

Meeting of the Topanga Emergency Management Task Force held on November 17, 2010

Task Force Members in Attendance:

Keith Harrison, CEO, Office of Emergency Management
Cynthia Scott, Board of Supervisors, Third District
Chief Anthony Whittle, Maria Grycan, Fire Department
Marge Santos, Chief Executive Office, County of Los Angeles

Pat McNeil, T-CEP and ARC
Bruce Royer, Chamber of Commerce
Claire Davis, CERT
Eric Fox, LASD
Abigail Bok, Arson Watch
Mary Lukins, ACC
Stacy Sledge, Town Council
Nicole Sheard, Topanga Elementary School
Susan Clark, T-CEP (alt for Alli Acker)

Meeting called to order by Co-Chair, Keith Harrison

I. Minutes from the August 18, 2010 meeting were reviewed and approved.

II. County-wide Drill

A. **Drill Film 2010** – Bruce Royer presented a video which showed interview clips on the Safety Plan at Topanga Elementary School with former principal, Liam Joyce, and former Fire Chief, Gary Burden. He is also working on segments with CERT, Arson Watch, and Animal Rescue. He will have a more final version at the end of January.

B. **Planning for the 2011 Drill** – Chief Whittle indicated that the Fire Department will continue to identify issues to begin planning for the 2011 Canyon Drill:

- a. Potential use of the Topanga Elementary School for the Drill Command Post.
- b. May 7th and May 14th are tentative dates for the use of the school
- c. A Board motion is necessary in order that Alert LA can be used for the Drill. Cynthia Scott will draft a Motion the Supervisor to introduce at a meeting before May.
- d. Items that may be included in the Drill: expansion of the workbook to include pictures; obtaining testimonials from survivors of past Topanga fires; inclusion of pictures of the NSAs to show Topanga residents what they should be doing in the case of a real

emergency. Since it would be impractical to evacuate the entire Canyon in a practice drill, it might be more feasible to conduct evacuation of a few zones each year on a rotating basis.

- e. Lost Hills Sheriff requested to be included in the quarterly planning meetings and suggested that the West Valley CHP should be included as well.
- f. A subcommittee will be formed for the 2011 Drill. Maria Grycan will send out the notices in December 2010.
- g. The North Topanga Fire Safe Council has been established. Recently they hosted a neighborhood demo safe landscaping event.
- h. The Difference between Red Flag vs. Fire Alert should be communicated to the Topanga residents. Maria will simplify J. Lopez's Smoky Bear activity levels for the group.
- i. A press release should be issued to advise residents not to connect private hoses to fire hydrants. The Las Virgenes Water District issued a press release, which could be used to develop a similar one for issuance by Waterworks District 29.
- j. Hydrants in Topanga are identified with signage and bots dots in the road.
- k. The first test case of the striping project was a success.

C. SMMtns Fire Safe Alliance – The next meeting is set for 12/2/10. Discussion will include brush clearance on public conservancy lands.

III. Issues and Reports

A. Multi Agency Meeting

Maria Grycan indicated that the meeting was conducted in September and included LA County Fire, LA City, County of Ventura, DPW, Animal Care and Control, LAUSD and the American Red Cross. The meeting resulted in good dialogue and exchange of information about resources among the participating agencies. This meeting will take place on an annual basis. Maria will provide a listing of the agencies and their representatives who attended the meeting.

B. Communications Subcommittee Report

- a. Topanga Fair - A suggestion was made that the Topanga County Service Fair and the Emergency Preparedness Fairs should be combined into one event. Pat McNeil of T-CEP will make an inquiry to the T-CEP Board to determine if they would support this idea.
- b. Updates to the Topanga Disaster Survival Guide and supplement – Phyllis Persechini will be asked to do the updates for posting online.

- c. Kiosks – suggestion to have kiosks with zone maps located at Pine Tree Circle and the Post Office but will need to identify specifications for design, installation, and location. Cynthia will work with the Exec Office for sources and quotes.
- d. Discussed the idea of classes that day laborers can do that will “certify” and teach them safe practices clear brush.
- e. J. Lopez will look into revising the online Spanish version of the Emergency Survival Tips brochure to improve the translation.
- f. J. will also look at translating an online Town Council- T-CEP postcard regarding weed-wacking instructions.
- g. More CSA education is needed in the community. Maria is working with Rebecca Goldfarb of the Neighborhood Networks.

IV. Agenda Items for the January 2011 Meeting:

- 1. Report on Drill Planning for 2011
- 2. Update on combining the Topanga Service Fair and the Emergency Preparedness Fair into one event.
- 3. Mile Markers
- 4. Film Report

Next meeting is February 16, at 9:30 am at the T-CEP-EOC. It is the responsibility of each member to send an alternate, if the member cannot attend.