

EMERGENCY PREPAREDNESS COMMISSION

July 17, 2014

I. CALL TO ORDER

Meeting was called to order at 7:00 p.m.

Present: Jonathan Nakapalua, Tim Howard, Nasir Lalani, Betty Reutter, Evelyn Chua,
Mike Berryhill, Don Clendenin, Mercedes Albana

Excused: Pam Wells

Absent: Brian Shreve, Stephen Strauss

Liaison: Althea Polanski

Staff: Sean Simonson

II. PLEDGE of ALLEGIANCE

III. APPROVAL of MINUTES – The minutes from the May 15, 2014 meeting were approved.

Motion: Howard

Second: Reutter

Ayes: All

IV. PUBLIC FORUM

None

V. ANNOUNCEMENTS/CORRESPONDENCE

VI. APPROVAL OF AGENDA – Motion :Howard

Second: Lalani

Ayes: All

Seated Alternate Commissioners, Chua and Nakapalua seating as voting members

VII. PRESENTATION: NONE

VIII. STAFF REPORT:

- a. **SAFE UPDATE:** class in August, online registration to be available, email OES Simonson for registration as well.
- b. New Points of Distribution container and equipment at the Sports Center.
- c. Communication van upgrades are in the programming process.

IX. NEW BUSINESS:

- a. Community CPR Training: community welcomed the event. Possibility to have those who participate in CPR to sign up for CERT Training immediately following the class.
- b. Make a Difference Day (October): More SAFE members involved. Look into Quakehold trailer simulation, balloon animals, toy giveaway, and fire extinguisher demo/video. **ACTION ITEM:** Evelyn & Mercedes to reach out to Francis Managalay regarding booth/event info. Continue in September meeting.
- c. EPC Mission and Goals: Look into a possible budget for next year. Update the list of goals and objectives (Berryhill)

IX. UNFINISHED BUSINESS:

- a. **ACTION ITEM:** Active SAFE Team members to use Sports Center recommendation to go to Council in August (OES Simonson/ Vice Mayor Polanski)

- b. SAFE Drill scheduled for Sept. 13. Use EPC members as observers. Pre-meeting at Station 1 to review drill participation. **ACTION ITEM:** Commissioner Howard to create a sign up sheet and email specifics of the drill along with the sign up sheet.
- c. Brainstorm ideas for possible scenarios for future drills: ongoing
- d. SAFE Program Advancements: ongoing
- e. Community & Faith Based Organizations: ongoing
- f. Social Media (Wells): **ACTION ITEM:** Add SAFE Class (August) to Facebook page. Ongoing.
- g. EPC Website:
 - 1. defunct links, no new links (ongoing)
 - 2. traffic stats (Vice Mayor Polanski to ask for Sept. meeting)

X. TEAM REPORTS REMOVE TEAM REPORTS AND QUALIFY UNDER UPDATES

A. Public Education

- 1. New FEMA PSAs: (Howard) ongoing

B. Community Outreach

- 1. Flyers at City Facilities (Albana & Lalani): Checked MCC and MSC. **ACTION ITEM:** City Hall, Senior Center, Community Center, Sports Center, Police Dept., Library and Station 1 to be completed.
- 2. Personal Emergency Plan (PEP) (Reutter): NONE
- 3. Map Your Neighborhood (Clendenin):

XI. ADJOURNMENT

The meeting was adjourned at 8:46 p.m.