CITY OF EL SEGUNDO JOINT SPECIAL MEETING OF THE CITY COUNCIL AND DISASTER COUNCIL MEETING MINUTES

TUESDAY, JULY 24, 2012 - 8:30 A.M.

CALL TO ORDER ~ Mayor Carl Jacobson at 8:30 A.M.

FLAG SALUTE

ROLL CALL

The Mayor communicated that the proper protocol in announcing and posting any City Council meeting was not performed and in compliance with the Brown Act, three members of the City Council may only listen and observe but were not allowed to speak or take part.

City Council

Mayor Carl Jacobson	-	Present
Mayor Pro Tem Suzanne Fuentes	-	Present
City Council Member Bill Fisher	-	Present
City Council Member Dave Atkinson	-	Present
City Council Member Marie Fellhauer	-	Present

Disaster Council

Mayor Carl Jacobson	-	Present
City Council Member Bill Fisher	-	Present
City Manager Greg Carpenter	-	Present
Chief Kevin Smith	-	Present
Chief Mitch Tavera	-	Present
Public Works Director Stephanie Katsouleas	-	Present
Captain Brian Evanski	-	Present
Captain Bob Turnbull	-	Present
Lieutenant Scott Doukakis	-	Present
El Segundo Unified School District Superintendent Geoff Yantz	-	Present

PUBLIC COMMUNICATIONS

None

A. MINUTES from Disaster Council Tuesday, May 22, 2012 ~ Approved

B. UNFINISHED BUSINESS

Review of current staff efforts and status report on City's emergency readiness and capability.

1. <u>Update by the Fire Department – Fire Chief Kevin Smith</u>

Prior to the agenda items, Chief Smith acknowledged and introduced Rebecca Christy from the Business and Industry Group.

- a. Southern California Edison Planning and Preparation for a Severe Wind Event
 - Edison is addressing some of the issues from the November 2011 wind event.

- In an effort to address repair needs in the event of a significant event, Edison is training all of their supervisors in the incident command system with the intent of being able to put said folks in city or county EOC's.
- They also plan to establish an 800# for designated city officials to call into for information regarding long term repair plans and timing. It is not an 800# for the public.
- Edison requested direction on the following:
 - 1. City distribution sites --where Edison may deliver supplies to the public such as dry ice, flash lights, batteries and to operate at providing what Edison sees as a necessity-- in the event of a long term power outage in an effort to address the public's needs.
 - 2. Identify critical facilities within City's ownership we would like to get powered first. Director of Public Works, Stephanie Katsouleas and Chief Smith's primary conversation determined pumps, water, and sewer are key infrastructure, some of which have built in emergency power supply back up. Most critical part is that the sewers are not backed up and supply of water is in operation.

Chief Smith will invite Scott Gobble from SCE to out next Disaster Council Meeting for clarification.

- b. American Red Cross 28th Annual Disaster Preparedness Academy
 - Made all aware of the American Red Cross' 28th Annual Disaster Preparedness Academy on October 10 at Anaheim Convention Center and provided information.
- c. El Segundo CERT Association Leadership
 - Updated all on what's going on with the program, regarding the leadership change, and that an upcoming CERT class offered by both the Police Department and the Fire Department is to begin on September 12.

2. Update by the Police Department – Police Chief Mitch Tavera

Prior to the agenda item, Lt. Doukakis gave the Disaster Council an update on the COOP Plan. It is due to being finalized within the next two to three weeks. The final plan will be presented to the Disaster Council first for review, edit, and approval and then to the City Council for approval.

- a. A short presentation by Kiran R. Magiawala of the American Red Cross regarding "Prepare LA"
 - Dr. Kiran R. Magiawala, Community Ambassador for the LA Region, made a presentation about Red Cross and introduced Red Cross' new campaign named Southern California Prepare LA Campaign.
 - Dr. Magiawala requested for shelter space, food storage areas, and a proclamation from the City, if the City feels it is right. The Mayor said that we will be in touch in the near future and we'll see what our proclamation list is each month.
 - Q&A ensued and as a result, Dr. Magiawala will be sending Red Cross' list of shelter spaces and food storage areas in the City of El Segundo, as per the Disaster Council's request.

3. Update by the Public Works Department - Director Stephanie Katsouleas

Tablet – Updated all on rollout success of the product. Out of the gate, it's everything we wanted it to be: capability, enables productivity, helps prioritize, and saves staff time.

Sewer Dept – Once a month, Public Works goes through a bypass drill so that in case of an emergency at all stations, staff are familiar, and able to respond faster and faster each time.

Conversion Schedule for September Funds – Clarified last month's statement that 90% of all our radios are done towards FCC conversion. Corrected statement with accurate information that Public Works is 90% capable but not yet all converted. Complete conversion is scheduled for September. Council Member Bill Fisher requested that Stephanie Katsouleas present cost for approximately 30+- radios at next Disaster Council meeting.

Preliminary Seismic Assessment Fire Station – Met with Mel Greene, Structural Engineer. Had a walk thru and the news is great. Building built in 1951 with the add-on's in the 80's that then triggered some retrofit of the 1951 building. Initial assessment is that building is in great condition, technically, structurally we could choose nothing as an option but his recommendation is that we could do some minor bolting and strapping to really nail the structural elements of it. If earthquake hits today, we'd need to be within 100% code and we're probably at 90% right now. Mel Greene was pretty confident that our building will not collapse but that we may experience some cracks that we would not experience, if we were at 100%. Probable cost estimate coming soon. Once final report is received, it will be presented to Council.

4. Update by the El Segundo Unified School District - Geoff Yantz

PTA are always involved with emergency preparedness with schools and contributed \$1k to each school to update their emergency supplies, which is usually completed every two years.

5. Update by the El Segundo Business and Industry

Meeting today at 10:00 a.m. hosted by Karl Storz with a huge attendance of 18 organizations versus the normal 5-6 organizations that RSVP with only 2 of those organizations that RSVP'd attend.

Agenda to include preparing, motivating, and training non-responders, business level, typical first people on scene to respond; Red Cross presentation.

Thanked Disaster Council for the invitation.

D. NEW BUSINESS

None

E. SCHEDULE MEETING

The next Joint Special Meeting of the City Council and Disaster Council is scheduled for Tuesday, September 25, 2012 at 8:30 A.M.

ADJOURNMENT - Meeting Adjourned at 9:30 A.M.