

CITY OF EL SEGUNDO  
JOINT SPECIAL MEETING OF THE CITY COUNCIL AND DISASTER COUNCIL  
**MEETING MINUTES**  
TUESDAY, NOVEMBER 27, 2012 – 8:30 A.M.

**CALL TO ORDER** ~ Mayor Carl Jacobson at 8:33 A.M.

**FLAG SALUTE**

**ROLL CALL**

**City Council**

Mayor Carl Jacobson	-	Present
Mayor Pro Tem Suzanne Fuentes	-	Present
City Council Member Bill Fisher	-	Present
City Council Member Dave Atkinson	-	Present
City Council Member Marie Fellhauer	-	Present

**Disaster Council**

Mayor Carl Jacobson	-	Present
City Council Member Bill Fisher	-	Present
City Manager Greg Carpenter	-	Present
Chief Kevin Smith	-	Present
Chief Mitch Tavera	-	Present
Public Works Director Stephanie Katsouleas	-	Present
Lieutenant Scott Doukakis	-	Present
El Segundo Unified School District Superintendent Geoff Yantz	-	Present

**PUBLIC COMMUNICATIONS** ~ None

**A. MINUTES** from Disaster Council Tuesday, October 23, 2012 ~ Approved

**B. UNFINISHED BUSINESS**

**1. Review of current staff efforts and status report on City's emergency readiness and capability.**

**a. Update by the Fire Department – Fire Chief Kevin Smith**

- 1) Chief Smith provided an update regarding Emergency Food and Water Supply purchase process that is in progress and that a presentation to the City Council regarding the purchases will be happen within the next month or so.
- 2) Stephanie Katsouleas, Public Works Director and Chief Smith selected the City of El Segundo's City Yard as the Storage Location for the Red Cross. This is pending a request on behalf of the Red Cross.

**b. Update by the Police Department – Police Chief Mitch Tavera**

- 1) Chief Tavera recommended to the Disaster Council to renew our purchase of WebEOC. Disaster Management Area Coordinator (DMAC), Jeff Robinson, Captain Evanski, and Lieutenant Doukakis will facilitate the necessary initial training for Operational Area Response and Recovery System (OARRS) and WebEOC to get our people up and running.

- 2) EOC equipment update was provided regarding systems still running, new purchases, IT configurations, upcoming exercises. City Personnel are prepped to be ready for county-wide EOC activation events in March.
- 3) An update was provided regarding City Wide personnel SEMS online and offline courses and training. 100% compliance is the goal. We'll centralize the database and ensure HR has a list of names of people who have completed the courses and training so that when we are audited, information is available, accurate, and easily accessible.
- 4) Part-time Emergency Services Management proposal from Willdan was presented and discussed. Questions and answers ensued, "What If's" scenarios and pros and cons were raised, and the possibility of hiring from interim part-time to permanent full-time employee when need arises. The position would be overseeing City-wide accountabilities and will report to the City Manager. Consensus was reached and direction was given to draft a Staff Report.
- 5) Lieutenant Doukakis provided an update regarding 1040 Radio. Information regarding current issues with the 1040 Radio was revealed, source of issues were explained, and solution to the issues are in progress. Inquiry about Social Media outlets as another resource to receive alert while at work was raised by Council Member Suzanne Fuentes. Discussion ensued regarding other means of receiving information via Social Media and computer. Per the City Council Members request, a presentation will be made to raise people's awareness about the Social Media including Everbridge and Nixle Emergency Alert tools available to the public at a City Council Meeting.
- 6) City Manager Greg Carpenter provided the following updates: a. Mickie Tagle is working on updating the Emergency Management webpage and moving it to a prominent location on the front page of the City's website; b. Reached out to the El Segundo Herald regarding a Biweekly or Monthly Emergency Preparedness article.
- 7) Greg Carpenter provided an update regarding Emergency Supply Vendors and stated that the City Attorney was not comfortable about specific products and was more comfortable with directing people to websites. A lot of information is available on what's in a kit, how to set up a kit, kits sold at Home Depot and such.

**c. Update by the Public Works Department – Director Stephanie Katsouleas**

Provided update regarding Public Works Radios narrowbanding: In November, the RCC was able to upgrade 95% of Public Works radios; the remaining 5% will need to be replaced. This will be done once staff determined how many are needed as some new ones were already purchased.

**d. Update by the El Segundo Unified School District – Geoff Yantz**

None

**e. Update by the El Segundo Business and Industry**

Deputy Fire Chief Eric Moore from the business community and CERT gave a presentation regarding Aerospace state of the art capabilities; and how Aerospace and Airforce base are the most prepared in the City for Emergency Preparedness with core values as their commitment to the people. Aerospace established an Emergency Management Program to protect and preserve life and property, classified info, and technological capability during an emergency.

**D. NEW BUSINESS ~ None**

Next Meeting ~ Tuesday, January 22, 2012 at 8:30 a.m.

**ADJOURNMENT – Meeting Adjourned at 9:22 A.M.**

Prepared by:

Mickie Tagle

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