



AGENDA DISASTER COUNCIL

City of El Segundo
El Segundo Police Department
Emergency Operations Center (EOC)
348 Main St., El Segundo, CA 90245

Tuesday, January 24, 2017, 9:00 A.M.

The City Council, with certain statutory exceptions, can only take action upon properly posted and listed agenda items.

Unless otherwise noted in the Agenda, the Public can only comment on City-related business that is within the jurisdiction of the City Council and/or items listed on the Agenda during the **Public Communications** portion of the Meeting. The time limit for comments is five (5) minutes per person.

Before speaking to the City Council, please come to the podium and state: Your name and residence and the organization you represent, if desired. Please respect the time limits.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact City Clerk, 310-524-2305. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

CALL TO ORDER – CITY COUNCIL

CALL TO ORDER – DISASTER COUNCIL

FLAG SALUTE

ROLL CALL – DISASTER COUNCIL

Mayor Suzanne Fuentes
Mayor Pro Tem Drew Boyles
City Manager Greg Carpenter
Emergency Manager Consultant Matt Hallock
Fire Chief Christopher Donovan
Police Chief Mitch Tavera
Police Captain Brian Evanski
Police Lieutenant Jaime Bermudez
Public Works Director Ken Berkman
El Segundo Unified School District Superintendent Dr. Melissa Moore
El Segundo Unified School District Human Resources Director Dr. Dylan Farris

PUBLIC COMMUNICATIONS – (Related to Disaster Council Business Only – 5 minute limit per person, 30 minute limit total). *Individuals who have received value of \$50 or more to communicate to the Council on behalf of another, and employees speaking on behalf of their employer, must so identify themselves before addressing the Council. Failure to do so is a misdemeanor and punishable by a fine of \$250.*

- A. MEETING MINUTES from October 25, 2016.** It is recommended that the Disaster Council approve the meeting minutes from October 25, 2016.

B. UNFINISHED BUSINESS. For all items listed below, it is recommended that the Disaster Council consider (1) receiving and filing the oral or written reports; and (2) take such additional, related, action that may be desirable.

1. Review of current staff efforts and status report on City's emergency readiness and capability:
 - a. Emergency Management Update-Chief Donovan
 - 1) CERT Update
 - 2) SERT Update
 - 3) EDAC Update
 - 4) Public Information Officer (PIO) Update
 - b. Fire Department – Report
 - 1) Active Shooter/Unified Response to Violent Incidents (URVI) Training
 - c. Police Department – Report
 - d. Public Works Department – Report
 - e. El Segundo Unified School District – Report
 - f. El Segundo Business and Industry – Report

C. NEW BUSINESS

1. Recruitment for full-time Emergency Management Coordinator

ADJOURNMENT

POSTED:

DATE: 01/19/2017

TIME: 2:00 p.m.

NAME: Carol Lynn Anderson

CITY OF EL SEGUNDO
DISASTER COUNCIL MEETING MINUTES
TUESDAY, OCTOBER 25, 2016 – 9:00 A.M.

CALL TO ORDER ~ Mayor Suzanne Fuentes at 9:05 A.M.

FLAG SALUTE

ROLL CALL

City Council

Mayor Suzanne Fuentes	Present
Mayor Pro Tem Drew Boyles	Present

Disaster Council

Mayor Suzanne Fuentes	Present
Mayor Pro Tem Drew Boyles	Present
City Manager Greg Carpenter	Present
Emergency Manager Consultant Matt Hallock	Present
Fire Chief Christopher Donovan	Present
Police Chief Mitch Tavera	Present
Police Captain Brian Evanski	Absent
Police Lieutenant Jaime Bermudez	Absent
Public Works Director Stephanie Katsouleas	Present
El Segundo Unified School District Superintendent Dr. Melissa Moore	Present
El Segundo Unified School District Human Resources Director Dr. Dylan Farris	Present

PUBLIC COMMUNICATIONS ~ None.

A. MINUTES from Disaster Council Tuesday, July 26, 2016 Approved

Motion: Suzanne Fuentes;
Seconded: Drew Boyles

B. UNFINISHED BUSINESS

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

a. Emergency Management Update-Chief Donovan

1) Local Hazard Mitigation Plan Update

Chief Donovan stated the Local Hazard Mitigation Plan is still with FEMA for review. Chief stated he would follow-up with FEMA on the status of the plan review.

2) EOC Training and Exercise Update

Chief Donovan stated Matt Hallock has been working with EOC staff on position training. Recently they brought in operations, logistics and finance. Chief Donovan shared the City participated in the Great Shake Out held on 10/20/16 at 10:20 a.m., as well as participated in a table top exercise. Employees at City Hall were instructed to go underneath their desks and then eventually evacuate the building. Chief Donovan stated even he participated at his Chief's meeting by going underneath the tables. The table top exercise was developed by Matt Hallock and walked participants through a scenario of how a disaster would unfold and how we would act in the EOC. Chief reiterated to the group this process begins with crawling, and then walking and eventually running. We are currently in the crawl stage. The skills are perishable

B. UNFINISHED BUSINESS

and therefore, we will perform more drills and eventually have a live EOC drill. Mayor Pro Tem, Drew Boyles, recommended having a semi-annual drill while Mayor Fuentes suggested an unannounced drill, for example at a Council Meeting.

Chief Donovan reminded the group we are going in the right direction and we have opportunities for improvement and the right time to correct deficiencies. Part of correcting deficiencies includes Matt going through the EOC to either upgrade the equipment, identify needs to bring in some hardware, and software updates (e.g. Web EOC). The good news is we have motivated staff and a great room to set up an EOC and that's 90% of the battle.

3) EOC Improvement Status Report-None

4) Emergency Management Activities

The El Segundo Fire Department is coordinating with the El Segundo Unified School District to host a SERT training with school district personnel. We are taking the community (C) curriculum and modifying it for the school (S) environment. Fire Engineer, Geoff Gerny is taking the lead on this project and will host SERT dates in November and December:

Dr. Farris shared the school district is still trouble-shooting dates around the parent/teacher conference. He stated, we have a budget for staff to attend. During the fair we had a recruitment list for the SERT and we will be scheduling upcoming training classes and re-invigorating the SERT program. The goal is to have three separate but connected programs: CERT (community); SERT (school) and BERT (business).

Mayor Fuentes asked, who is our business representative for this council? No one was identified, although Greg said it's been a while since a business member has attended this meeting. It was believed someone from Karl Storz or Mattel. It was recommended to contact Phil Buckley or Marsha from the Chamber.

Mayor Pro-Tem Drew Boyles asked if we could start tracking who is CERT/SERT trained and provide numbers on a frequent basis along with Public Information Officers (PIO's). Drew stated, we should do a semi-annual in conjunction with the school district. We need to grade ourselves on our response and publish our findings. Mayor Fuentes agreed and stated, she has wanted this for years.

It was recommended that Chief Donovan come in and speak about what to do should an actual earthquake be occurring immediately. Dr. Farris felt Chief Tavera would agree with him on this and that we should focus on an active shooter scenario versus an earthquake scenario. He went on to say that when we have had to enact an emergency response we have had to implement a lock down. Mayor Fuentes stated she agrees but not at a Council meeting. Chief Donovan shared he recently participated in an active shooter scenario with Los Angeles Air Force Base. Mayor Fuentes asked, what lessons were learned? Chief Donovan stated, we went into Unified Command and discovered communication issues. We discovered there was cross-over and the team was gathering in the same location creating a potential for cross fire.

Chief Donovan went on to discuss the importance of how we communicate with the units. Fire is used to giving tactical commands or commands within a geographical area. We have to stream line for active shooter. We are now accredited to carry the hemorrhagic shock devices in the event we have to be deployed to an active shooter situation.

B. UNFINISHED BUSINESS

SWAT team paramedics are embedded in the program and actually went on an incident on 10/24/16. Greg added, it was Redondo SWAT members that were at a training nearby and shot gas to get the suspect to surrender. Greg said, the concept of the SWAT team paramedic came out of the Fire Department and it is great the Police Department embraced our people and fostered this program.

Greg would like Chief Donovan to talk about disaster preparedness. Mayor Pro-Tem, Drew Boyles, suggested clarifying what should be done if there's an emergency and possibly place it under the City Manager's report.

b) Fire Department – Report

Chief Donovan came late into the meeting as he was at an incident at Chevron. Chief shared there are a lot of similarities between Torrance refinery and Chevron's refinery. The incident we had was a high pressure flange and flammable liquid. There was a leak in the flange and it took a while to get the pressure down. In the middle of the refinery we set up a Unified Command and set up ground monitors and began flowing water. Chevron is in the process of fixing the flange now and the El Segundo Fire Marshal is still on site for the CUPA (environmental) side of things. All in all it was a smooth operation.

Chief stated, interestingly, Chevron has had a relationship with our community and internally with safety. They were awarded the #1 safety award for petroleum handling. They had a governmental unannounced inspection with EPA, and state partners. The Coast Guard walked into their facility and said, this is an official drill, initiate steps you should take for an offsite tanker spill. Chevron went through their operations, set up their EOC and was functional and doing situational awareness. They have captains that pilot boards, boats were about to go out to the spill and they contacted all of their local partners including initiation with their clean up vendor. In less than an hour the head Coast Guard personnel said they did a great job and how quickly Chevron staff stood up. Chief Donovan stated that what he has found each time we go into their refinery is how professional they are and their approach to safety is beyond reproach. Chevron has a lot of back-up processes and redundancies that assists in their safety operations. From my perspective Chevron understands that ESFD has the lead and they understand this. As I expressed we don't have a bias and we make interests in community safety and they understand and respect this.

The Mayor stated in the past there was an oil leak on our beaches and Chevron set up their center and set up tours for local assembly members. They were wonderful and transparent.

c) Police Department – Report

Chief Tavera thanked Stephanie for her assistance at the 10/24/16 incident that coincidentally occurred at the same time Obama was in town. Due to the scenario ES Police Department notified via telephone LAX's dispatch center. Chief commented the sheriff's helicopter, public works, and fire department all assisted us yesterday.

Drew Boyles inquired about the drones for the City. Chief Tavera stated, it's the decision as to whether we hire contractors or train our own people on the use of drones. I think the issue we will have is getting clearance from LAX. Every time we fly we have to notify LAX and potentially all surrounding airports. He went on to add, then you have your Helipads. Chief Tavera stated, one of these days we will get geo fencing. Greg Carpenter added, in order to use drones we need to adopt a working ordinance with the National League of Cities.

B. UNFINISHED BUSINESS

d) Public Works Department – Report

Stephanie stated Public Works participated in the Disaster Fair. She commented while trying to prepare for a disaster public works cleans out storm drains every September/October. At this time, the long range forecast is potentially dry (rain but not significant). Stephanie added, the Governor will come out in January with new conservation standard plan. Greg Carpenter shared Public Works recently purchased an additional Jetter truck (that jet sewer lines). Public Works has two teams and two sets with one team performing jetting and can get in smaller areas. Mayor Fuentes questioned whether this process requires notification to everyone. Stephanie shared these are isolated events and feels it would generate more concern and angst, therefore, they focus on the affect area only. Stephanie reported Ken Burkeman will be the interim Public Works Director as she is leaving next week.

e) El Segundo Unified School District – Report

Dr. Farris shared they update their safety plan every year and the district also participated in the Great Shakeout last week. The school district kept it truncated to avoid student exposure to the heat. Search and rescue teams were deployed. Dr. Farris went on to add, ESUSD is happy to work with the Fire Department (e.g. Chief Donovan, and Battalion Chief Bonfield). With the support of ESFD the District will be kicking off SERT training mid-November.

Dr. Farris shared the school district put out a newsletter and will be providing CPR and first aid training. Classified employees such as instructional aides will be receiving CPR training while high school students will be receiving a 15 minute primer in the event someone is in distress.

Dr. Moore shared ESUSD is sponsoring a Cyber-bullying discussion that will be held on Thursday 10/27/16 at 6:00 p.m. in the Performance Arts Center.

f) El Segundo Business and Industry – Report

None.

C. NEW BUSINESS

1. Community Disaster Preparedness Fair – Chief Donovan

Matt Hallock provided feedback regarding the Disaster Fair held on October 15, 2016. Matt shared, by all accounts it was very successful. Residents and vendors were pleased with the purchases residents made and the demonstrations on how to turn off the utilities, as well as fire extinguisher training. The side-walk CPR was another hit. All in all it was a very big event for the City and to partner with the community. It is estimated several hundred people came in. The Mayor added, it was steady all day and we had great feedback.

All departments came together and we are hoping this will be an annual event. The Mayor said it would be neat to be a bi-annual event. People said they didn't know about it and yet we talked about it, and there was advertising. Stephanie said if you advertise in advance, we place items in the Parks & Recreation flyer. You could also couple this event with another event (e.g., Richmond Street Fair) or advertise at those events said Mayor Fuentes.

D. SCHEDULE MEETING ~ The monthly Disaster Council meeting is scheduled for Tuesday, December 13, 2016 at 9:00 a.m.

E. ADJOURNMENT – There being no further business the meeting adjourned at 9:53 a.m.