

MINUTES OF DISASTER COUNCIL MEETING  
October 28, 2009

**CALL TO ORDER**

Commissioner Glass called the Disaster Council Meeting to order at 3:01 PM.

**FLAG SALUTE**

Led by Deputy Chief Mike Brown, Torrance Police Department

**ROLL CALL/ MOTIONS FOR EXCUSED ABSENCE**

**Council Members Present**

Mel Glass  
Kathi Galbasin  
Kristin Matsuda  
Absent: Ghislaine Davis

Galbasin Moved for an Excused Absence for Commissioner Davis

Matsuda Seconded the motion

All were in favor

**Department Representatives Present**

Jim Sheldon	Community Development – Building & Safety
Joe Huld	City Clerk's Office
Gesuina Paras	City Manager's Office – Cable Comm. & Information
Paul Vuoso	Fire Department
Tracy Bonano	Police Department
Mike Brown	Police Department
Mark Athan	Police Department
Dave Dill	Community Services

**Organizations and Community Members Present**

Meredith Eick	TARA/ CERT/ ADT
Caroline Elam	CERT/ TARA/ ADT
Dorothy Hart	Hillside Homeowners Association
Mike Martinet	Area G
Chuck Galbasin	TARA
Judy Retter	Torrance Memorial
Chris Riccardi	Providence Little Company of Mary
KK Fitch	TARA/ CERT/ ADT
Russell Ringwater	TARA/ CERT
Gail Hagle	CERT
Louis Liou	CERT

## **COMMENTS FROM THE PUBLIC/ STAFF**

- Brown Deputy Chief Brown introduced Lieutenant Mark Athan as the Community Affairs Division Commander beginning in January. Lt. Athan's background includes 19 years with the Torrance Police Department and a Master's Degree in Emergency Services Administration.
- Athan Commented that he is looking forward to working with Emergency Services toward the goals set by the Deputy Chief.
- Glass Welcome to Lt. Athan

## **MINUTES FOR APPROVAL**

- Matsuda Moved to approve the September 23, 2009 minutes.
- Galbasin Seconded the motion  
All were in favor

## **NEW BUSINESS**

### **A. H1N1 Update**

- Matsuda Requested input from Judy Retter, representative from Torrance Memorial Hospital.
- Retter TMH has only 800 doses of the H1N1 vaccine. The priority is vaccinating children 16 to 24 months of age, pregnant women, and health care providers. TMH is seeing more cases affecting children the most. The median age of infection is 15 with 4 year olds having the highest number of incidents. The CDC has recently opened the "M95 Stockpile," but there are very limited supplies. Vaccines are given to those ages 24 to 64 having health complications, and there is very little transmission of the disease in those over 65 years of age. This may be due to the original "Swine Flu" strain in 1956 possibly building the immunity of those over 65. Despite the H1N1 vaccine shortage, there is full availability of the standard flu vaccine.
- Glass Inquired about the availability of the vaccine at Providence Little Company of Mary Hospital.
- Riccardi Reported there are 1000 doses of the vaccine at LCM, and 3500 employees to vaccinate.
- Matsuda Inquired about the prioritization of vaccinations.
- Retter Responded that staff members working in areas of greatest possible exposure have priority for the vaccine, and then public vaccinations are second in priority.

### **B. LA County POD Plan at Wilson Park**

- Bonano The POD will be held on December 7, 2009, all day at the Wilson Park Gym. This will be a walk-through event rather than a drive-through.
- Galbasin Inquired about the scheduled hours.
- Bonano Responded that the event is from 9 AM to 5 PM.

- Glass Expressed concerns about parking for those attending the event. Discussed the possibility that parking for similar events was located elsewhere with a shuttle to bring attendees to the event site.
- Brown Indicated that parking should not be of great concern because the event is on a weekday, and there will wristbands issued only for the number of vaccines delivered to the site that day.
- Riccardi Expressed concern that at previous events the number of vaccines delivered was less than expected.
- Retter Expressed concerns that highest risk level subjects be vaccinated first.
- Brown Indicated that shots for Fire and Police Departments as well as Jailers working in close proximity with the public will be vaccinated at a “bifurcated” site separate from the public.
- Riccardi Presented lessons learned from previous similar events included vaccinations showing up later than scheduled.
- Bonano Added that there were several walk-in attendees at the drive-through event, and several people showed up as early as 4 or 5 AM.
- Elam Inquired about the availability of the standard flu vaccine at the event.
- Bonano Responded that only the H1N1 vaccine will be available at the event.
- Glass Expressed concerns that at a similar event people came from far away due to publicity about the availability of the vaccine.
- Brown Responded that advertising for this event will be confined to local publicity only.

### **C. Disaster Expo 2009 Debrief**

- Bonano Reported the Disaster Expo 2009 was a success with several thousand people in attendance. Additionally, some ideas for future Expos include a raffle, gift cards, activities such as face painting for the children in attendance, updates on the event logos, a popcorn and/ or snack stand, and gift bags with the event logo.
- Glass Inquired about the number of children in attendance.
- C. Galbasin Reported 34 children attending the “Widget Factory”.
- Matsuda Due to witnessing many people with nothing to store collected paperwork in, suggested those in attendance be given a bag as they walk into the event. She requested access to a vendor map for all in attendance; perhaps placing a vendor map in the bag as attendees walk in the door. Matsuda additionally forwarded a complaint she heard regarding vendors only accepting cash or checks.
- Martinet Suggested getting bags from local businesses because the bags would be free and the businesses would receive some advertising from their logos displayed on the bags.
- Glass Commented the Expo went well and there many people attended.

### **D. Revisit Disaster Council Functions/Goals for 2010.**

- Matsuda Explained the goal list has not been updated since the Goals and Objective 06-07 list due to lack of an Emergency Services Coordinator.
- Glass Suggested that members review the list and bring back suggestions at the next meeting.
- Matsuda Presented a list of additional goal possibilities including: Conducting an annual meeting at the Toyota Meeting Hall featuring a figure of local prominence to speak on a current topic, conducting joint meetings with other commissions, creating flyers, and making suggested changes to the Expo.
- Glass Suggested adding to the next meeting agenda the possibility of a joint meeting with the City Council.

#### **E. Status of Disaster Council Annual Report**

- Glass Requested a motion to accept the Annual Report
- Galbasin Moved to accept the Annual Report
- Matsuda Seconded the motion
- All were in favor

#### **F. Discuss Meeting Adjournment to January 27, 2010**

- Glass Requested a motion to adjourn Disaster Council meetings until January 2010 unless an Emergency Operations Plan becomes available sooner, at which time a special meeting would be called in December.
- Matsuda Moved to adjourn the Disaster Council meeting until January 2010
- Galbasin Seconded the motion
- All were in favor

#### **OLD BUSINESS**

##### **A. Status of PPE Letter**

- Glass Requested a status update on the PPE letter.
- Bonano Reported that the letter is signed and ready to be sent.

##### **B. Status of EOP**

- Glass Requested a status update on EOP.
- Bonano Reported the EOP needs review by the Department Disaster Representatives and Disaster Council review and approval. After these reviews and approval, EOP will be ready at the beginning of 2010 and available for City Council possibly as early as February 2010.
- Glass Requested all council members receive an email copy of the Executive Summary.

## ORALS

### A. Comments from Commissioners

- Matsuda Announced that at the completion of her term of office she will not be seeking reappointment. She expressed appreciation to the council and expressed her wishes for the next appointee to be enthusiastic and focused.
- Galbasin Announced the DSV trailer now has logos and new decals. Pictures of the updated trailer will be displayed at the DSV Holiday Dinner. Additionally, an awning is schedule to be added to the trailer this week, and lights will be added in the future.

### B. Announcements/ Updates

- Retter Expressed congratulations to Tracy Bonano of the Torrance Police Department, the Disaster Council members, and the City of Torrance for the success of the Expo. She said, "People seemed more interested in content" this year. Ms. Retter also offered thanks to all volunteers, CERT members, and observers assisting with the "Shakeout" event on October 13. The first review meeting for the event is scheduled for October 29, 2009.
- C. Galbasin Agreed the interest level was up for the Expo this year. He reported that the "Widget Factory" brought in much interest in becoming "HAMS".
- Fitch Announced the ADT shed at the Animal Control Facility is scheduled for a painting party on Friday, October 30 at 9 AM.
- Bonano Expressed appreciation for Mrs. Matsuda's services. She also looks forward to the new collaboration between Community Affairs and Emergency Services.
- Glass Announced the next City Council meeting is on November 16, 2009 at 7 PM. As a reminder, it is the last meeting before the decision on commissions.

## ADJOURNMENT

- Glass Requested a motion to adjourn the meeting
- Matsuda Moved to adjourn
- Galbasin Seconded the motion
- All were in favor

The meeting adjourned at 3:50 PM to a meeting on Wednesday, January 27, 2010, to be held in the West Annex Commission Meeting Room, 3031 Torrance Boulevard, Torrance, California.

***These October 28, 2009 minutes were approved as submitted on February 24, 2010.***