

**TOPANGA CANYON EMERGENCY MANAGEMENT  
STEERING COMMITTEE**

**Co-Chair: Pat MacNeil  
Co-Chair: Keith Harrison  
Lead Coordinator: Susan Nissman**

**AGENDA**

**October 5, 2006 1:00 – 3:00 p.m.  
T-CEP EOC**

- I. Pat MacNeil Welcome & Introductions  
Review Agenda  
Minutes of August Meeting
  
- II. Susan Nissman Updates on Response & Recovery Work Group
  - Small Animal/Pet Evacuation
  - Hard-to-Reach Populations
  - Prevention Methods
  - RecoveryPresent plans for publications & materials
  
- III. Keith Harrison Status Reports
  - Signage Program
  - Logistics for CSAs & NSAs
  - Calvary Church MOU
  - Emergency Preparedness Planning Guide
  - Governance
  -
  
- IV. Keith Harrison Assignments & Next Steps  
Future meeting times and dates
  - Nov. 16<sup>th</sup> 1 p.m. T-CEP EOC (Nov. 23<sup>rd</sup> is Thanksgiving)Adjourn

**TOPANGA CANYON EMERGENCY MANAGEMENT PLANNING  
STEERING COMMITTEE**

**STATUS REPORT**

INITIATIVE/ISSUE	STATUS	WHO	WHEN
<b>Traffic Control Plan</b>	The plan needs to be revisited after the July 15 <sup>th</sup> Drill		
<b>Signage Program</b>			
<b>CSA &amp; NSA Signage</b>	<p>The <b>CSA and NSA street signs</b> are waiting on the Fire Dept. to approve parking and shelter logistics for the sites so they can be properly oriented and worded. (See Other Signage and Logistics below)</p> <p>The “<b>Bot’s Dots</b>” concept for CSAs is being explored by Public Works.</p>	<p>CERT</p> <p>Maria Grycan</p> <p>Lance Grindle</p> <p>Maria Grycan</p>	
<b>Other Signage</b>	<p><b>New street signs</b> – CalTrans has concerns about placing County signs on a State road. The same situation exists for CSA signs on Topanga Canyon Blvd.</p> <p>Greg Jaquez and Chris Sheppard are researching the status of these.</p>		
<b>Logistics for CSAs &amp; NSAs</b>	Under discussion are supplies, water, port-a-potties (in some locations without facilities), and a cache of supplies.	CERT	
<b>Calvary Church MOU</b>	John Cvjetkovic will check with Keith Garcia of the Red Cross to determine status.		
<b>Emergency Preparedness Planning Guide</b>	<p>OEM, UAS, and KH are consolidating comments from the EMC and will update the document for the August approval process.</p> <p>There was some confusion within OEM about the purpose of the Planning Guide. Some thought that it was intended to be the emergency plan for the community. It was not intended for that purpose, nor does it meet those requirements.</p>		

	See Emergency Management Plan below.		
<b>Emergency Management Plan</b>	There is a need to develop an Emergency Management Plan for Topanga Canyon that will meet the requirements of SEMS and NIMS.  Maria Grycan will develop this, based on the Westlake Village plan.	Maria Grycan	
<b>Governance</b>			
<b>Evacuation Notification</b>	Radios & Transmission Towers: No developments		
<b>Personal Emergency Shelters</b>	No developments		