

several commissions do so however, awards are presented at the meetings and he feels a presentation at City Council would be more appropriate.

In response to Tracy Bonano's question about funding for such award, Commissioner Galbasin felt \$150 to \$200 would cover the cost of the plaque and wording, and the money could be taken from Disaster Council's budget.

Commissioner Siani asked what would the process, or guidelines, be for nominations. Commissioner Glass took a motion for set up of an award procedure.

Moved – Siani. Second – Galbasin. All ayes.

With approval of the motion, Commissioner Glass appointed commissioners Siani and Galbasin to work on the award and guidelines. Tracy Bonano will follow up with finding out if an awards presentation at City Council is possible.

All commissioners agreed that since the Council recognizes September as National Disaster month, this would be a good time for presentation of the award.

B. Discussion: Ways to Enhance Disaster Council Attendance

Ideas and suggestions were discussed for ways to increase attendance at the meetings. Commissioner Galbasin stated it was her understanding that city department heads are supposed to attend or send a representative. When this problem occurred previously, Lt. Megeff sent letters to the departments and spoke at an EPREP meeting. After that effort, there was a 90% response. Tracy Bonano thought communicating with city departments again would be a good idea. Commissioner Galbasin also thought this to be an opportunity in light of the work to be done on the Hazard Mitigation Plan.

Hillary Theyer of the Library had several suggestions to increase attendance: sending e-mail blasts, Facebook, web sites; mailings to HOAs (the Library obtains the list kept by the city clerk); manager's forum. All commissioners agreed, if department heads could not attend the meetings, they should send a designee. Chair Glass asked Tracy Bonano to e-mail or send a message to HOAs (and businesses in the City if possible) as a reminder of the Disaster Council meeting the 4th Wednesday of each month. Commissioner Siani asked about e-mail and personal contacts for the businesses; noting that major businesses such as Mobil, Honda, Toyota, Salvation Army, Red Cross and hospitals have disaster plans. Tracy Bonano agreed there is a need to refresh and explore new opportunities to get the word out about Disaster Council and disaster planning and will follow up.

Old Business:

A. Emergency Operations Plan (EOP) Status

Tracy Bonano provided an update on the EOP. The EPREP Committee is working with it. The main question at this time is how to get the plan to City Council since it is over 1,000 pages and some areas are sensitive which would need redaction. Submitting the EOP Executive Summary to City Council for review and sign off due

to the size of the original document is an option to explore. The City Attorney will be consulted regarding submittal procedure.

B. 2005 Local Hazard Mitigation Plan Status

Tracy Bonano announced the Plan is a new project and will be on the Disaster Council agenda for a while. The current Plan is about 110 pages. Lt. Athan has taken the lead and will be the project manager. The EPREP committee is committed to discuss the Plan and author updates. EPREP will review the Plan 20 pages at a time and shared with participating staff and outside organizations for their comments. The rules require strict adherence and must follow federal government procedures. Public meetings must be held. Lt. Athan has scheduled biweekly meetings with EPREP. Commissioner Galbasin asked if an item has been placed in The Daily Breeze about the meetings. Tracy Bonano advised that Lt. Athan has already placed information on the TPD web site, notices will be sent to businesses and will be in The Daily Breeze. Commissioner Glass recalled it took over a year for each department to go through the plan and they provided updates at meetings. Planning and Transportation had a lot to do with the last one. Paul Besse and the PD took the lead. Tracy Bonano stated it will be completed by the PD and Lt. Athan has all of the meetings scheduled.

Commissioner Glass recalled the previous plan, due to the size of the plan, prior to approval, everyone had a deadline and they had to have a special meeting to vote on it.

C. Review FY 2010–11 Goals

Commissioner Glass stated he likes the goals and objectives as they are; with the target dates ongoing and not placing particular dates on them, they should be ongoing. Commissioner Davis was in agreement with the subjects. A motion was taken by Commissioner Glass, with a second by Commissioner Davis and all ayes.

Orals:

A. Comments from Commissioners

Commissioner Siani commented on the need to get more businesses involved and to the meetings. She questioned how prepared are the businesses here and the need to try to get some education to them about the need to have plans. Businesses such as Toyota and Mobil have plans and preparation, but what about mid-level businesses? Tracy Bonano suggested we provide information with a link to FEMA, as FEMA does have business continuity plans. Commissioner Davis shared her experience as a ham operator and during the last earthquake, which was pretty minor, going around to businesses to see what they know about disaster plans. She found that many did not know anything.

PLCM's Riccardi talked about an event held last month in San Pedro called Co-Preparedness, which is a community response program which includes businesses and neighborhood watch groups, and is the second phase of their business continuity plan. Over 140 attended, and people were very interested in finding out what they could do. He offered his help, his group to educate businesses. Some

middle businesses may not survive a disaster. Commissioner Siani interjected if businesses are more prepared, the less drain on the city and city services. (Riccardi teaches classes in the community to be prepared, which in turn reduces the drain on resources, i.e., hospitals.)

Commissioner Galbasin reported there are 22 students in the 23rd CERT academy, and hopes to have 12 new DSVs from that group. May was a busy month and the City of Torrance is very fortunate to have three volunteer groups who worked the Armed Forces Day events. Tracy Bonano acknowledged the volunteers are greatly appreciated for every event we have.

B. Announcements:

PLCM's Riccardi applauded the Disaster Council for their commitment, and expressed his thanks for their service. He shared that many other cities and groups he deals with do not have a disaster service group.

Chuck Galbasin reported the new repeater is fully functional and no longer tied to the SCRAN repeater.

Library's Hilary Theyer provided an update on the library that had experienced a flood and applied for FEMA money. They were initially denied, but later received funds. As a result, the regulations are up for change and public comments are being taken. As a city employee, she cannot comment, but urged everyone to do so. The closing date is June 1st. This would add libraries to the critical list to receive FEMA money. You can write, call, email or fax.

Adjournment

Moved – Davis. Second – Siani. All ayes.

The meeting was adjourned at 3:44 PM to a meeting on Wednesday, June 23, 2010, to be held in the West Annex Commission Meeting Room, 3031 Torrance Boulevard, Torrance, California.

These May 26, 2010 minutes were approved as submitted on June 23, 2010.