

**CITY OF SAN FERNANDO
DISASTER COUNCIL**

MINUTES

November 27, 2012

***THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE
DISASTER COUNCIL. ***

CALL TO ORDER/ROLL CALL

Public Works Director Ron Ruiz called the meeting to order at 9:01 a.m.

The following persons were recorded as present:

PRESENT Members: Ron Ruiz (Public Works - Assistant Director of
Emergency Services), Sylvia Ballin
(Councilmember), Michael Edwards (ARCLA),
Captain Christopher Cooper (LAFD), and
Diane Shepherd (CEMP)

ALSO PRESENT: Ron Powell (Disaster Communications), Lt.
Robert Jacobs (SFPD) Oscar Dighero
(Disaster Coordinator - Providence Holy Cross
Med. Ctr.), Roger Mason (LECMGT) and Maria
Padilla (Public Works)

ABSENT: Mayor Brenda Esqueda
John Cooper

PLEDGE OF ALLEGIANCE

Public Works Director Ron Ruiz led the Pledge of Allegiance.

APPROVAL OF THE AGENDA

A motion was made to approve the agenda for the November 27, 2012, Disaster
Council meeting.

Motion:	Sylvia Ballin	Seconded: Diane Shepherd
For:	Unanimous	
Against:	None	
Abstained:	None	

APPROVAL OF THE MINUTES

A motion was made to approve the minutes for the August 30, 2011, Disaster Council meeting.

Motion: Sylvia Ballin Seconded: Diane Shepherd
For: Unanimous
Against: None
Abstained: None

PUBLIC STATEMENTS

Captain Christopher Cooper (LAFD) introduced himself to the Council.

UNFINISHED BUSINESS

1. Need for gathering information of our special needs population within the City – There is a need for an outreach program that will advertise the system. Roger Mason briefed the Council on SNAP. SNAP is a special needs assessments program used by the County to gather information. The program is free and only requires that people register for it. Staff will contact the County for more information on SNAP and arrange a presentation for a future meeting.

NEW BUSINESS

1. Member Updates:

Michael Edwards (ARCLA) – The American Red Cross continues with reorganization. Mr. Edwards has now taken the role of Mass Care Coordinator for Los Angeles County. Mr. Edwards informed the Council on second year of Prepare SoCal Campaign.

Lt. Jacobs suggested that refresher training for shelter management be scheduled for the Parks and Rec. Department.

Captain Christopher Cooper is evaluating SNAP and Life Port application. Captain Cooper participated in a full-scale evacuation exercise on October 13, 2012. A full-scale exercise for Family Assistance centers is being planned for January 23, 2013. Captain Cooper informed the Council that the Fire Chief directed staff to train one million citizens in Disaster Awareness and Community Emergency Response Training in over five years.

Diane Shepherd – California Emergency Mobile Patrol affiliated with the Los Angeles Police Department and belongs to the Search and Rescue Team. There are currently 4-5 members available on-call 24/7.

Ron Powell – Currently working with the EOC to make sure it is up and functional. Mr. Powell is also working with the mobile communications mobile at Providence Holy Cross.

Oscar Dighero (Disaster Coordinator – Providence Holy Cross) – Briefed the Council on portable communications van.

2. Shake Out - Ron Powell briefed the Council on Shake Out exercise held on October 18, 2012. The exercise went extremely well. Mr. Powell is working with IT staff to check that the laptops in the EOC are working properly. He has observed that the laptops are in need of battery replacements and updated programs.
3. OARS Update – OARS system (system used to communicate with the County) has been updated making it compatible to the new windows operating system. Due to turn over, Mr. Powell feels it would be a good idea to train more individuals in using the OARS system.
4. State of Emergency Operations Center (EOC) – Mr. Powell has worked with the IT staff to make sure all the laptops are working and connected to the network. IT staff is currently working on updating the laptops. The laptops are in need of new batteries and updated programs.
5. EOC Documents (Hazardous Mitigation Plan & Emergency Response Plan) – The Hazardous Mitigation Plan prepared by Roger Mason has been approved by Cal EMA (California Emergency Management Agency). The Plan is now awaiting FEMA's approval.

COUNCIL DISCUSSION

Lt. Jacobs (Retired Active PD) – Working with Reserve Division on renewing CPR and First Aid Certification. Reserve Division's renewal should be done by end of December. Lt. Jacobs informed the Council that PD is in line to have 911 System redone. The system will be a Cloud system. The system will be much better adapted to include new technologies. The State will cover the cost of the system.

ADJOURNMENT

There being no further business, a motion was made to adjourn the Disaster Council meeting at 10:01 a.m.

Motion:	Sylvia Ballin	Seconded: Diane Shepherd
For:	Unanimous	
Against:	None	
Abstained:	None	