

**EMERGENCY PREPAREDNESS COMMISSION**  
**July 12, 2006 MEETING MINUTES**

**1. ROLL CALL AND DECLARATION OF QUORUM**

In attendance were:

Commissioner Brooks  
Commissioner Grossman  
Commissioner Leap  
Commissioner Miller  
Commissioner Manning

The Commission excused Commissioners Osby, Gaines, Stanley, and Miliman.

**2. SELF INTRODUCTIONS**

The audience made self-introductions.

**3. ACTION ON MAY 10, 2006 MEETING MINUTES**

Approved as written.

**4. PRESENTATIONS: "HOMELAND SECURITY GRANT FUNDING APPLICANTS"**

\* Maurice Suh, Deputy Mayor  
Office of the Mayor  
City of Los Angeles

Deputy Mayor Suh gave an overview of the Homeland Security Grant process and shared his observations and thoughts on how the County and its surrounding cities can obtain grant dollars. Significant changes have been made to the Department of Homeland Security (DHS) and on the structure of the homeland security grant programs. He identified four areas for improvement:

1. Advance planning before a grant action opens will help to target and utilize funds more effectively.
2. Develop funding concepts and be ready to implement once the grant process opens.
3. Take advantage of political leadership. Los Angeles is the largest county in the nation and California has the most impressive set of operation leaders. As advocates for our region, they are the key in leveraging political support in Washington.
4. Adapt a multi-facet approach to obtain homeland security grant dollars outside of UASI and SHSP grants.

We need to be proactive and creative in our approach to obtain homeland security grants in the future. Los Angeles area is recognized as an area that needs support. Now is the time to plan accordingly.

(A more detailed summary of this presentation is being prepared under separate cover.)

**5. EPC SEMINAR REPORT**, (information), Commissioner Milliman

The EPC Annual Seminar on June 10 was attended by elected officials across Los Angeles County. This year's focus was on the role of elected officials in a disaster. Participants were given Emergency Preparedness training and the NIMS/SEMS course. A report was provided to the commissioners.

**6. EPC AD HOC COMMITTEE REORGANIZATION PROPOSAL**, (information), Commissioner Brooks

Constance Perett, former commissioner to this Commission, has been hired by the County of Los Angeles to manage the reorganization of the Commission. Ms. Perett is presently working on an action plan and will be contacting each commissioner individually to discuss the action plan. She anticipates completion of the action plan by December.

**7. EPC TRAINING COMMITTEE**, (information), Commissioner Brooks

The Training Committee is required to have two training events per year. This year's EPC seminar supports one of the training requirements. Volunteers that would like to be a member of the Training Committee, please contact Mr. Brooks at (323) 980-2260.

**8. EPC SCHOOLS REPORT** (information), Commissioner Manning

This year's strategy for the Schools Committee is to provide training, planning, and outreach. The committee has been working with Los Angeles Unified School District (LASD) to provide disaster awareness training. A new CERT program has been developed to provide continuous education to schools and parent teachers meetings.

The committee has been working closely with the Los Angeles County Office of Education and LASD to develop a family emergency communication plan program. The fundamentals on how to create an emergency communication plan is now available on the website [www.labt.org](http://www.labt.org)

**9. EPC CITIES ADVISORY COMMITTEE**, (information), Commissioner Milliman

Disaster Management Area Coordinators have been focusing their efforts on NIMS training with city officials and employees. The Independent Cities Association's conference on July 14 – 16 will include a SEMS/NIMS session on their program. A report was provided to the commissioners.

**10. EPC ACCESSIBILITY AND DISABILITY COMMITTEE**, (information), Alan Toy

Provide an update on projects and services for special/specific needs population. UCLA is addressing the specific needs population by developing SNAP. Significant progress has been made on these projects.

The UCLA Center for Neighborhood Knowledge is a system that provides accessible, understandable, and actionable information to promote community building and safe cities.

Specific Needs Awareness Planning (SNAP) concept was developed to have regional application that will enable first responders to respond more effectively and efficiently.

The plan to create a comprehensive data collection process should include ways we can get information/ messages to service providers and day-day one-on-one communication with folks that falls into the vulnerable population.

Recommends that commission help to promote policies that require service providers that come in contact that come in contact with vulnerable populations to ask them at the intake process whether or not they have personal disaster plan and would they like help filling one out. Put together a self-acknowledge registry of special needs or specific needs so that a countywide registry can be developed.

To bring all these concepts together UCLA has developed Special Needs Awareness Plan (SNAP) Maps concept.

Although, cities are addressing the issues that the vulnerable population of distributing personal information data plan booklets to filled out as part of emergency preparedness and their personal survival home plan during a disaster. Drawbacks are there is not a wide enough distribution and having an individual actually taking the time to fill it out.

Mr. Toy requested that John be placed on the next agenda to replaces him as liaison Accessibility and Disability Committee.

#### **11. EPC CHAIR'S REPORT**

Appreciation was extended to Arleen Flores and the City of Claremont for hosting the Commissioner meeting.

#### **12. STAFF REPORT, Carla Mahler**

Request sites for next year meetings. Commissioners review your schedules for the strategic meeting in November.

#### **13. ANNOUNCEMENTS FROM COMMISSIONERS**

Commissioner Leap, Chair to the Recognition Committee, encourage members of the emergency management communities to review the nomination packets and nominate people from the various categories. The Commission recognizes individuals or groups from the public, private, non-profit, and volunteer services. This is an opportunity for you to recognize people that you have worked with and have been

#### **14. ANNOUNCEMENTS FROM THE AUDIENCE**

April Kelsy, Earthquake Solutions, announced that the Irwindale Chamber of Commerce is hosting Business Continuity Conference on September 21. This conference is fee and everyone is invited. Reservation is through the Irwindale Chamber of Commerce.

#### **15. MATTERS NOT ON THE POSTED AGENDA TO BE DISCUSSED AND (IF REQUESTED) PLACED ON THE AGENDA FOR ACTION AT A FUTURE MEETING OF THE COMMISSION**

None.

**16. PUBLIC COMMENT**

None.

**17.** The Brown Act provides an opportunity for members of the public to directly address the Commission on any item of interest to the public, before or during the Commissions consideration of the item. If you wish to speak regarding an agenda item, please notify the Staff Assistant who will forward your request to the Chair. If you wish, you can also address the Commission on an item not listed on the agenda.

**18. ADJOURN:** The next EPC meeting will be held at 10:00 a.m. on Wednesday, **September 12 at the City of Santa Clarita Council Chambers**, 23920 Valencia Boulevard, First Floor Santa Clarita, CA 91355. Please call Carla Mahler, EPC Staff Assistant, at (323) 980-2262 for additional information.

Respectfully submitted,

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**TERRANCE MANNING, Secretary**

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