



DISASTER MANAGEMENT

www.dmae.ca.gov

Cullen Armet
Area E DMAC

AREA E MEMBERS

ARTESIA
BELL
BELL GARDENS
BELLFLOWER
CARSON
CERRITOS
COMMERCE
COMPTON
CUDAHY
DOWNEY
HAWAIIAN GARDENS
HUNTINGTON PARK
LA HABRA HEIGHTS
LA MIRADA
LAKEWOOD
LOS ANGELES CO
LYNWOOD
MAYWOOD
MONTEBELLO
NORWALK
PARAMOUNT
PICO RIVERA
SANTA FE SPRINGS
SOUTH GATE
VERNON
WHITTIER

AGENDA

**JOINT MEETING
OF THE GENERAL BOARD
OF
AREA E DISASTER MANAGEMENT JOINT POWERS AUTHORITY**

**WEDNESDAY, MARCH 16, 2016
8:30AM**

**NORWALK ARTS & SPORTS COMPLEX
13000 CLARKDALE AVENUE, SPROUL ROOM
NORWALK, CA 90650**

CALL TO ORDER

ROLL CALL

PUBLIC COMMENT

CONSENT CALENDAR

Consent calendar items will be considered and approved in one motion unless removed by general board member for discussion

- 1. APPROVAL OF PREVIOUS MEETING MINUTES – February 17, 2016** - It is recommended that the minutes of February 17, 2016 be approved.

COMMUNICATIONS

2. AREA E EXECUTIVE COMMITTEE REPORTS

Chairman's Report – Andrew Vialpando
Area E Fire Chiefs - Stacy Barnes
Southeast Police Chiefs - Sheri Koomen

- 3. OPERATIONAL AREA INFORMATIONAL REPORT FOR MARCH 2016** - It is recommended that the Operational Area report be received and filed.

Cullen Armet, Area E Disaster Management Coordinator

NEW BUSINESS

- 4. INFORMATION ON THE DISASTER SERVICE WORKER (DSW) PROGRAM** – It is recommended that the Area E General Board review and discuss the report.

Cullen Armet, Area E Disaster Management Coordinator

ADJOURNMENT

The next meeting of the general board of Area E Disaster Management Joint Powers Authority will be at 8:30 AM, April 20, 2016, Norwalk Arts and Sports Complex, 13000 Clarkdale Ave, Multi- Purpose Room, Norwalk, CA 90650.

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the bulletin board at Norwalk City Hall, not less than 72 hours prior to the meeting. Dated this 10th day of March, 2016.



Jennifer Cerda

Area E Administrative Manager

Public Comment: The public is encouraged to address the Board or Committee on any matter listed on the agenda. The General Board will hear public comment on matters not listed on the agenda during the Public Comment period.

Americans with Disabilities Act: In compliance with the ADA, if you need special assistance to participate in a City meeting or other services offered by the host City, please contact the Norwalk City Clerk's office, (562) 929-5720. Assisted listening devices are available at this meeting. Ask a staff member if you desire to use this device. Upon request, the agenda and documents in the agenda packet can be made available in appropriate alternative formats to persons with a disability. Notification of at least 48 hours prior to the meeting or time when services are needed will assist the City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

Note: General Board agendas and minutes are available at the Area E Disaster Management Office, 13700 La Mirada Boulevard during regular business hours, 8:00 a.m. to 5:00 p.m., Monday – Friday; telephone (562) 902-2368.

POST-MEETING ACTIVITIES

The following activities will take place following adjournment of the Area E JPA General Board Meeting

- 1. CERT Coordinators meeting** – All City ESCs and CERT Coordinators are invited to attend.
- 2. CWIRS Radio Collection and Distribution** – Mike Hooper, Los Angeles County OEM



**Minutes of the General Board Meeting of Area E Disaster Management
Joint Powers Agreement
February 17, 2016 – NORWALK ARTS & SPORTS COMPLEX**

The General Board Meeting of the Area E Disaster Board was called to order at 8:36 am by Area E DMAC, Cullen Armet.

<p>MEMBERS PRESENT Bellflower – Joel Hockman Carson –Anita Kincherlow, Ky Truong Cerritos – Emely Merina Commerce – Robert Taylor Compton – Stacy Barnes Downey – Andrew Stevens Hawaiian Gardens – Juana Hernandez La Habra Heights – Ron Myers La Mirada – Andrew Vialpando Lakewood – Nancy Hitt Lynwood – Peter Han Norwalk – Josh Yordt, Kathy Tai Pico Rivera – Hector Hernandez Paramount – Carlos Mendoza Santa Fe Springs – Darryl Pedigo South Gate – Sheri Koomen, Sara Meza Vernon – Yesenia Barajas, Todd Paintoa Whittier – Yolanda Martinez Area E – Cullen Armet, Jennifer Cerda</p>	<p>MEMBERS ABSENT Artesia – Taveon Harlston Bell – Lance Ferrari Bell Gardens – Nicholas Razo Cudahy – Roger Mason Huntington Park– Elsa Cobian Maywood – Carlos Fernandez Montebello – Kurt Johnson Also Present: ARC– Chris Campbell-Jay Compton USDPD – Jesse Reyes LHH- Fire Watch- Norm Zezula LA Co. OEM – Ashu Palta MSH – Andrew Marques</p>
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ROLL CALL-

Roll call was taken and self-introductions were made.

PUBLIC COMMENT-

City of Bellflower – Hired a new Public Safety Supervisor, Brian McNerney.

City of Cerritos – Will be working with LA County Fire for a mass casualty exercise on February 25. Will conduct an amateur radio (HAM) tech class March 19 and March 20.

City of Cudahy – Will conduct first city-wide table top exercise (TTX). Date to be determined.

City of Downey – Is currently completing Local Hazard Mitigation Plan (LHMP). Will host a town hall meeting to review the plan. Will conduct a basic Community Emergency Response Team (CERT) training at the end of March.

City of La Habra Heights – Have installed GoPro cameras to city vehicles that will conduct initial damage assessment following disaster.

City of Lakewood – Welcomed 28 new CERT graduates. Will conduct a Survivor 7 class later this evening.

City of Paramount - Recently added a trauma bag in Public Safety lobby, in case of emergency.

American Red Cross – Have responded to fire calls in the cities of Compton, Lynwood, and Long Beach.

Metropolitan State Hospital (MSH) – Is celebrating their 100 year anniversary. A museum of the hospital is up and running and welcomes visitors.

CONSENT CALENDAR

1. APPROVAL OF PREVIOUS MEETING MINUTES OF JANUARY 20, 2016

Member Ashu Palta moved and Member Emely Merina seconded that the minutes of January 20, 2016 be approved.

THE MOTION CARRIED BY THE FOLLOWING ROLL CALL VOTE:

AYES: Bellflower, Carson, Cerritos, Commerce, Compton, Downey, Hawaiian Gardens, La Habra Heights, La Mirada, Lakewood, Lynwood, Norwalk, Paramount, Santa Fe Springs, South Gate, and Whittier.

NOES:

ABSENT: Artesia, Bell, Bell Gardens, Cudahy, Huntington Park, Maywood and Montebello.

ABSTAIN: Pico Rivera and Vernon.

COMMUNICATIONS

2. AREA E EXECUTIVE COMMITTEE REPORTS-

Chairman's Report – Chairman Andrew Vialpando

Chairman Andrew Vialpando reported that the Executive Committee will discuss proposed changes to the meeting schedule of Area E General Board meetings. A copy of the Joint Powers Agreement (JPA) can be provided to any Board member who would like to receive a copy.

Area E Regional CERT Report – Member Andrew Stevens

Member Andrew Stevens announced that the March 24, CERT refresher training will be hosted in the City of Cerritos.

Area E Fire Chiefs – Vice Chairman Stacy Barnes

No report.

Southeast Police Chiefs – Member Sheri Koomen

No report.

Red Cross Service Delivery Committee – Chairman Andrew Vialpando

Chairman Vialpando referred the American Red Cross Service Delivery Committee Meeting report to American Red Cross (ARC) partner Chris Campbell-Jay. Chris reported that the ARC will conduct two shelter management trainings in the City of Lynwood. Chris also reported that shelter management training can be found online.

3. OPERATIONAL AREA INFORMATIONAL REPORT FOR FEBRUARY 17, 2016

Area E DMAC, Cullen Armet reviewed the Operational Area Report and discussed its contents.

Member Ashu Palta reminded cities to log into the Operational Area Response and Recovery System (OARRS) on a regular basis to practice prior to a large event.

Chairman Andrew Vialpando suggested Disaster Management Area Coordinator (DMAC) conduct quarterly OARRS training. Member Ashu Palta also reminded the Board to let the DMAC know of any plans cities currently have in place regarding the incoming El Nino weather system and its effect to the homeless population.

Member Sheri Koomen moved and Member Darryl Pedigo seconded to receive and file the February Operational Area Informational Report.

THE MOTION CARRIED BY THE FOLLOWING ROLL CALL VOTE:

AYES: Bellflower, Carson, Cerritos, Commerce, Compton, Downey, Hawaiian Gardens, La Habra Heights, La Mirada, Lakewood, Lynwood, Norwalk, Paramount, Santa Fe Springs, South Gate, and Whittier.

NOES:

ABSENT: Artesia, Bell, Bell Gardens, Cudahy, Huntington Park, Maywood and Montebello.

ABSTAIN: Pico Rivera and Vernon.

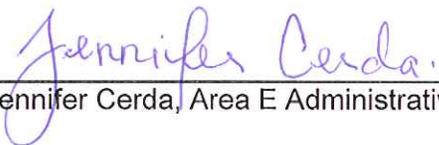
ADJOURNMENT

There being no further business to come before the general board, Member Andrew Stevens moved and Member Stacy Barnes seconded that the January meeting of the Area E Joint Powers Agreement be adjourned. The meeting was adjourned at 9:23 am.

ATTEST:



Andrew Vialpando, Chairman



Jennifer Cerda, Area E Administrative Manager

APPROVED:

March 16, 2016



DISASTER MANAGEMENT

www.dmae.ca.gov

AREA E DISASTER MANAGEMENT OPERATIONAL AREA INFORMATIONAL REPORT

March 16, 2016

AREA E MEMBERS

ARTESIA

BELL

BELL GARDENS

BELLFLOWER

CARSON

CERRITOS

COMMERCE

COMPTON

CUDAHY

DOWNEY

HAWAIIAN GARDENS

HUNTINGTON PARK

LA HABRA HEIGHTS

LA MIRADA

LAKESWOOD

LOS ANGELES CO

LYNWOOD

MAYWOOD

MONTEBELLO

NORWALK

PARAMOUNT

PICO RIVERA

SANTA FE SPRINGS

SOUTH GATE

VERNON

WHITTIER

AREA E DISASTER MANAGEMENT COORDINATOR

Cullen Armet

Cell: (562) 505- 6443 Email: dmac@dmae.ca.gov

AREA E ADMINISTRATIVE MANAGER

Jennifer Cerda

13700 La Mirada Blvd, La Mirada, CA 90638

Office: (562) 902-2368 Cell: (562) 505-6443 Email: admin@dmae.ca.gov

AREA E EXECUTIVE COMMITTEE

Andrew Vialpando, City of La Mirada, Chair

Office: (562) 902-2982 Email: avialpando@cityoflamirada.org

Stacy Barnes, City of Compton, Vice Member

Office: (310) 685- 6280 Email: sbarnes@comptoncity.org

Sheri Koomen, City of South Gate, Committee Member

Office: (323) 563-5483 Email: skoomen@sogate.org

Joel Hockman, City of Bellflower

Office: (562) 925-0124 Email: jhockman@bellflower.org

Andrew Stevens, City of Downey, Committee Member

Office: (562) 904-7346 Email: astevens@downeyca.org

AREA E EXECUTIVE COMMITTEE ADVISORY MEMBER

Ashu Palta, Los Angeles County OEM

Office: (323) 980-2268

IMPORTANT INFORMATION

Los Angeles County OEM Duty Officer

Cell (323) 459-3779

OEM Duty Pager (213) 508-8023

dutyofficer@ceooem.lacounty.gov

OARRS at <https://oarrs.lacounty.gov>

OARRS Tech Support at oarrstechsupport@ceo.lacounty.gov

ARC Disaster Dispatch System (National 24/7) to report an incident Call
(800) 675-5799

TRAINING, EXERCISES AND WORKSHOPS

Upcoming Spring Trainings

- **SEMS COMBO – April 18th, City of South Gate**
- **G191 – EOC/ICS Interface – May 2nd, Location TBD**
- **G775 – EOC Management and Operations – May 3&4 , Location TDB**
- **EOC Design Workshop – May Board Meeting**
- **Special Finance Workshop – Contracts/Procurement and Tracking Personnel Costs – June 27th, La Habra Heights**

AREA E DISASTER MANAGEMENT

EOC REFRESHER TRAINING

Area E DMAC is visiting any interested cities to provide a two hour EOC Refresher Training for all staff who might be assigned to work their EOC. In anticipation of a strong El Nino year, it is important to keep your EOC teams current on their responsibilities.

To schedule training, contact Cullen Armet: dmac@dmae.ca.gov

OPERATIONAL AREA RESPONSE AND RECOVERY SYSTEM TRAINING (OARRS)

OARRS is the online reporting software used by LA County Office of Emergency Management to gather situation status reports from cities and county departments.

Every city should ensure that multiple staff members are trained on how to use the system and input information on behalf of their city. If you or other city staff need OARRS training, please let your DMAC know. Trainings will be scheduled based on demand. We just held one on February 10th but will do another one this fiscal year if people need training.

EMERGENCY SERVICE COORDINATOR (ESC) ORIENTATION

If your city is undergoing staff changes or simply wants to assign another ESC or alternate, please let your DMAC know. Trainings will be scheduled based on demand. The last training occurred in December 2015. We will host at least one ESC Orientation annually.

AREA E CWIRS DRILL

Area E conducts monthly CWIRS drills the first Thursday of each month beginning at 8:30am. Instructions for participation will be sent out prior to the drill. Practice using your CWIRS radio and check in. Please email the Area E Office if you are experiencing any problems with your radio.

- We will be rotating Net Control (meeting facilitator) and systems/channels. Instructions will be sent prior to each exercise.

EMERGENCY SERVICE COORDINATOR LIBRARY AND WEBSITE

A digital library was developed to provide a central location for ESCs to access tools and resources to assist them in managing their emergency management programs.

A tab to access the ESC Library has been placed on the website. To access the ESC Library, the password is: 25Cities. Please review this library, it is intended as a resource and contains information regarding communications, planning, training and exercising.

BOARD MEETINGS

Board meetings are held each month on the 3rd Wednesday, with exception of July, August, and December. Special Board meetings may be scheduled to accommodate unforeseen scheduling conflicts. Attendance, representation of each member city, is highly recommended. In addition to updates and networking, Board meetings may include budget and other items that may require a vote. As with other rules of order, Area E Board meetings **must meet a quorum** to be deemed official. If you cannot attend, send an alternate in your place. If you are attending as an alternate, always be sure to check in with your city's designated ESC regarding the agenda. This is particularly important when there are voting items on the agenda and you are voting on behalf of your city.

AREA E DISPLAY BOARD / PUBLIC EDUCATION MATERIALS

The Area E Office can support your public education events through use of the Disaster Preparedness display board and public ed. materials. Email your supplies order form to the Area E Office. In order to do the best to accommodate each request, please submit your order request at least 2 weeks before scheduled event. Also note that Area E cannot deliver requested items.

The Area E Office has various resources available to check out for your emergency preparedness lectures, trainings, or events. Email your requests to the Area E Office.

LOS ANGELES COUNTY EM ACTIVITIES

EL NINO HOMELESSNESS ASSISTANCE PROGRAMS

A report produced by the LA County Civil Grand Jury Report found there to be a gross inadequacy of resources and services to meet the needs of the homeless populations throughout LA County, especially with the onset of El Nino season. City Managers were provided with a copy of this report and urged to follow the many recommended actions to meet the sheltering needs of homeless populations in their cities. The Office of Emergency Management is gathering information from the cities regarding actions being taken since the release of this report. Please let us know what you are doing at your cities.

OPERATIONAL AREA DEBRIS MANAGEMENT PLAN

DMAC has been involved in a yearlong project with LA County Department of Public Works (DPW) to develop a County wide debris management plan. An abbreviated template for jurisdictions will also be developed in this process. The plan has been finalized and DPW held their final planning meeting on March 10th with stakeholders from around the county including waste management companies, cities, DMACs and county departments. The DMACs will be developing a strategy for how to roll the template out to the cities in the format of a workshop series.

OPERATIONAL AREA TRAINING AND EXERCISE STEERING COMMITTEE (OATESC)

DMAC Cullen Armet was recently appointed as Vice Chair of the Operational Area Training and Exercise Steering Committee (OATESC). OATESC serves as an advisory committee to the Los Angeles County Office of Emergency Management and OA Partners. Through collaboration and communication with all OA stakeholders and the Office of Emergency Management, OATESC:

- Supports, facilitates and may lead the implementation of OA-wide trainings and exercises.
- Develops and maintains a comprehensive multi-year OA Training and Exercise Plan.
- Improves emergency management by collaboration, coordination, planning and preparedness capabilities, across agencies, jurisdictions, and the private sector.

The group is comprised of a diverse set of stakeholders from throughout the county including: county departments, cities, DMACs, nonprofits, and private sector partners. All cities are welcome to participate, meetings take place every first Wednesday of the month and rotate locations around the county.

LA COUNTY PUBLIC EDUCATION MATERIALS

For ordering ESP Survival Guides, SNAP brochures, 5 Step Neighborhood Plan , etc. for your City, please contact Mariela Balam with the Los Angeles County Office of Emergency Management. mbalam@ceooem.lacounty.gov . Remember that these items are available in various languages to better serve the needs of your community.

LINKS:

Area E Website

www.dmae.ca.gov

Area E Regional CERT website

www.areaEcert.org

American Red Cross

www.redcross.org/la-request

California Governor's Office of Emergency Services

www.oes.ca.gov

Disaster Management Area Coordinator's DMAC's online resource website:

www.dmacsonline.com

Federal Emergency Management Agency

www.fema.gov, www.ready.gov

Preparedness Information: (Earthquake Alliance)

www.daretoprepare.org

Shake Out – Be sure to register for October 2014 Shake Out event:

www.shakeout.org

LA County Emergency Survival Program (ESP):

www.espfocus.org

LA County OEM

<http://lacoa.org>

LA County Public Works

<http://dpw.lacounty.gov>

LA Department of Health Services

<http://ems.dhs.lacounty.gov>

**Agenda Report
Area E Disaster Management Joint Power Authority
General Board Meeting**

To: Area E General Board
From: Cullen Armet, Area E DMAC
Subject: **4. DSW Training Plan and Industry Standards**

BACKGROUND

As mandated by the Post-Katrina Emergency Management Reform Act of 2006, all public employees are required to receive basic National Incident Management System courses. As mandated by the California Emergency Services Act (CESA) Law, all California public employees are required to receive SEMS training for managing multiagency and multijurisdictional responses to emergencies in California. Each jurisdiction is responsible for developing a training plan and implementing it according to Federal NIMS and State SEMS training guidance.

One of the primary focuses for the Area E DMAC Cullen Armet has been to ensure that basic emergency management trainings are being offered consistently so that the cities can send their personnel to receive DSW training.

FINDINGS

A city's training plan should be detailed in their EOP and reflect industry standards (SEMS and NIMS). It is not enough for cities to send their employees to the training's being offered by Area E. They need to be tracked and documented by your city and additionally referenced in your training plan.

The California State Training Institute classes have been chosen by the DMAC as the preferred training option for two reasons: they set the industry training standards in the state of California and the County has a list of instructors who are vetted and accessible.

RECOMMENDED ACTION

It is recommended:

1. Area E continue to use the CSTI Training Program from Cal OES until DMAC and Operational Area Partners develop a more condensed DSW training for cities to

use in their onboarding process that is a minimal time commitment, approved by the state and accepted as the "standard" for LA County.

2. Area E Cities review, update or re-write their training plan to reflect suggested training plan standards.
3. Discuss a long term solution for merging DSW Training into the HR onboarding process at each city.

Date: March 16, 2016
 Event: Area E Board Meeting
 Topic: General Board
 Instructor/Facilitator: Andrew Vialpando, Chair

Time: 8:30am - _____



(Number)	First Name	Last Name	City/Agency	Signature
1.	Sam	Choi	Artesia	
2.	Pradeep	Elayath	Artesia	
3.	Art	Jimenez	Bell	
4.	Tom	Rodriguez	Bell	
5.	Joel	Hockman	Bellflower	
6.	Jennie	Kirby	Bellflower	
7.	John	Orpopeza	Bell Gardens	
8.	Anita	Kincherlow	Carson	
9.	Ky	Truong	Carson	
10.	Emely	Merina	Cerritos	
11.	Maria	Meneses	Commerce	
12.	Matthew <i>RAUPH</i>	Rodriguez <i>VIVERO</i>	Commerce	
13.	Stacy	Barnes	Compton	
14.	Jose	Pulido	Cudahy	
15.	Mark	Gillaspie	Downey	
16.	Andrew	Stevens	Downey	
17.	Juana	Hernandez	Hawaiian Gardens	
18.	Tina	Rosas	Hawaiian Gardens	
19.	Edgar	Cisneros	Huntington Park	
20.	Susan	Crum	Huntington Park	
21.	Cosmo	Lozano	Huntington Park	

Date: March 16, 2016
 Event: Area E Board Meeting
 Topic: General Board
 Instructor/Facilitator: Andrew Vialpando, Chair

Time: 8:30am - _____



(Number)	First Name	Last Name	City/Agency	Signature
43.	Rod	Hill	Whittier	<i>R Hill</i>
44.	Yolanda	Martinez	Whittier	<i>Yolanda Martinez</i>
45.	Ashu	Palta	LA Co OEM	<i>Ashu Palta</i>
46.	Cullen	Armet	Area E DMAC	
47.	Jennifer	Cerda	Area E	<i>Jennifer Cerda</i>
48.	Zaira	Villa	Area E	
49.	Chris	Campbell-Jay	ARC-Long Beach	<i>Chris Campbell-Jay</i>
50.	Tori	Kanhayuwa	ARC-Long Beach	
51.	Priscilla	Schoch	ARC-Long Beach	
52.	Cindy	Garibay	CSUDH	
53.	LaFonda	Riggins	LACoF-CSR	
54.	Rosemary	Vivero	LACoF-CSR	<i>Rosemary Vivero</i>
55.	Dorothy	O'Brien	LACoPH	<i>Dorothy O'Brien</i>
56.	Brian	Doyle	LASD- Norwalk	
57.	Jose	Navarez	LASD- Norwalk	
58.	Andrew	Thompson	LASD- Norwalk	
59.	Norm	Zezula	LHH Fire Watch/ Fire Safe Council	<i>Norm Zezula</i>
60.	Marques	Andrew	MSH- Fire Chief	
61.	Randy	Styner	Cal State LA	<i>Randy Styner</i>
62.	Shamika	Ossey	LA County Public Health (SP46)	<i>Shamika Ossey</i>
63.				

Date: March 16, 2016
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 Instructor/Facilitator: Andrew Vialpando, Chair

Time: 8:30am - _____

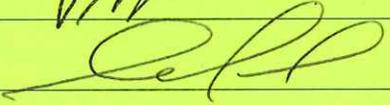


(Number)	First Name	Last Name	City/Agency	Signature
22.	Doug	Graff	La Habra Heights	
23.	Andrew	Vialpando	La Mirada	
24.	Nancy	Hitt	Lakewood	
25.	Mark	Flores	Lynwood	
26.	Peter	Han	Lynwood	
27.	Deborah	Jackson	Lynwood	
28.	Aundre	Dupre	Maywood	
29.	Kurt	Johnson	Montebello	
30.	Rick	Rojas	Montebello	
31.	Kathy	Tai	Norwalk	
32.	Josh	Yordt	Norwalk	
33.	Carlos	Mendoza	Paramount	
34.	Maria	Meraz	Paramount	
35.	Mario	Ponce	Paramount	
36.	Julia	Gonzalez	Pico Rivera	
37.	Hector	Hernandez	Pico Rivera	
38.	Darryl	Pedigo	Santa Fe Springs	
39.	Sheri	Koomen	South Gate	
40.	Yesenia	Barajas	Vernon	
41.	Mike	Busch	Vernon	
42.	Jerry	Winegar	Vernon	

Date: March 16, 2016
Event: Area E Board Meeting
Topic: General Board
Instructor/Facilitator: Andrew Vialpando, Chair

Time: 8:30am - _____



(Number)	First Name	Last Name	City/Agency	Signature
64.	DANIEL	MORENO	CITY OF ARTESIA	
65.	BRADLEY	FAIRFIELD	BELL GARDENS	
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