

Topanga Emergency Management Task Force
May 19, 2010

Welcome and Introductions were made. Guests included Topanga Town Council alternate for Stacy Sledge, Rebecca Goldfarb and Anne Marie Donkin with The Messenger. Pat MacNeil requested to add to agenda item: Review and Approval of Meeting Minutes. Corrections to minutes: Keith Harrison made a correction that the Topanga Community Wildland Fire Evacuation Plan was approved by County Emergency Management Council. Maria Grycan noted that the Drill Sub-Committee was co-chaired by Chief Burden and herself. And the first meeting was on 2-1. Susan Nissman asked for correction of EOC to T-CEP EOC. Susan moved the approval of minutes and Abigail Bok seconded.

Keith Harrison directed discussion of the group's formation and protocols. As a quasi formal planning group, TEMP Steering had achieved its goals of preparedness. An on-going official committee to ensure that exercises, planning, and partnering with community continued, necessitated the creation of the Task Force. Meetings are conducted with Robert's Rules format with a quorum of voting members. Sub-com's cannot have a majority of members or they have to publicize with a 72 hour notice in accordance with the Brown Act. Alternates may be selected by each member. They will be identified with an * on the sign-in roster.

Maria reported on the Safety Week Drill After-Action Results. Susan recognized Maria's exceptional efforts to do orchestrate the week's events and players. A draft report was distributed. She is still inputting evaluation forms with feedback and volunteer input. Report was broken down into Background, Planning, Safety Week Scenario, Survey, Observations, and Feedback. Community participation tripled since the July 2009 Drill. At the CSA's, 582 persons signed in and at the NSA's 457 persons signed in. At this point, survey results indicate that 371 persons would have evacuated. There was a good participation from law enforcement. Ventura County was not present but there is a good working relationship with them. CHP attended briefly. Pat reported that T-CEP felt it was the best exercise yet with more and better trained people largely due to the increase in Neighborhood Network outreach. This will be an annually scheduled event. Maria suggested that the event not be on May 1 again as resources were busy with the annual protests. Also we need to make the Command Post, Topanga Elementary School due to its favorable size and convenient location and parking. She also will not use blue paper again on the mailer forms as this does not fax clearly. Alert LA did not explain their denial to notify residents despite a previous commitment. All agreed that this system needs to be tested. Maria will explain on the T-CEP website. In future, a Board of Supervisors motion must be in place beforehand to ensure that this happens. Notifications need to be coordinated with T-CEP and the Neighborhood Networks in future as well.

Susan discussed the Santa Monica Fire Safe Alliance progress to date. The brochure is being printed this month. Maria volunteered to link from www.topangasurvival.org to it at the LACo Fire-Forestry site. Fire Safe Councils are sprouting up all over Topanga and some are organized enough to apply for grants.

Agenda Items for the next meeting were offered. Meeting was changed from 7-21 to **8-18**. We will need a report from Waterworks District 29 on their watermain construction projects. There also needs to be some follow-up on the process to open the gate at the Tuna Water Tank during an exercise or actual emergency incident. Maria will have a final Drill After-Action Report. And an update by J. Lopez regarding the CWPP and Fire Safe Councils would also be of value.

Pat called to adjourn the meeting. Susan moved and Maria seconded.