

## **Topanga Emergency Management Task Force November 16, 2011**

Task Force Members in Attendance:

Pat MacNeil, T-CEP and ARC  
Keith Harrison, CEO, Office of Emergency Management  
Susan Nissman, Cynthia Scott, Third District  
John Adkins, DPW-Road Maintenance Division  
Maria Grycan, Fire Department  
Marge Santos, Chief Executive Office, County of Los Angeles  
Mary Lukins, County Animal Care and Control  
Principal Nicole Sheard, Topanga Elementary School  
Stacy Sledge, Topanga Town Council  
Alli Acker, LACDACERT  
Brad Davis, CERT  
Bruce Royer, Chamber  
Susan Clark, Topanga Animal Rescue  
Ben Squire, Arson Watch  
Beth Burnam, N. TCB Fire Safe Council (newly appointed alt)  
Ryan Ulyate, N. TCB Fire Safe Council (newly appointed primary)

Meeting called to order by Co-Chair, Keith Harrison

### **I. Welcome**

- A. Introductions
- B. Minutes from the August 24, 2011 were reviewed and approved
- C. **Add alternate members/vote on new member.** A list was circulated for members of the Task Force to provide an alternate to provide representation in the absence of a Task Force Member. Motion approved to add new member, North Topanga Canyon Fire Safe Council (NTC-FSC) to the Task Force. Ryan Ulyate will represent at primary and Beth Burnam as alternate.

### **II. Issues and Reports**

#### **A. Development of a Mission Statement for the Task Force**

The Task Force does not currently have a Mission Statement. Members were asked to send their organizations missions to Cynthia Scott. Third District will draft a version for review for the next meeting where a more in-depth discussion will be held to develop a statement for the Task Force.

## **B. NSA Efficacy (Maria Grycan)**

- a. Maria discussed that due to feedback from participants at the last two successful Drill's and Fire's evaluation of the NSAs, with the exception of a few exceptional locations that will be changed to CSA's, the practice of NSA's is going to be eliminated. It was noted that some of the property owners with NSAs may not be maintaining necessary clearance for the NSA. Some participants in the Drill did not feel safe in some of the NSAs.
- b. Fire will evaluate the current CSA's and NSA program and will keep viable locations for use as primary and secondary safety areas. For example, the old town center and market across from Pine Tree Circle could be a secondary CSA as could Fair Hills Ranch. An NSA like on Will Geer Rd could be designated as a CSA.
- c. The Survival Guide and its Supplement will be revised and reprinted as one document. Fire will develop a brochure/mailer to announce at the Drill that the Survival Guide and the Supplement will be revised.
- d. Since the Drill Film includes NSAs, further discussion on whether or not and where to include a general disclaimer was delegated to the Film Committee for recommendations. The film could be posted on several organizations websites to get the message out.
- e. Guide could include a short updated chapter on "lessons learned".

## **C. Drill Committee (Maria Grycan)**

- a. The next Drill will be a complete evacuation of Topanga.
- b. Palisades Charter High School on the coast side of the Canyon and Taft High School on the valley side of the canyon will be the check-in locations. These areas will host a mini emergency preparedness fair representing local orgs like CERT and AW as well as vendors.
- c. Fire will be working on obtaining donations to provide "goody bags" for participants in the 2012 Drill at check-in. SCE has offered flashlights.
- d. Pat MacNeil will check with T-CEP to find out if their organization will be able to accept the donations from contributors for the "goody bags." Pat noted that T-CEP will not be operational in the Canyon during the Drill exercise; however, they will have an office opened in the valley on the day of the Drill.
- e. The group discussed the potential closure of Topanga Canyon Boulevard during the Drill and only allowing entrance to residents of the Canyon which is not unlike the annual parade closure by CHP.
- f. Maria is hoping to get the media, for example KNX, to play.
- g. CHP would like to offer a class in preparedness for equestrians during the Safety Week prior to the drill.

D. **Drill Film** - Bruce Royer indicated that the film is ready and that he is able to easily edit, if there is a need to do so.

**E. Communications Committee Updates (Stacy Sledge):**

- a. CHP has an office in the building next to T-CEP. However, it does not serve as a substation.
- b. The grand opening of the Topanga Library will be held on 1/21/12. CHP and Sheriff have indicated that they are considering using available space in the new Library to for a few hours each week to meet with residents that may come in to register complaints and/or obtain information.
- c. Stacy indicated that the Communications Committee is considering placing a web-cam at Smoky Bear that would be connected to onetopanga.com website which could also be used as an educational tool. Technology resources at Station 69 are being reviewed.
- d. The group agreed to buy a full page ad in the Topanga Messenger holiday issue with a save the date appeal.

**F. Community Services Fair (Cynthia Scott)**

Although not on the printed agenda, the Task Force agreed to have a brief report on the Community Services Fair which was held on 10/2/11. Cynthia Scott reported that all invited County Departments were in attendance. However, community participation was lower than in 2009. The Fair takes place every two years and various suggestions were made to improve attendance. Ideas ranged from having activities for children to having departments conduct individual presentations, to inviting other local agencies, municipalities, and communities of the Santa Monica Mountains. In the future, Pat MacNeil will be the County liaison. Since the next fair will not take place until 2013, more detailed planning discussions should will take place at a later date.

**G. Other Reports**

Beth Burnam of the North Topanga Canyon Fire Safe Council (NTC-FSC) reported that the NTC-FSC was awarded a grant in the amount of \$81,850 from the California Fire Safe Council. This grant requires an equivalent match in resources for the project, Route 27 EASE. Volunteer and in-kind contributions will help secure this match. Work will entail removal of hazardous vegetation on TCB, education with T-CEP and the Neighborhood Networks, and assessment of homes. They have been meeting for the last 1.5 years and recently conducted a survey which had 180 responses.

**III. Future Agenda Items:**

1. Development of TEM Task Force Mission/Vision Statement
2. NSA Information outreach re new practices
3. Revision of Survival Guide and Supplement
4. 2012 Drill

**IV. Public Comments** – None.

Next Meeting scheduled for February 8, 2012 at 9:30 am at the new Topanga Library.