



**Minutes of the General Board Meeting of Area E Disaster Management
Joint Powers Agreement
October 21, 2015 – NORWALK ARTS & SPORTS COMPLEX**

The General Board Meeting of the Area E Disaster Board was called to order at 8:56 am by Area E DMAC, Cullen Armet.

<p>MEMBERS PRESENT Bellflower – Joel Hockman Carson –Anita Kincherlow Cerritos – Emely Merina Commerce – Ernie Fierro, Ralph Vivero Compton – Stacy Barnes Downey – Andrew Stevens Huntington Park – Joe Settles La Mirada – Andrew Vialpando Lakewood – Nancy Hitt Lynwood – Deborah Jackson Santa Fe Springs – Darryl Pedigo South Gate – Sheri Koomen Vernon – Yesenia Barajas, Mike Busch Area E – Cullen Armet, Jennifer Cerda</p>	<p>MEMBERS ABSENT Artesia – Sam Choi Bell – Tom Rodriguez Bell Gardens – Jeffrey Travis Cudahy – Victor Ferrer Hawaiian Gardens – Juana Hernandez, Tina Rosa La Habra Heights – Charles Hurley Maywood – Carlos Fernandez Montebello – Kurt Johnson, Rick Rojas Norwalk – Raquel Vernola Paramount – Carlos Mendoza Pico Rivera – Steve Gutierrez Whittier – Rod Hill, Yolanda Martinez LA Co. OEM – Ashu Palta Also Present: ARC– Tori Kanhayuwa CSUDH- Gary Singer, Jazzel Baling LACoFire- Rosemary Vivero LACoPH- Dorothy O'Brien LHH- Fire Watch- Norm Zezula LASD-Norwalk- Jose Navares, Donna Johnson</p>
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ROLL CALL- Roll call was taken and self-introductions were made.

PUBLIC COMMENT-

Carson – Conducted a drop, cover and hold exercise and evacuation of city facilities on 10/15/15.

Cerritos – Conducted a security exercise at the Cerritos Mall with the aid of CERT members and activated Emergency Operations Center (EOC) for a functional exercise on 10/15/15.

Commerce – Conducted an evacuation drill on 10/15/15. Are improving procedures to account for staff during evacuations. Activated EOC during a city blackout.

Compton – Will conduct a city disaster drill on 11/19/15 based on El Nino/ flood scenario.

Downey – Conducted facility specific evacuations and EOC functional exercise on 10/15/15. Currently working on after action report.

Huntington Park – Currently monitoring what is needed in supplies and upgrades for EOC.

La Habra Heights Fire Watch – Will conduct an evacuation drill at a later date.

La Mirada – Conducted a shelter operation and evacuation exercise with the American Red Cross as well as a table top exercise with staff on 10/15/15.

Lakewood – Conducted a drop, cover and hold exercise for staff as well as a two session El Nino webinar on 10/15/15.

Lynwood – Conducted evacuation of City facilities and participated in Communications exercise with Area E.

Santa Fe Springs – City staff conducted a full scale exercise using a flood scenario on 10/15/15. Exercise consisted of 5 separate site events and was conducted in conjunction with the City of La Mirada as well as volunteers.

South Gate – Conducted a home fire safety campaign in conjunction with the American Red Cross, providing 157 smoke detectors to residents. Conducted a duck, cover, and hold exercise and evacuation of City facilities on 10/15/15.

Vernon – Conducted an evacuation of staff using flood scenario on 10/15/15. Will conduct EOC training for staff on 11/19/15.

CONSENT CALENDAR

1.0 APPROVAL OF PREVIOUS MEETING MINUTES OF SEPTEMBER 16, 2015

Member Sheri Koomen moved and Member Deborah Jackson seconded that the minutes of September 16, 2015 be approved.

THE MOTION CARRIED BY THE FOLLOWING ROLL CALL VOTE:

AYES: Bellflower, Carson, Cerritos, Commerce, Compton, Downey, Huntington Park, La Mirada, Lakewood, Lynwood, Santa Fe Springs, South Gate, and Vernon.

NOES:

ABSENT: Artesia, Bell, Bell Gardens, Cudahy, Hawaiian Gardens, La Habra Heights, Maywood, Montebello, Norwalk, Paramount, Pico Rivera, and Whittier.

2.0 AMENDMENT TO DMAC CONTRACT- It was recommended that the Area E General Board review and approve the Amendment to the Agreement for Coordinating Disaster Management Services with Area E.

Discussion:

Emely Merina, City of Cerritos stated that the DMAC contract was written to exclude mileage reimbursement. Member Merina requested that review be taken to legal counsel.

Sheri Koomen, City of South Gate stated that for the purpose of time and grants management, this action be approved by the General Board and that the Board can consider renewing the contract when the current contract expires.

Andrew Stevens, City of Downey stated that usual practice for a consultant is to factor in travel costs to contract, which was not done in this case.

Andrew Vialpando, City of La Mirada and Area E Board Chairman stated that travel costs were discussed by the Area E Executive Committee who agreed it should be included. Travel costs will be taken from Travel line item already in place for staff.

Member Andrew Vialpando moved and Member Sheri Koomen seconded that the DMAC contract be amended as proposed.

THE MOTION CARRIED BY THE FOLLOWING ROLL CALL VOTE:

AYES: Bellflower, Carson, Commerce, Compton, Downey, Huntington Park, La Mirada, Lynwood, Santa Fe Springs, South Gate, and Vernon.

NOES: Cerritos, Lakewood

ABSENT: Artesia, Bell, Bell Gardens, Cudahy, Hawaiian Gardens, La Habra Heights, Maywood, Montebello, Norwalk, Paramount, Pico Rivera, and Whittier.

COMMUNICATIONS

3.0 AREA E EXECUTIVE COMMITTEE REPORTS-

Chairman's Report – Vice Chairperson Stacy Barnes

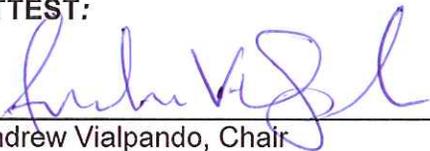
In October, the Area E Executive Committee met with Human Resources Consultant Sharon Greth who provided updates for the Area E office. All employee files have been reviewed and are up to date. A new employee packet was created, as well as an Area E Employee Handbook. Ms. Greth has also managed all of the retirement and health benefits for Area E staff.

Chairman Andrew Vialpando reminded the Board to be mindful that under the Brown Act meetings will be subject to immediate cancellation, if meeting attendance falls below a quorum.

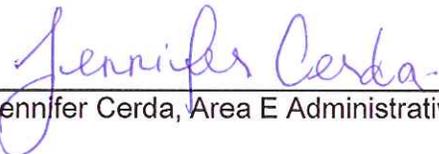
ADJOURNMENT

Due to a quorum no longer being present, the October meeting of the Area E Joint Powers Agreement was adjourned at 9:40 am.

ATTEST:



Andrew Vialpando, Chair



Jennifer Cerda, Area E Administrative Manager

APPROVED:

November 18, 2015