

AGENDA
EMERGENCY OPERATIONS BOARD
Monday, January 28, 2002, 1:30 p.m.
EOB Room, P4 Level, City Hall East

I. Declaration of Quorum; Introductions

Approval of Minutes

Emergency EOB Meeting, September 11, 2001
Emergency EOB Meeting, October 8, 2001
Regular EOB Meeting, November 19, 2001
Special EOB Meeting, January 14, 2002

II. Action Items

A. 2002 Emergency Management Workshop – Rob Freeman

Recommendation

That the Emergency Operations Board, as recommended by the Emergency Management Committee, approve the 2002 Emergency Management Workshop as a joint workshop with the County of Los Angeles with the theme “Inter-agency Coordination and Cooperation.”

B. Change of Annual Emergency Preparedness Fair Format – Mark Davis

Recommendation

That the Emergency Operations Board, as recommended by the Emergency Management Committee, approve in concept, a new format for the Annual Emergency Preparedness Fair.

C. Department of General Services Request for New Security Officer Positions – Anthony DeClue

Recommendation

That the Emergency Operations Board, as recommended by the Los Angeles Police Department, approve in concept the request of the Department of General Services for ten additional full time security guards.

D. World Trade Center Incident Emergency Response and Costs Report – Alvin Newman

Recommendation

That the Emergency Operations Board approve and forward to the Mayor for transmittal to the City Council the World Trade Center Incident Emergency Response and Costs Report as prepared by the City Administrative Officer.

E. Report of the Threat Preparedness Task Force - Bob Canfield

Recommendation

That the Emergency Operations Board approve and forward to the Mayor for transmittal to the City Council, the report of the Threat Preparedness Task Force.

Closed Session Per Government Code Section 54957

F. Downtown External Security Committee Report – Anthony DeClue

Recommendation

That the Emergency Operations Board, approve and forward to the Mayor the report and recommendations of the Downtown External Security Committee.

Open Session

III. Information Items

- A. Preparedness Efforts of Department of Health Services – Virginia Hastings
- B. 2002 Emergency Preparedness Exercise – Chris Ipsen
- C. Critical Infrastructure Interruptions Annex – Rob Freeman
- D. Urban Hazards Forum – Rob Freeman

IV. Adjourn

Members of the public may also address the Board on any matter which is within the subject matter jurisdiction of the Board. Such comments will be entertained by the Board as the last item of regular business.

EOB MEETING INFORMATION IS AVAILABLE ON THE EMERGENCY PREPAREDNESS DEPARTMENT WEBSITE. Go to <http://www.lacity.org/epd/epdEOB1.htm> .

If you would like to be added to the EOB email distribution list, please send an email to claw@mailbox.lacity.org. If you do not have an email address and would like to be added to the fax distribution list, please call Cecilia Law at (213) 978-0542.

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: January 18, 2002

To: Bernard C. Parks, Chair
Emergency Operations Board

Emergency Operations Board Members

From: Bob Canfield, Executive Assistant
Emergency Operations Board

Subject: **2002 EMERGENCY MANAGEMENT WORKSHOP**

Recommendation

That the Emergency Operations Board, as recommended by the Emergency Management Committee, approve the 2002 Emergency Management Workshop as a joint workshop with the County of Los Angeles with the theme "Inter-agency Coordination and Cooperation."

Background

The City has conducted joint emergency management workshops with the County of Los Angeles in 1991, 1995 and 1998. They have provided the opportunity to work together on issues of mutual concern such as emergency planning and terrorism preparedness. Specific workgroup sessions have focused on issues such as transportation, public works, logistics, communications technology, the City and County Joint Emergency Management Agreement and the Operational Area Terrorism Response Plan which covers both the City and County.

The Emergency Management Committee recommends that the City invite the County to participate in another joint workshop at the UCLA Conference Center, Lake Arrowhead, October 22 - 25. The Emergency Preparedness Department (EPD) will chair a joint workshop planning group and develop a specific program and agenda.

Scheduling a joint workshop will also allow City and County management to focus on security and terrorism planning issues which have taken on added importance since the events of September 11, 2001.

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: January 18, 2002

To: Bernard C. Parks, Chair
Emergency Operations Board

Emergency Operations Board Members

From: Bob Canfield, Executive Assistant
Emergency Operations Board

Subject: **CHANGE OF ANNUAL EMERGENCY PREPAREDNESS FAIR FORMAT**

Recommendation

That the Emergency Operations Board, as recommended by the Emergency Management Committee, approve in concept, a new format for the Annual Emergency Preparedness Fair.

Executive Summary

For the past ten years the City has conducted a single, multi-day emergency preparedness fair at either the Los Angeles Zoo or Dodger Stadium. In an effort to more effectively reach greater numbers of people, a new format for the fair is proposed. The 2002 Fair will take place on four consecutive Saturdays in April, as part of California Earthquake Preparedness Month. The four one-day events are planned for:

- April 6, San Fernando Valley - Sepulveda Basin Recreational Area
- April 13, San Pedro - Ports O'Call
- April 20, Central Los Angeles - Olvera Street
- April 27, West Los Angeles Venice Beach

If approved, these events will be capitalized on distributing information to the public in high traffic recreational areas. City departments and outside agencies with minimal equipment will set up and tear down on the same day at each site. The smaller foot print of these four events and reduced infrastructure cost will reduce overall fair expenditures while providing greater exposure to the public.

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: January 18, 2002

To: Bernard C. Parks, Chair
Emergency Operations Board

Emergency Operations Board Members

From: Bob Canfield, Executive Assistant
Emergency Operations Board

Subject: **DEPARTMENT OF GENERAL SERVICES REQUEST FOR NEW
SECURITY OFFICER POSITIONS**

Recommendation

That the Emergency Operations Board, as recommended by the Los Angeles Police Department, approve in concept the request of the Department of General Services for ten additional full time security guards.

Executive Summary

The Department of General Services (GSD) provides security at City facilities. Due to a shortage of personnel, GSD has been unable to staff security positions at some critical locations with City personnel and has contracted with a private security company. Concerns have been raised about the effectiveness of the private security personnel. The use of City personnel would enable more direct control of these critical security matters.

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: January 18, 2002

To: Bernard C. Parks, Chair
Emergency Operations Board

Emergency Operations Board Members

From: Bob Canfield, Executive Assistant
Emergency Operations Board

Subject: **WORLD TRADE CENTER INCIDENT EMERGENCY RESPONSE AND COSTS REPORT**

Recommendation

That the Emergency Operations Board approve and forward to the Mayor for transmittal to the City Council the World Trade Center Incident Emergency Response and Costs Report as prepared by the City Administrative Officer.

Executive Summary

The City of Los Angeles Emergency Operations Center (EOC) was activated on October 7, 2001, at 10:20 a.m. in response to U.S. military action initiated in Afghanistan and potential terrorist activities. EOC activation continued through Wednesday, October 10, 2001, 6:00 a.m.

As required by the Emergency Operations Master Plan and Procedures, the Office of the City Administrative Officer (CAO) submitted the attached report detailing departmental costs for staffing, expenses and equipment related to this EOC activation. The total costs for this activation as identified by the CAO was \$255,786.

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

1000-00007-0000

Date: December 28, 2001

To: Ellis Stanley, General Manager
Emergency Preparedness Department

From: William T Fujioka, City Administrative Officer

Subject: **WORLD TRADE CENTER INCIDENT EMERGENCY RESPONSE AND COSTS REPORT (October 7 to 10, 2001)**

As required by the Emergency Operations Master Plan and Procedures (Master Plan), we are submitting the report on Emergency Operations Center (EOC) activation costs. The report includes the costs incurred for staffing, expenses and equipment by all City departments during the EOC activation from October 7 to October 10, 2001 (See Attachment). The EOC was activated as a precaution to deal with possible terrorist activities resulting from the initiation of the United States military actions in response to the World Trade Center (WTC) incident.

During the EOC activation, City departments incurred total costs of \$255,786. These costs included overtime, emergency staffing and approximately \$29,593 for various expense and equipment items. The four departments reporting the largest staffing overtime and total costs are Water and Power (DWP), General Services (GSD), Transportation (DOT) and Police. The GSD, DOT, DWP and Fire Department have been on a heightened tactical alert since the EOC activation on September 11, 2001. GSD's costs include overtime pay for the City's security staff and contracting for additional security personnel.

If you have additional questions or require more information, please call Alvin Newman at (213) 485-6633.

WTF:ABN:vnn:38671

Attachment

WORLD TRADE CENTER INCIDENT EMERGENCY RESPONSE AND COSTS REPORT
October 7 to October 10, 2001

DEPARTMENT	TOTAL COST
City Administrative Officer	\$ 322
Aging	--
Animal Services	992
Building and Services	834
Children, Youth & Family	--
City Attorney	--
City Clerk	--
Commission, Status of Women	--
Community Development	--
Community Redevelopment Agency	--
Controller	--
Council	--
Cultural Affairs	--
Disability	--
El Pueblo	--
Emergency Preparedness	6,514
Employee Relations Board	--
Environmental Affairs	--
Ethics Commission	--
Fire	12,057
General Services	48,124
Housing Authority	--
Human Relations Commission	--
Information Technology Agency	2,214
Los Angeles Convention Center	--
Los Angeles Housing Department	654
Mayor	--
Neighborhood Empowerment	--
Personnel	315
Planning	--
Police	14,883
Department of Public Works:	
Board of Public Works	235
Director of Public Works.....	750
Contract Administration	360
Engineering	1,129
Sanitation	784
Street Lighting	1,801
Street Services	6,311
Transportation	35,448
Library	184
Recreation and Parks	39
Zoo	--
Airports	--
Harbor	1,457
Water and Power	120,379
City Employees Retirement	--
TOTAL	<u>\$ 255,786</u>

* Includes Expense & Equipment Costs: \$ 29,593