



AGENDA DISASTER COUNCIL

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

Tuesday, April 11, 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 January 24, 2017.** It is recommended that the Disaster Council approve the meeting minutes from January 24, 2017.

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 – Report
 - b. Fire Department – Report
 - 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
2. Hazard Mitigation Plan
3. Disaster Service Worker Training for all employees
4. CERT update
5. EOC updates

ADJOURNMENT

POSTED:

DATE: 04/05/2017

TIME: 2:00 p.m.

NAME: Carol Lynn Anderson

CITY OF EL SEGUNDO
DISASTER COUNCIL MEETING MINUTES
TUESDAY, JANUARY 24, 2017 – 9:00 A.M.

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

FLAG SALUTE

ROLL CALL

Disaster Council

Mayor Suzanne Fuentes	Present
Mayor Pro Tem Drew Boyles	Absent
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	Present
Police Captain Bob Turnbull	Present
Police Lieutenant Jaime Bermudez	Absent
Public Works Director Ken Berkman	Present
El Segundo Unified School District Superintendent Dr. Melissa Moore	Absent
El Segundo Unified School District Human Resources Director Dr. Dylan Farris	Present

PUBLIC COMMUNICATIONS ~ None.

A. MINUTES from Disaster Council Tuesday, October 25, 2016 Approved

Motion: Suzanne Fuentes;
Seconded: Greg Carpenter

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) CERT Update

Chief Donovan reported the next CERT class will be held in March. Fire Engineer Geoff Gerny is leading the CERT program and is working on getting the word out about training with the hopes to host a social/educational seminar and meet at the fire station to get people interested and motivated. They are still trying to locate the database for notification purposes.

2) SERT Update

Dylan reported 19 people attended the SERT training at the school district. Lots of good feedback from everyone who participated. He complimented Geoff Gerny on his creativity. Training included fire suppression, and search and rescue training practices. The school district opted for a 2 week crash course with five afternoon sessions and 1 Saturday session. Chief Donovan suggested having 2 hour modules spread out over a longer period of time for future trainings. Chief will have Geoff Gerny contact Dr. Farris about teaching CPR with in-house staff. Dr. Farris also advocated that Super CPR be performed at the High School. We need support on looking at better preparing the students about basic first aid and how to prepare for disaster and we will present that to the school in the future. Mayor Fuentes stated, since we have

B. UNFINISHED BUSINESS

a lot of young people attending Super CPR maybe we may want to investigate potentially securing grant funding for training with Chris Cagle.

Greg asked, should we form a sub-committee to help SERT enrollment? There is a key performance indicator to have more certified individuals in the community. Mayor Fuentes said the Emergency Manager position is responsible for those duties, along with Ham radio training and the Great Shakeout and other events. Greg stated we were going to add CERT and SERT as key performance indicators.

Chief Donovan shared with the group that SERT/CERT has been dormant. Currently, Battalion Chief Bonfield is overseeing disaster preparedness. Geoff Gerny reached out to 50 individuals with 13 people responding and enrolling in the program. Geoff has also been working with IT on rolling out the CERT website. With enough push from stakeholders we will see the program flourish again.

Greg wanted to know how many went through the program previously. Chief Donovan shared, we need to go through the databases to find all of the past participants. Unfortunately, at this time, the baseline is the best we can come up with but Gerny is being proactive. Chief Donovan shared that he's not opposed to a subcommittee. With the website and outreach it will take a life of its own and the subcommittee may not be necessary. Also, with Key Performance Indicators (KPI), there are several opportunities with all classes being important to us moving forward.

3) EDAC Update

The BERT program will be on the 2/15/17 agenda and held at Karl Storz location. Chief Donovan to make a presentation with 2 outcomes: 1) participate in these meetings moving forward and 2) advertise BERT and employee training. If we can pick a business and do a good job then maybe we can get more businesses interested.

4) Public Information Officer (PIO) Update

Chief Donovan stated CSTI is still the best program for Public Information Officer training. Both the training and feedback is good and in a career of training it's the finest training ever. Chief Tavera can arrange press coverage with City Attorney. Chief Donovan inquired with CSTI but it was cost prohibitive (\$35,000), therefore, we are going to try and secure a few slots at the 3-day training held by the Los Angeles County Office of Emergency Services. Greg inquired as to how many people in the City have PIO training? Chief Tavera stated all of the Lieutenants and Captains in the Police Department have PIO training. We are unable to go forward with training due to the Governor's budget. The Mayor stated, Captain Evanski did an excellent job.

B. UNFINISHED BUSINESS

b) Fire Department – Report

Chief Donovan showed the Disaster Council a training video offered by the Los Angeles Area Regional Training Group (part of the Los Angeles Area Fire Chiefs Association) on Active Shooter/Unified Response to Violent Incidents (URVI). This is the latest video offered by RTG with a total of four videos created thus far. The video provides an example of active shooter and the mind shift with Fire personnel now going into the hot zone with the Police Department. This video is being disseminated to 9,000 firefighters in the region.

There's a whole other piece to this type of training. Firefighters already know how to perform assessments but now supply kits have new markings (e.g., is patient viable or not). Training begins with a classroom session and the various roles and then goes to real life training in the field. Greg inquired about an active shooter training at City Hall. Mayor Fuentes stated since City Hall is wide open, do the Firefighters have vests. The answer is yes, but no helmets. Chief commented that we are taking active shooter to the next level. We have great relationship with the Police Department and therefore, we are better prepared. Public Works role is to provide perimeter road and hard closures.

Chief transitioned to the update on the EOC. Matt is currently working on EOC software updates and updating the room. It is recommended that we install new computers and cabinetry. The EOC is still awaiting a new roof. There are new bids and layouts for this room. There's still pending licensing discussion regarding Web EOC and conversion continue in the area related to a new EOC management software. Training will ensue with critical staff upon completion of repairs and software updates. We are looking forward to next Shakeout in October, which will include a function exercise with City staff, with hopes of having EOC Management software in place.

Local Hazard Mitigation Plan (LHMP): 1) FEMA wanted to know of any updated to the LHMP in the past five years, therefore, Matt had to put together information and re-submit. 2) FEMA also wanted to know who is responsible for the new draft. In the updated LHMP that was submitted, FEMA's concern was that throughout the document, there was no indication of who actually was responsible for the content. Matt went through the plan and edited it, giving credit to the Emergency Management Coordinator. FEMA requires that the LHMP be submitted and approved by them prior to any council action. Our plan was approved and adopted by council prior to FEMA approval. Matt edited the adoption currently in the plan and placed a DRAFT watermark over it and specified such. The update that was submitted did not outline what mitigation actions have been completed, abandoned, stalled. Matt provided Chief Donovan with that list and he updated it with a current status. That information was included in the re-submittal. Language was also added to the plan to include Chevron and their impact given an earthquake. Matt was provided access by Chevron and went in to their Emergency Plan and added what their actions would be and what it is the City of El Segundo does in conjunction with Chevron to mitigate any potential issues given an earthquake.

Chief Donovan stated he met last week with South Bay Area G to see if they would be willing to take the lead and find out what Area G software is best and put a plan together to submit a grant funding request for the purchase of this software under the 2018 Homeland Security Grant Program (HSGP) funding. The goal would be to get support to have grant money to fund the purchase for all EOC's within Area G which then sets the stage to lend people back and forth on a mutual aid request.

Greg inquired about Chevron needing our assistance? Chief stated there is a new state mandate, as part of the accidental release program (CUPA), mandating new regulations for refineries under CCR Title 19, Division 2, Chapter 4.5, Article 6.5 (Referred to as Program 4 Prevention Programs). In essence, the refineries are now required to increase safety information, process hazard analysis,

B. UNFINISHED BUSINESS

safeguard protection analysis and communicate with the community on happenings within Chevron. It was decided the City should take the lead and stay on task with State regulations. The Environmental Safety Consultant, Steve Koester, is attending a series of training classes and then we will establish a certified program, funded through refinery, with funds to the City. Steve Koester has done a great job putting us up to baseline.

- c) Police Department – Report
Chief Tavera reported he is taking a report to the next Council meeting to purchase vests with asset forfeiture funds. Due to the recent rains Chief Tavera reported his frustration over losing all of the hardware as well as the TV's have been damaged due to water. Public Works is trying to obtain a consultant. Unfortunately, the bid has gone out twice. Greg mentioned we are bringing in an expert. The Mayor stated we need to get the roof completed.
- d) Public Works Department – Report
Ken reported El Segundo has a rain gauge and it went from 6 inches to 11 inches. There are plenty of leaks on City facilities. The storm drain system has been good. The pumps are functioning well despite the amount of rain and time and intensity we have had. The pumps at Center and Eucalyptus were going but couldn't keep up with the rain. The Mayor thanked Ken for the working with the Police and Fire Departments and finishing repairs due to the potholes that were created. Greg stated, speaking of rain, Sam's group (B&S) went out and did a very good job in preparing for the rain.

Discussion ensued about the location of sand bags and where to obtain them. Matt will provide a video on how to lay/stack sand bags in order to be uploaded to the City's website. Captain Turnbull mentioned Police utilized Everbridge to provide information to the community.

- e) El Segundo Unified School District – Report
None.
- f) El Segundo Business and Industry – Report
None.

C. NEW BUSINESS

- 1. Recruitment for full-time Emergency Management Coordinator – Chief Donovan

D. SCHEDULE MEETING ~ The monthly Disaster Council meeting is scheduled for Tuesday, April 11, 2017 at 9:00 a.m.

E. ADJOURNMENT – There being no further business the meeting adjourned at 10:00 a.m.