREAS FOR IMPROVEMENT

Throughout the activation, several opportunities for improvement in the EOC's ability to coordinate and support response to a major brush fire monitoring and mutual aid were identified. Recommendations include the following:

- EPD to review and update departmental EOC responder call-out rosters to insure they are accurate and current.
- EPD to review EOC responder notification protocols to ensure that all agencies are notified for response or informational purposes. Not all agencies were contacted.
- EPD to continue and expand the effective use of the WebEOC information management application including regular training of EOC responders in that system.
- EPD to review and improve the resource management function of WebEOC. Specific suggestions were offered by the Department of General Services who coordinates the EOC Logistics function.
- LAFD and DOT to review and revise if necessary the City's Red Flag Alert parking enforcement policy as it pertains to DOT.
- EPD to review and improve public information management procedures to insure all branches of the Operations Section have input into the process.

PART 1: ACTIVATION OVERVIEW

ACTIVATION NAME

October 21-24, 2007 Southern California Wild Land Fires

DURATION

4 days

ACTIVATION DATE/TIME

October 21, 2007, 11:30 am

DEACTIVATION DATE/TIME

October 24, 2007, 9:00 am.

LEAD AGENCY

Los Angeles Fire Department (LAFD)

TYPE

EOC Activation, Modified Level I

SCENARIO

Major Wild Land Fires

LOCATION

18 total fires located in Los Angeles County, Orange County, San Diego County, Riverside County, San Bernardino County, and Ventura County.

PARTICIPATING ORGANIZATIONS

- Department of Aging
- Department of Animal Services (ANI)
- City Administrative Officer (CAO)
- Department on Disabilities (DOD)
- Emergency Preparedness Department (EPD)
- Los Angeles Fire Department (LAFD)
- Los Angeles Police Department (LAPD)
- Department of General Services (GSD)
- Information Technology Agency (ITA)
- Office of the Mayor
- Department of Public Works (PW)
- Department of Recreation and Parks (RAP)
- Department of Water and Power (DWP)
- Los Angeles Unified School District (LAUSD)

ACTIVATION EVALUATION

In response to a major wild land fires that broke out in southern California on October 21, 2007, the Los Angeles City Fire Department (LAFD) requested activation of the City's Emergency Operations Center (EOC).

Based on the potential for wild land fires in adjacent areas to impact the City and the obligation of Fire Mutual Aid by the City to other jurisdictions, LAFD requested activation of the EOC to provide citywide coordination of information, resources and mutual aid efforts.

Fires were initially reported in Malibu and Santa Clarita but over the next 72 hours, a total of 18 major fires broke out in the seven southern California county areas. Fueled by strong Santa Ana winds, the fires threatened large areas of land and numerous structures. Fortunately, no fires occurred within the City of Los Angeles. However, to assist our neighboring jurisdictions and to be prepared in case something threatened or broke out in the City, the LAFD, LAPD and other departments activated their

Department Operations Center (DOCs) and the City activated the EOC at a modified Level I response.

The decision was made to activate the EOC at what has been termed a “modified level one,” where certain positions are required to be staffed and others are requested as needed based on the specific event or incident. This type of activation is actually referred to in the Master Plan as **Level Two**, a scalable level of activation where the lead agency, EOC Director and Management Section can select appropriate agency representation beyond the minimal Level One requirements of EOC Section Coordinators and support staff. This is a point of clarification for future activation and training.

The City’s established procedures for activating, opening and staffing the EOC were followed but with some difficulties. There is a need to continue ongoing review and improvement of the activation/notification procedures within EPD and ITA.

PART 2: ACTIVATION EVENTS SYNOPSIS

The request to activate the EOC was issued by LAFD at approximately 11:30 am on October, 2007. The EOC was activated to monitor the situation status of the various wild land fires in southern California and assess their impact or potential impact on the City of Los Angeles. Additionally the EOC maintained resource status awareness regarding fire mutual aid efforts. The EOC remained activated until 9:00 am on October 24, 2007.

Because the fires did not occur within the City of Los Angeles, the EOC had a more limited operational role than was the case with the May, 2007 Griffith Park Wild Land Fire activation. The severity and wide spread nature of the fires in other jurisdictions presented a significant potential risk to the City. The EOC remained activated until this reasonable threat was no longer a consideration and LAFD’s Fire Mutual Aid efforts were reduced to a level where their DOC could independently monitor and coordinate activities.

PART 3: ANALYSIS OF ACTIVATION AND RECOMMENDATIONS

This section of the After-Action Report (AAR) provides an analysis of how well participants as a whole responded during the activation and describes the areas for improvement and corrective action.

STRENGTHS

- Unified Command/Coordination was implemented early and worked well.
- Departments provided responders to the City’s EOC as requested in a timely fashion.
- Contingencies for evacuation were addressed effectively by LAPD, LAFD and DOT.

- Inter-agency coordination within the EOC was effective and overall situational awareness was outstanding
- The Utilities Division (DWP) monitored wind caused incidents and outages and kept the EOC informed on their status.

RECOMMENDED AREAS OF IMPROVEMENT/CORRECTIVE ACTIONS

- EOC responder notification protocols need to be reviewed by EPD to ensure that all agencies are notified for response or informational purposes. Not all agencies were contacted. Specifically, not all Public Works bureaus were given individual notifications.
- Departmental EOC response rosters provided to EPD and ITA need to be reviewed again by EPD to insure there is no inaccurate or outdated information. Some responder data is incomplete.
- EPD needs to continue and expand the effective use of the WebEOC information management application including regular training of EOC responders in that system. Several departments commented on lack of responder training in WebEOC. In some cases, departmental responders for this activation had not attended WebEOC classes conducted by EPD. EPD will continue to work with all responder departments to insure their staffs complete this training which is offered monthly.
- The resource management functions of WebEOC need to be reviewed and improved. Specific suggestions were offered by the GSD who coordinates the EOC Logistics function. EPD and ITA need to thoroughly review this aspect of WebEOC as part of the ongoing Citywide effort to develop a comprehensive Logistics Plan. GSD needs to work with EPD regarding their specific suggestions for improvement in EOC resource management workflow processes.
- LAFD and DOT need to review and revise if necessary the City's Red Flag Alert parking enforcement policy as it pertains to DOT. There was some uncertainty regarding enforcement and citation procedures. These issues are field level concerns that are not directly related to EOC operations. Recommend DOT continue to work with LAPD and LAFD on this matter directly.
- EPD needs to review and improve public information management procedures to insure all branches of the Operations Section have input into the process. Animal Services offered specific suggestions for improvement.

The Emergency Preparedness Department (EPD) will take the lead on implementing and tracking these corrective actions and will report back to the Emergency Management Committee (EMC) and the Emergency Operations Board (EOB) regarding progress made.

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: January 16, 2008

To: William J. Bratton, Chair
Emergency Operations Board

Emergency Operations Board Members

From: Anna Burton, Executive Assistant
Emergency Operations Board

Subject: **CONTINUATION OF AGREEMENT BETWEEN CITY OF LOS ANGELES AND NC4**

Recommendation

That the Emergency Operations Board, as recommended by the Emergency Management Department, approve the expenditure of \$24,600 from available Emergency Operations Funds to extend the agreement between the City of Los Angeles and NC4, the National Center for Crisis and Continuity Coordination.

Executive Summary

In 2004, the City of Los Angeles Emergency Preparedness Department entered into an agreement with NC4 (The National Center for Crisis and Continuity Coordination). This original agreement included the use of ten (10) licenses shared among a number of City agencies. This was considered a pilot project at this time and the agreement did not include the encumbrance of any City funds.

During the past three years, NC4 has expanded their membership and capability and has proven to be a valuable source of real-time information. The City on several occasions has received critical information that has assisted in our emergency response.

This original pilot agreement has expired. Although NC4 continues to provide information to the City, they require a formal agreement that includes a fee of \$24,600 (\$19,600 NC4 Base year Fee and \$5,000 for 5 full access users). The five access users will be distributed among City departments. This represents their fee for governmental agencies for a one-year term. The fee for private entities is significantly increased per access user.

The Los Angeles Police Department (LAPD) was an original user during the pilot agreement and currently uses an NC4 display in RACR. They have been in discussions with NC4 and have agreed to forward information specific to LAPD for NC4 to share via their system. This has the value of increasing the awareness of area-specific incidents such as road closures and disaster response impacting the greater business community. This new Agreement will support their use of the system and will formalize their user access to the NC4 system.

If approved, the Emergency Operations Fund will provide up to \$24,600 in support of this request. Future agreement extensions will be brought forth and evaluated. EMD will seek other sources of funds if the city chooses to extend the agreement beyond the one year term of this request.

Sufficient Emergency Operations Fund monies are available.

NC4 Summary

Headquartered in El Segundo, California, with locations across the country and approximately 115 employees, NC4 provides Situational Awareness and Situational Readiness to both business and government. NC4 accomplishes this with offerings that improve the prevention, protection, response and recovery phases for those organizations and individuals involved in:

- Corporate Security
- Business Continuity Management
- Emergency Management
- Homeland Security
- Law Enforcement
- Highly Advanced Security

Customers are alerted only to incidents that are relevant to their operations. By registering their facilities with the NC4 Incident monitoring Centers, establishing a perimeter around each facility and profiling with NC4 the types of incidents they want to know about within those perimeters, our customers only receive incident alerts that are specifically relevant to them.

NC4's Incident Monitoring manages an impressive volume of incidents and notifications on a regular basis:

- **Over** 400,000 Notifications sent per month
- **Over** 50,000 Unique facility-based profiles registered with NC4
- **Over** 42,000 Incidents worldwide reported & tracked by NIMC Analysts since 8/1/2004 including:

- 5885** Hazmat incidents
- 4256** Roadway Closures
- 2717** -Alarm Fires
- 1091** Suspicious Packages
- 536** Avian Influenza incidents
- 13** Sewage incidents
- 1** Hot air balloon crash

As these incidents mature, they continue to be triaged by our analysts and additional information is sent to our customers until the incident is formally closed.

For more information on NC4, please visit <http://www.nc4.us/nc4/aboutus.php> .

CITY OF LOS ANGELES

INTER-DEPARTMENTAL CORRESPONDENCE

Date: January 15, 2008

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 Management Department, approve the expenditure of up to \$30,000 from available Emergency Operations Funds for two training workshops: Event Planning; and, MAP Apollo 13.

Executive Summary

The Emergency Operations Organization (EOO) is made up of emergency planners, trainers, subject matter experts and those responsible for preparedness within their particular department. As an organization, we are often faced with the development, coordination and implementation of specific plans and emergency response protocols. To better prepare personnel from all EOO departments, we request the use of available funds from the Emergency Operations Fund (EOF) and provide two training workshops. They are:

1. MAP Consulting, Apollo 13 Workshop (Problem Solving) - \$7,800
 - This would include a single full day course to accommodate 25 – 30 students.
2. Event Planning - \$21,131
 - This course would include 2 full days of instruction for up to 30 students.

If approved, the Emergency Management Department (EMD) will work with all involved departments to select dates and coordinate appropriate contract requirements.

If approved, the Emergency Operations Fund will provide up to \$30,000 in support of both training programs.

Sufficient Emergency Operations Fund monies are available.