

**MINUTES OF DISASTER COUNCIL MEETING
February 24, 2010**

Call to Order: Commission Chair Glass called the Disaster Council Meeting to order at 3:04 PM.

Flag Salute: Led by Commissioner Kathleen Galbasin

Roll Call / Motions for Excused Absence: All commissioners present

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| Department Representatives: | Lt Mark Athan | Police Department |
| | Paul Vuoso | Fire Department |
| | Joe Huld | City Clerk's Office |
| | Jan Wierzbicki | Library |
| | Ernest Gallo | Community & Information Tech. |
| | Renard Ricks | Cable TV – City Manager's Office |
| | Ian Dailey | Transit |
| | Mark Fujimori | Community Services Division |

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| Local Organizations and Community Members: | Caroline Elam | CERT / TARA / ADT |
| | Mike Martinet | Area G DMAC |
| | Chris Riccardi | Little Company of Mary Hospital |
| | Judy Retter | Torrance Memorial Hospital |
| | KK Fitch | CERT / TARA / ADT |
| | Chuck Galbasin | TARA |

Comments from the Public/Staff:

None

Report on Posting of Agenda:

Moved – Davis. Second – Siani. Ayes - 4

Minutes for Approval:

- A. October 28, 2009 Moved – Glass. Second – Davis. Ayes - 4
- B. January 27, 2010 Moved – Siani. Second - Davis. Ayes - 4

Note: Corrections to January 27, 2010 Minutes voiced by Commissioner Chair Glass:

- 1) Flag salute was led by Kristin Matsuda
- 2) Motion to post Agenda - Second by Davis (not Galbasin) with 3 Ayes

3) Meeting adjournment - Second by Davis with 3 ayes

New Business:

Commissioner Galbasin discussed CPR training to be held at Torrance Memorial Hospital (TMH) in October and notification by flyer for publicity. Judy Retter stated they (TMH) are looking forward to holding the one-day event comprising two classes. A date is needed to confirm room availability and refreshments. Per Galbasin this event takes place either the first or second Saturday in October. Lt. Athan asked about City Council co-sponsoring the event and if this item should be presented as a City Council agenda item or memo for approval.

Old Business:

A. Disaster Council Goals for 2010

Commissioner Chair Glass read from an existing list dating back to FY 06 - 07 and feels goals and objectives to be ongoing. Commissioner Davis believes she was added to Item 3 in place of former Commissioner Matsuda. Commissioner Siani indicated she would be happy to help and fill in where there are any gaps. Commissioner Glass indicated he would continue with Item 1, with commissioners Davis and Siani sharing Item 3. Per Commissioner Galbasin, Disaster Services Coordinator Bonano has a list adding other items; however, the remaining commissioners have not reviewed this list, which will be sent to them via email by Commissioner Galbasin.

B. Alternate Emergency Operations Center (AEOC)

Lt. Athan spoke of a UASI grant which, if approved, would provide \$100,000 to buy equipment for the AEOC. The structure has been identified and outfitted with some data and phone line hardwiring. Chief Neu will be traveling to Washington, DC to meet with local congress representatives to seek additional funding. There are currently two open FEAPS. Time and money is needed to accomplish the goal of a self-sustaining AEOC at the airport.

Commissioner Siani inquired if there is, and where, the AEOC is; possibly a mobile AEOC, to which Lt. Athan stated there currently is not an alternate and possibly the Police Department MCV could act as a temporary; however the MCV is 10 years old and not up to date. Lt. Athan indicated it would cost about \$455,000 to be up and running. Commissioner Davis inquired of emergency preparedness monies Torrance has received. According to Lt. Athan, monies received from FEAP have been used for data lines and phone lines. Commissioner Siani pointed out that even the grant will not be enough to finish the project. Lt. Athan concurred, in that the items needed include actual telephones, computers and the like. Lt. Athan spoke of the current EOC being ready and available in the event of an incident. Chuck Galbasin stated TARA would be ready in the event of a major disaster.

C. **PPE Letter**

The PPE letter was given to City Council who then in turn provided to the individual Departments in December. Commissioner Davis inquired if there is anything the Disaster Council could do to move the letter along. Lt. Athan assured that the Disaster Council has done their due diligence and there is nothing to do except wait for City Council. Commissioner Siani requested a copy of the PPE letter. Disaster Services Volunteer Caroline Elam made mention of the "Shake Out" exercise on October 21.

D. **Emergency Preparedness for Seniors Brochure**

Have facilities identified and delivery by posting to Emergency Services and Web site. Community Affairs staff and volunteers can distribute brochures. Total quantity printed and quantity distributed to sites to be confirmed. Commissioner Galbasin felt printing 100 for distribution enough, with five to each library, displaying a poster/notice with instructions on how to download the brochure; none to Alta Loma Park; five to the Bartlett Center and five to Sierra Golf Course. Caroline Elam requested a larger quantity be sent to Focal Point by mail as they are a target group as well as to the Commission on Aging. Commissioner Davis inquired of the costs associated with printing 1,000 vs. 100. Commissioner Siani inquired as distribution could be handled for the homeowner groups, and Lt. Athan offered they could be notified by email with a file attached in a PDF format.

Lt. Athan inquired as to funding of the printing, to which Commissioner Glass stated the Disaster Council does not necessarily have a budget per se. Meredith Eick stated at one time Disaster Council did have a budget of about \$2,500, although it would vary from year to year. Commissioner Glass asked Lt. Athan if he could find out if there is a budget and how much. KK Fitch stated costs could be reduced by printing the brochures two-sided. Commissioner Galbasin brought up the cost of postage for mailing the brochures would be high due to the amount of paper/size of the brochure.

E. **EOP Executive Summary/Submittal to City Council**

The EOP is tentatively scheduled for submittal to the City Council by Emergency Services Coordinator Bonano and Consultant Pachon on April 13, 2010.

At this point, there are still problems reading the EOP due the format in which it has been provided. As such, the commissioners are not ready to vote on it since they cannot read it. Commissioner Glass requested hard copies be printed out for review.

ORALS

A. Comments from Commissioners/Staff/Public

Commissioner Siani inquired of the EOP's reference to the City Local Hazard Mitigation Plan dating back to October 2004, should be reviewed and updated. Commissioner Galbasin stated the Federal legal time limit is five years and asked Paul Vuoso of the Fire Department to find out.

B. Announcements/Updates

Chris Riccardi, LCM, inquired of the next CERT training so he can have his people trained; if there is any training for businesses and fee associated. Paul Vuoso made reference to MAP your business and there being nothing formal. Commissioner Galbasin stated there were three openings left for the March class. She reminded that CERT training takes place in May and June for eight Thursdays for three hours and again in September. The September/October class takes place on the first three Saturdays of each month.

Area G's Mike Martinet updated the training which was to take place in Emmettsburg, MD was cancelled due to the weather and has been rescheduled for July.

Judy Retter – TMH will be holding a presentation by three of its doctors that went to Haiti at the end of March, and all are welcome to hear about their experiences.

TFD's Paul Vuoso announced this is his last meeting, with Tad Friedman taking over. He gave a reminder of CERT training beginning March 6, with three openings available; and, mentioned TFD's Spaghetti Dinner fundraiser on March 13.

Jan Wierzbicki of the Library provided an update that Walteria branch reopened on February 22, with the North Torrance branch closing for four months on March 1. The renovations are on schedule.

KK Fitch shared an article published in the Exxon Mobil Newsletter regarding the Disaster Expo.

Chuck Galbasin of TARA stated all of the repeater equipment has been ordered and they are awaiting its arrival. He reported of an upcoming event at Zamperini Field on B-17s that will be held April 9, 10 and 11.

Commissioner Galbasin inquired if the lights for the response trailer are in, to which Lt. Athan stated that they had not arrived. In addition, Lt. Athan noted that the trailer is still at the PD and needs to be moved to TFD Station #2.

Mike Martinet inquired of Lt. Athan of an area off Carson Street which had been cordoned off over the past weekend, if it was an event. Lt. Athan advised there was an incident wherein an off-duty LAPD officer had been shot at, to which TPD responded.

ADJOURNMENT

Moved – Davis. Second – Siani. Ayes – 4

The meeting was adjourned at 3:48 PM to a meeting on Wednesday, March 24, 2010, to be held in the West Annex Commission Meeting Room, 3031 Torrance Boulevard, Torrance, California.

These February 24, 2010 minutes were approved as submitted on March 24, 2010.