

CITY OF EL SEGUNDO
DISASTER COUNCIL MEETING MINUTES
TUESDAY, FEBRUARY 13, 2018 – 11:00 A.M.

CALL TO ORDER ~ Mayor Suzanne Fuentes at 9:03 A.M.

FLAG SALUTE

ROLL CALL

Disaster Council

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| Suzanne Fuentes, Mayor | Present |
| Drew Boyles, Mayor Pro Tem | Absent |
| Greg Carpenter, City Manager | Present |
| Randal Collins, Emergency Manager | Present |
| Christopher Donovan, Fire Chief | Present |
| Bill Whalen, Police Chief | Present |
| Jaime Bermudez, Acting Police Captain | Present |
| Vince Martinez, Police Sergeant | Absent |
| Ken Berkman, Director Public Works | Absent |
| Dr. Melissa Moore, El Segundo Unified School District Superintendent | Absent |
| Dr. Dylan Farris, El Segundo Unified School District Human Resources Director | Present |

PUBLIC COMMUNICATIONS ~ None.

A. MINUTES from Disaster Council Tuesday, July 18, 2017 Approved

Motion: Chief Donovan
Seconded: Chief Whalen

B. UNFINISHED BUSINESS

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

a) Emergency Management Update-Randall Collins
None.

b) Fire Department – Report
Chief Donovan updated the group on the Interoperability Network of the South Bay (INSB). The INSB is the new emergency radio communication and we are on track to migrate to the system at the end of this year. The system included a cell site in El Segundo at Chevron. It was determined this site was not sufficient enough so we are working with Public Works to utilize the water tower. We have technicians coming on site to ensure everything is appropriate for security, installation and size of building, and air conditioning. A motion will go forward at the next INSB meeting to move from Chevron to El Segundo's water tower. There is no cost to El Segundo and the radio system coverage will improve. Installation will be on the actual water tower (water tank). The tower will have two microwave dishes and an antennae at the top. We will camouflage the equipment to match the tower with the same colors. Everything will be underground in the building for security purposes. Site security is still a concern. Funds cannot come from this project but that's a bigger discussion as well as site security for the entire City. The reason I bring it up is that we included the EOC to have capability and will tie into the network.

c) Police Department – Report
None

- d) Public Works Department – Report
None.
- e) El Segundo Unified School District – Report
None.
- f) El Segundo Business and Industry – Report
The Council recommended to identify a private sector representative to the council. Randy will coordinate with Barbara Voss, the Director of the Economic Development Advisory Council (EDAC) to identify someone. Discussion ensued about other opportunities for participation from the business community including the monthly security partnership meetings, and the Wiseburn Unified School District as their site is identified as a Red Cross shelter. Chief Whalen has an email distribution list that can be utilized for outreach purposes, and Randy will coordinate contact with Wiseburn School District.

C. NEW BUSINESS

1. All-Hazards Incident Management Team Project
Randy distributed a handout reflecting the individuals identified for All Hazards Incident Management Team training. The following have been categorized as follows:
 - a. Purple: 3 vacant positions
 - b. Red: Pending completed training 100/200/700
 - c. Yellow: Pending completed training 300/400
 - d. Green: Pending completed training 0-305/900

Randy asked the group to notify him should they know of any candidates able to fill the vacant positions. Randy shared he found a provider for the All Hazards specific training in the Sacramento area. Dave Davis (Finance) and Aaron Corkins (PD) is working on getting all settled and ready to go to that training. Randy expressed his excitement for people getting trained.

2. Community Emergency Response Team (CERT) Project
Randy expressed gratitude for Fire Engineer, Geoff Gerny, for his efforts with the CERT program. He also commended Laurie Risk from the Police Department whose efforts to gain more interest in the CERT class helped avoid cancellation of this very important class. Laurie was able to pull in more individuals (9 total), but this was enough to have the class and declare a win!

Randy shared they have started an online training program (via Target Solutions) and purchased enough licenses to provide didactic training that is more conducive to getting everyone trained. Then there will be a day of practical training to allow for more people to participate on their time and then we know they have mastered the training (via practical). Mayor Fuentes stated, she sees the benefit of online but she fears the lack of connection portion. Randy responded by stating, the goal is to have more focus on the CERT program (e.g., fire extinguisher training) and bringing participants in for those types of events. Randy said he's looking forward to more opportunities for networking beyond just the training. Chief Donovan shared Geoff Gerny is looking into having CERT socials as well as performing full drills to keep CERT members engaged.

Chief Whalen told Randy he could present at the Citizens Police Academy. Mayor Fuentes stated she wants those graduates to come in to be recognized for classes 1-3. Likewise, we need to recognize those residents that make El Segundo a safer city. The group agreed

there is a need to get volunteers before Council for "Recognition Day." Possibly have a reception in the lobby before we begin the Council meeting. Lastly, the group recommended getting the HAM operators engaged as this is the oldest and most reliable form of communication.

3. Disaster Service Worker Project

Randy shared his perspective on getting the Disaster Service Worker prepared for disaster. First, we must focus on all employees and how we are preparing all employees to prepare themselves and to come to work while having meaningful duties during times of disaster. Secondly, getting volunteers and protections via Workers' Compensation and to this point, we are only focusing on CERT workers. Unbeknownst to me, they are not connected. Who has the ability to swear them in? For volunteers, we need to do a little better on State statutes and City codes. We really need to delegate that authority to the appropriate people. This has to come from this Council. Randy recommended giving the Emergency Manager and CERT Coordinator the ability to swear in at the end of the training. Being sworn in advance of a disaster. We don't want to mess around with volunteers (spontaneous volunteers). Is there an action to activate these individuals asked Greg? Randy stated, the mechanism we would use is via the Public Information Office (PIO) routes. We need to activate via Everbridge in the future to activate them.

Chief Whalen suggested including the Incident Commanders having designation to swear in. Randy liked Chief Whalen's recommendation but stated, this doesn't have to be decided today as we need to obtain feedback from the City Attorney. Greg confirmed this is a gray area and we should obtain clarification for standard operating procedures while memorializing the decision, and understanding those sworn in and the activation process. Randy to work on this before the next Disaster Council meeting.

Randy shared 35 people went through the awareness course. We are trying to touch all of our employees with exemptions of Police and Fire. There are higher levels of training for them. We are watching active shooter videos, while talking about immediate action and what to do to mitigate events. We are talking about earthquakes, and hazardous materials. Randy is still working on standard operating procedures and drills including but not limited to the areas of suspicious object/package and bomb threats. The Disaster Service Worker training will emphasize kits at home, and in the car. Randy the emphasis will be yourself and family come first. Communication is most important!

Randy discussed the worst case scenario where by schools are not going to be in session and daycare will be closed as well as pet care services. That being said, you are going to be tasked with coming to work and you need to have a "Go Pack" that includes a laptop different job aides to complete the job. Randy is currently looking at the budget to fund the go kits for all employees. Also, there a video where it talks about employees coming in from all over making it difficult to get back home during the work day. Randy emphasized we need to plan for the marathon than the sprint.

4. 1st Responder Homeland Security and Emergency Management Training

Randy stated there are no updates other than notifying the group of the various types of training available including center for domestic preparedness, niche training (e.g., weapons of mass destruction), vehicle borne IED and instruction training courses. There is radiation training in Nevada as well as at Texas A&M and LSU. Randy would love to get our responders to experience homeland security training while maintaining balance between budgets and staffing levels. Randy shared his bigger concern is with capability. A higher price tag with PPE etc. then on top of that would come OSHA mandated FIT testing. These come with price tags. Maybe consider doing some cost sharing. But important to send staff

for the training for awareness. Until we outfit our people with Personal Protective Equipment (PPE), we will have to isolate, contain and then call the National Guard and Los Angeles County's Hazardous Materials teams to deal with situation.

5. Critical Infrastructure Program

Chief Donovan reported prior to Randy starting with the City, members of Council toured the Joint Regional Intelligence Center (JRIC) and during that visit they stated they could provide critical infrastructure assessment for the City free of charge.

6. Public Outreach Campaign

Randy is utilizing social media to outreach to the public as well as putting things in the City's newsletter. Randy will advertise more often to ensure more people are in attendance at the Emergency Preparedness Fair. This fair will be the same as last year.

7. Emergency Alert and Warning

Randy distributed the Everbridge Nixle diagram that reflects the notification process during an emergency to the residents and business community. See attached.

The Mayor shared concerns from the Montecito incident whereby the power went out and the public didn't know they were under mandatory evacuation. Communication will be extended via social media, a.m. radio, updates on the website and El Segundo T.V. It was reported that it is easy to broadcast on a.m. frequency as another route to citizens and businesses. If the emergency alert system is tripped it will also trip the iPod system. They define the proximity (e.g., amber alerts county wide), but has to be activated on the phone.

8. Area G Administration

Randy reported that Greg Carpenter is now the Interim Chair and will coordinate with Area G Administration under Jeff Robinson. Randy's initial assessment is that we can expect and ask for more from Area G cities. The group would like to extend an invitation to Area G representatives. Likewise, Supervisor Hahn's representatives would be interested in that aspect.

Chief Whalen shared his perspective of Area G support. He stated, Area G is not like every operational area. Police work well together and it's a resource we need to take advantage of.

9. Crisis Management System Purchase

Randy stated a pitch was made to obtain software through the Homeland Security Grant Program (HSGP). There are a lot of areas in the County that are interested in this software and it was recommended to make it one large project. El Segundo was asked to be the fiduciary agent. Los Angeles County through the HSGP would give us the money approaching \$500,000 to make this particular purchase. Seeing the value in that and for our own purposes in Crisis management, we will start off with a web-based Request for Information (RFI), put together a committee that includes other communities to evaluate the information and that committee will develop a Request for Proposal (RFP) in order to pull the trigger for the money to be given to us in 2019. This will fund for 2 years and then every City would have to provide their own money to fund it. There's 2 years to test out the software to see if it's worth wild. Los Angeles County may possibly transition from their system (ORS) to the new system. The operational area could transition in four years.

Randy stated, finally, circling back to the Emergency Management Report, was invited by International Association of Fire Chiefs (IAFC) to speak at a conference in Bahrain on

04/10/18 through 04/12/18. The International Association of Fire Chiefs is picking up the tab. This is an excellent opportunity to go out there and talk about Incident Management Teams as seen on the world stage.

- D. **SCHEDULE MEETING** ~ The monthly Disaster Council meeting is scheduled for Tuesday, April 17, 2018 at 9:00 a.m.
- E. **ADJOURNMENT** – There being no further business the meeting was adjourned