

MINUTES OF DISASTER COUNCIL MEETING

September 22, 2010

CALL TO ORDER: Chair Glass called the meeting to order at 3:03 PM

FLAG SALUTE: Led by Hillary Theyer, Library

ROLL CALL / MOTIONS FOR EXCUSED ABSENCE: All present

DEPARTMENT REPRESENTATIVES:	Lt. Mark Athan	Police
	Joe Huld	City Clerk's Office
	Diana Sutherland	City Treasurer's Office
	Jerry Edwards	CIT
	Hillary Theyer	Library
	Jan Wierzbicki	Library
	Ian Daily	Transit
	Gesuina Paras	City Manager's Office/Cable
	Robin Fisher	TUSD
	Dorothy Hart	Hillside Homeowners Association
	Mike Martinet	Area G
	Chuch Galbasin	TARA
	Sumie Imada	New Horizons
	Jayson Frantz	CERT
	Gail Hagle	CERT

COMMENTS FROM THE PUBLIC:

None

REPORT ON POSTING OF AGENDA:

Motion – Siani Second – Davis All Ayes

MINUTES FOR APPROVAL:

A. August 25, 2010

Motion – Galbasin Second – Siani All Ayes

NEW BUSINESS:

A. ShakeOut Update

Scheduled for October 21st, 10/21 at 10:21. Final planning stages right now, the police department, fire department and public works. Finalizing the script for the day, which would primarily include the injects, have already identified the main things that we want to happen that day, so now its just coming down to the script. Mike Martinet

has reached out to a couple other agencies to get together with Torrance this upcoming Tuesday to basically sit down and share inject thoughts and help each other out because other agencies are also doing the ShakeOut that day. There will be some live scenarios in the field by Public Works, but everything else will be simulated. We have identified our simulators, the live actions that will go on out in the field, CERT is going to have a Map Your Neighborhood (MYN) live scenario, after which an ADC will be opened. There will be some good drilling that day overall, in the EOC, at an ADC, out in the field and also with the volunteers.

Athan expressed he is getting up to speed in the absence of Tracy Bonano, and feels things are on track; i.e. the ShakeOut is going to happen, with the hope all will go smoothly. There will be lessons learned along the way. All of the computers in the EOC are being updated with the new GIS maps, and with the soon to be approved EOP. There are some logistics still ahead, but all is on schedule.

They asked if evacuations of city facilities will take place; recalling at the last ShakeOut all evacuated. In response, Athan stated the decision would be left up to each individual department; if your department chooses to evacuate, you will run your own evacuation drill for your facility. Athan stated the Police Department will be evacuating with the exception of the Jail and Communications. Although it will be up to each individual department, there will be a managers' page that goes out relating to the drill starting and if you are going to evacuate, evacuate; and then an additional page stating all is clear and okay to go back in. (There was some feedback from two years ago in that employees did not know if it was okay to go back in.)

The question was asked if the announcement would be sent just to the management page list. Athan stated a management page and PSN will be done.

Commissioner Glass had a question about the EOC in the Police Department regarding the telephone lines being up to date and if they will be retested? The reason for his question goes back two years ago when the EOC was activated they had learned that some of the telephone lines were not working. Athan stated the EOC would be set up on October 5th to test everything; all data and telephone lines will be tested and the computers updated with the GIS mapping and the EOP. To tag on to that, just within the last week, we finished infrastructure of building out the EOC to what is considered a Full Level 3. The EOC, at a Full Level 3, management gets pushed out of the main EOC and in the Chief's office (the Chief's office had to be completely retrofitted with data and telephone lines to mirror the EOC). For those who are Level 3, the telephones for management in the EOC get physically removed and walked down to the Chief's office, so we have to make sure that the telephone numbers are the same. Finance is pushed out to Research & Training Division, and there is a big table in that division that had to be retrofitted for telephone and data lines. FEOP monies were used to complete this job. According to Jim Caprio, all the telephone and data lines should be good to go.

Commissioner Glass inquired of Mike Martinet what other cities in the South Bay, besides Redondo Beach, working on this. According to Martinet, referring back to the meeting Athan mentioned which would occur on Tuesday, Rancho Palos Verdes will be conducting a pretty ambitious exercise for a city of their size; Hermosa Beach will conduct a city/CERT/amateur radio exercise, using their Neighborhood Watch to gather simulated information and see how that communication connects; and, Palos

Verdes Peninsula may participate in the ShakeOut. Martinet stated, "Every additional exercise is music to my ears!"

B. Disaster Council Annual Report

Commissioner Glass inquired if everyone was able to print out. Commissioner Galbasin noted some alignment problems when printing. He stated that he and Bonano had worked on the report, having read and signed the printed version.

Glass asked for a motion to pass the Annual Report so it can be added to the City Council Consent Calendar.

Motion - Galbasin Second – Siani All Ayes

Commissioner Galbasin requested to go back, referring to the defibrillators that EPREP team and the Fire Department were supposed to provide an update and we have not heard anything. Athan stated he had not seen this on the EPREP agenda. Galbasin stated she thought this to be a committee within the Fire Department, but Dumais is on it. Athan is now in charge of the EPREP agenda and will add it to the next agenda. For clarification and background, Galbasin stated Torrance Memorial donated three defibrillators (Glass added two came from the hospital and one from a doctor) which were going to be placed in the appropriate location, when suddenly Fire recalled they had a committee that did that and were supposed to tell us where they were going to place them. Theyer asked if this was the source of the one which they have at the Library, which they have had for about six months. Athan reiterated he would follow up and place the item on the EPREP agenda.

C. Emergency Services Coordinator Position

To confirm everyone's knowledge, Athan stated that Tracy Bonano, the Emergency Services Coordinator for the City, resigned; her resignation was effective September 10th and all of her duties have been placed upon the Athan and the Community Affairs Division of the Police Department. It is unknown at this time if or when her (Bonano/Emergency Services Coordinator) position will be filled, noting everyone being familiar with the budget situation for the City. Athan stated the City is looking over all requisitions related to filling vacancies. It is his understanding, from the Police Department, that this vacancy is a number one priority and it affects not only the Police Department, but the City as well and it is a City position. Deputy Chief Browne was to meet with Mary Giordano, and hope to have some direction within the next week or so if the position is to be filled. Even if it is filled, hypothetically: the requisition is approved, the job spec is already authored and written and we know where to go with it; the job notice would have to be posted, go through the testing, background investigations and interviews. So, a conservative estimate for the position to be filled would probably be mid-summer, early summer. Glass stated the last time it took close to two years

Athan stated this hypothetical is a best case scenario; summer 2011, with the worst case scenario being their decision not to fill it this time. In the meantime, we as a Disaster Preparedness group can just basically not plan on an emergency services coordinator until at the earlier, summer 2011. Athan stated he and his staff, which

comprises two cadets, Sgt. Uyeda, Officer Farley and Services Officer (S/O) Luz Aceves, had a meeting to try to evenly distribute the majority of the Emergency Services Coordinator's duties; with some receiving more than others. The primary contact for staff work pertaining to Disaster Council and DSVs is S/O Aceves. Athan expressed his hope the transition to be seamless and asked that all have patience with the new staff until they get up to speed. He remarked that Bonano was very organized and responsive, and he and his staff will do their best, apologizing in advance for anything that may fall through the cracks. He stated that in meeting with the DSV leads, they feel they have some good direction. Athan will handle inquiries and/or resources previously handled by Bonano, or direct you to the appropriate member of his staff.

Jerry Edwards asked if the old list had expired and how long Bonano had been in the position. Athan confirmed the list has in fact expired and, Bonano had been in the position about two years.

OLD BUSINESS:

A. Natural Hazard Mitigation Plan Status

Athan stated the original direction was to have EPREP meet every two weeks to push through the plan to get a lot of the things done. As the project manager, he also had additional duties related to the Plan beyond that which was going on in the actual EPREP meetings; being tasked with research and follow ups to update the old plan and contacting different organizations and agencies (CAL-EMA, FEMA, etc.). In taking on the duties and responsibilities of the Emergency Services Coordinator, there is no time to do all the staff work related to the Plan. The biggest part of the Plan is updating, changing some things here and there, change numbers related to estimated values of replacements of buildings and the like, but what has to happen in this Plan is we must report on what we did or did not do from the long- and short-term goals from the previous plan. So, there actually is a lot of fresh authoring to do of the document. A proposal was made to EPREP (yesterday) to contract with Andrew Pachon who handled our EOP. Pachon is by far the best expert that we have related to having the resources and time. Athan reported he met with the Deputy Chief this morning and advised that EPREP approved the recommendation of contracting with Pachon to complete the Plan. In a previous meeting between Athan and Pachon, he (Pachon) stated he was up for the challenge.

As of right now, the Plan is in a standstill until all can agree, at the highest level, the City Manager's office, to contract with Pachon. Once approved, the project in its entirety will be taken on by Pachon. EPREP and Pachon will communicate via video conferencing (Pachon resides in Northern San Diego County). Again, this avenue is being proposed by EPREP, and has been approved through Police and Fire management and it is fully expected the City Manager's office will accept the proposal, but the official word has not yet been received.

Commissioner Davis asked of the affect on the budget, Pachon's services verses an emergency services coordinator. Athan explained, theoretically, since Bonano's position is vacated, so the salary is basically sitting there. Pachon's hourly rate in relation to Bonano's composite rate is not equal. The composite rate includes benefits; health, PERS retirement, compared to Pachon's contract hourly rate is far

less. So, there should be plenty of money to draw from. Davis voiced no opposition to Pachon, just her concern about the budget for disaster preparedness and her knowledge of Pachon's hourly rate. Glass reiterated that the money is there, whether they want to spend it is another matter.

Galbasin added that the one thing with Pachon taking on the Plan, with no disrespect to Athan and EPREP, it would be completed in a more timely fashion. Davis and Athan both agreed, with Athan admitting his lack of time and level of expertise to get it accomplished. According to feedback from Martinet, the Plan is tough to get through this time, with Pachon being our best candidate. If it does not get through CAL-EMA or FEMA the first time, whatever feedback is received relating to corrections or done in a different manner, Pachon is the best one to interpret the data and make the necessary changes and get it done. As an EPREP team, Pachon is a good recommendation and hope it will be accepted by the City Manager's office. There have been no updates from a month or two ago, there has been no work on it.

In support of Pachon, Glass mentioned hearing that FEMA is being very "picky" and that Pachon would do a very good job. Athan confirmed, referring to FEMA's particularities and asked Martinet if he wanted to add anything. Martinet stated they (FEMA) in fact are.

Siani added having a focused resource will get the Plan done sooner as opposed to Athan being spread thin. The Plan would be Pachon's only task.

B. Emergency Operations Plan (EOP) Status

Athan advised that the EOP is complete and on the Agenda for September 28th. The Council was given the Executive Summary for public release and the body of the EOP is being submitted to Council through the City Attorney's office under the attorney-client privilege relating to the sensitive nature of hard targets. It very comprehensive, just short of 1100 pages, very detailed, very well done by Paschon, and there should be no problem going through the City Council on Tuesday (September 28th). It has been approved by all of the City departments, with all of the department heads signing off and now just awaiting Council approval. Once it is approved, it will be sent to CAL-EMA and FEMA.

C. Disaster Council Award Status

Athan reported this item is also on calendar for City Council on Tuesday, September 28th. Glass stated he recalled signing the paperwork and Athan stated his belief it was on Consent, noting the staff work has been done.

D. Advertising CPR Class with TMMC

Athan advised of advertising by way of the Police Department's social media, and conferring with Giesuina Paras who stated it had been sent to their local media contacts and follow up would be conducted to make sure of the posting as well as posting on the Torrance Events Calendar and City web sites. Glass inquired how many signed up for classes. Galbasin stated follow up would be made as time grew nearer, with 50 spots in the morning and 50 in the afternoon.

ORALS:

A. Comments from Commissioners

Siani spoke of her attendance at the CERT academy last month, having passed and receiving a certificate. She stated it was a great job by CERT and TFD, a very fine job of presenting the class; with everyone there really feeling it was beneficial. She acknowledged and thanked Exxon Mobil for the equipment. Davis added that Galbasin has put her heart and soul in the CERT academy.

Galbasin mentioned that a mass e-mail will be sent to the DSVs asking them to be present and in uniform on the 28th at City Council to talk about budget cuts requested of Fire and Police. The cuts will hit them much harder than anyone else and affect Command Staff on both sides and thus, when it filters down, will cause problems throughout the City. The hope is that the DSVs and Disaster Council might, combined with a mass of uniforms, make them think before do really heavy cutting, especially to our Command Staff. She asked CERT members who have recently graduated, but do not have their uniforms, to attend Tuesday night at 7:00 PM, to show support.

Davis asked who would be the speaker and Galbasin stated she is.

Glass recalled that City Council asked the City Manager's office to come back the first meeting in October with the cuts, asking if the cuts will be talked about that night (28th).

Galbasin stated she feels that is the best night to be at and speak to the City Council, because what good is an EOP if you do not have a Command Staff and the personnel to back it up?

Athan stated his understanding is that budget items will be on the agenda on the 5th. Athan, himself, has an item, an actual presentation, which will be on the agenda for the 5th.

Glass asked for discussion of holding Disaster Council meetings in November and December been placed on next month's agenda. He stated Disaster Council meetings are not normally held during that time as they fall before Thanksgiving and Christmas. He asked for a discussion and vote and Athan stated it would be added to the agenda.

Davis asked where the discussion stands with having fewer Disaster Council meetings? Is it floating around as an idea? Every six months? Glass stated he had a discussion with Athan, explaining how he (Glass) felt, understanding how the affect it has had on the Police Department taking over DSVs and the Disaster Council. I explained, and hopefully he agreed with me, we will have meeting monthly so as not to lose our community, but rather add to it.

Davis offered to assist with typing, clerical and the like, having experience as a legal secretary and typing speed of 120 WPM. Athan thanked Davis and stated they will

continue at a normal pace, and hope it will be seamless, and there is no problem with the meetings continuing as they are.

B. Announcements/Updates

Martinet talked about his attendance at the California Emergency Services Conference last week. There were a number of sessions on volunteers, having had conversations with Karen Leon, the Director of California Volunteers; a lot of energy going into disaster volunteering specifically. He attended an all-day session on social media, where there was much discussion of the gas pipeline explosion in San Bruno. He stated the most interesting session he attended was a presentation on the Chilean earthquake by Peter Yaniv. As he spoke of some of the points made by Mr. Yaniv, Martinet wished Judy Retter and Chris Riccardi were present at today's meeting. Mr. Yaniv is a structural civil engineer who has spent his entire career studying earthquakes, having been to 45 major earthquakes around the world. Mr. Yaniv stated the Chilean earthquake was the most significant earthquake he had been too. Some points he made were that at least 50% of the hospital elevators throughout Chile failed, and they had to carry people downstairs; which impacted the capabilities of the hospitals to operate. Fortunately, they only had about 540 fatalities. Chile is a very modern, European style country and, according to Mr. Yaniv, their buildings have on average three to four times the seismic shear panels than California buildings do, meaning they are a lot stronger. He said the T-bar ceilings (they call them American ceilings) caused extensive damage, substantial destruction in hospitals and office buildings throughout Chile. He said from the street the office buildings did not have a scratch on them; however, inside they were a total loss: furniture, equipment, supplies; the back and forth, because it (earthquake) shook for two minutes. One person in the session as the question did they have a warning system and the speaker said, "Well, other than two minutes of intense shaking, no." So the structural and unstructural mitigation was huge, they estimate that it caused at least half of the damage and that is consistent with Los Angeles city's report from Northridge; that half of their losses were stuff, not buildings, but stuff. Some of the buildings that were damaged in Chile, they are not able to find contractors to tear them down because it is too dangerous. And it may cost more to tear the building down, than it cost to build it in the first place which is pretty significant. A lot of the hotels did not have hot water because the water heaters were not anchored properly. The hotels were operational but they had no hot water so if they were letting people in, they were charging them less because there was no hot water. The other thing is that symmetrical buildings did much better than irregularly shaped buildings; i.e., if it was shaped like a shoe box, whether it was lying down or standing up, it did much better than if part of it was shaped like a shoe box and the other part was something else. Brand new buildings and it was not limited to just the older buildings that they expected to fail. It was a very interesting session.

SIMS/NIMS and ICS training will be done all day November 6th at Torrance Memorial and a flyer will be sent out ASAP.

Edwards announced he will be sitting in on the ShakeOut October 21st as Logistics Communications.

Fisher commented on the experience they had with the prior NHMP and Pachon, stating it was a difficult process and hats off to Pachon, the Police Department and

everyone else that was involved in the process which took about 10 or 11 months to get finalized. The school district was dovetail in with the City during the process. He expressed their gratefulness and look forward to doing so again. He stated that a lot of school districts still do not have an NHMP as it is very hard for districts to write them and get them passed, and again expressed how grateful he, the superintendent and TUSD is for being able to be part of the process, noting they are one of the rare school districts to have such.

Chuck Galbasin acknowledged and introduced himself to Jerry Edwards, expressing his thanks and appreciation for assisting TARA and the City, in lending employee Mark Roth to assist with their antenna adjustments, which by the way are not over. They just received word they will be receiving another 220 radio in the Radio Room which is absolutely necessary now that they have switched to 220 MHz exclusively. We only have one 220 radio up there, if it goes down during our emergency, we will have big trouble. He thanked Athan for the additional radio. TARA will be participating in some capacity on the 21st, at the very least, having an operator at the ADC and at the EOC, although it is difficult day since most of the operators will be working. Most of them will check in from work, but that will not help us with any ground plan like we did two years ago with CERT and ADT at the Henderson Library area.

Davis asked if the October 21st transmission would be from the 223. Chuck Galbasin stated, definitely so they could test to determine if any interference between a multiple-link station down south. He stated they have done everything they can up to this point to prevent interference, but now the concern is how much it may interfere with us.

Athan reported the City will be assisting Los Angeles County with a POD for H1N1, flu and whooping cough on November 10th. Los Angeles County will be at Wilson Park, with a kick off at 10:00 AM until 3:00 PM. There will be e-mails, notices and flyers prior to that time, but mark that on your calendar. Glass reported the regular flu shot includes the H1N1 this year, and stated he hopes it does not rain again this year.

ADJOURNMENT

Motion - Galbasin Second - Davis All Ayes

The meeting was adjourned at 3:48 PM to a meeting on Wednesday, October 27, 2010, to be held in the West Annex Commission Meeting Room, 3031 Torrance Boulevard, Torrance, California.

These September 22, 2010 minutes were approved as submitted on October 27, 2010.