

Work Session

Agenda Item #	3
Meeting Date	February 17, 2016
Prepared By	Ron Hardy Emergency Preparedness Manager
Approved By	Suzanne Ludlow City Manager

Discussion Item	Report from the Emergency Preparedness Committee and the Emergency Preparedness Manager
Background	<p>The Emergency Preparedness Committee was established by the City Council to provide community input on the City's planning and preparations for emergency operations and to involve residents in providing appropriate levels of community preparedness for all hazards.</p> <p>Current members of the Emergency Preparedness Committee are listed below.</p> <p><u>Resident Members:</u> Rebecca Chestnutt (Ward 3), Andy Kelemen (Ward 1); Patrick Kimvilakani (Ward 2); Jennifer Kurtinitis, Community Co-Chair (Ward 1); Kathleen Quinn (Ward 2); Claudine Schweber (Ward 3).</p> <p><u>Representative Members:</u> Ron Hardy, Takoma Park Emergency Manager and City Co-Chair of the Committee; Thomas Horne, Takoma Park Volunteer Fire Department; Joe Corona, Montgomery County Office of Emergency Management and Homeland Security; Kamelah Jefferson, Washington Adventist Hospital Office of Emergency Management; and, Dr. Herma Percy, Washington Adventist University.</p> <p>Jennifer Kurtinitis and Ron Hardy will be at the meeting to provide the update on plans and activities.</p>
Policy	The Emergency Preparedness Committee assists the City in coordinating with Montgomery County and other agencies to educate residents on their individual responsibilities for preparing their households for emergencies and providing information on what residents can expect from the City and County during an emergency.
Fiscal Impact	N/A
Attachments	City Council Report – February 17, 2016
Recommendation	N/A
Special Consideration	

City Council Report
Emergency Preparedness Committee
City of Takoma Park
February 17, 2016

- A. Reviewing the City's Emergency Operations Plan and other supporting emergency documents and recommending changes to the Council and City Manager.

2015

- Ron Hardy has shared the All Hazards Plan with Committee members for their review and feedback.
- Ron worked on the Threat and Hazard Identification and Risk Assessment for the Council of Governments (COG). Solicited feedback from Committee members on scenarios.

2016

- The Committee will support any requests to review documentation.

- B. Exploring the formation of volunteer neighborhood teams that can assist City Departments in carrying out emergency activities when called upon.

2015

- The Committee did not focus on the formation of neighborhood teams.

2016

- The Committee will review this as we plan our activities for 2016.

- C. Coordinating with the City, Montgomery County, and other agencies to educate residents on their individual responsibilities in preparing their households for emergencies and providing information on what residents can expect from the City and County during an emergency.

2015

- A representative of OEMHS attends Committee meetings when possible and shares information and updates from the County.
- Supported a table and passed out emergency preparedness flyers at the National Prescription Drug Turn In day.
- Committee members authored and have had articles posted regularly in the City Newsletter.
- Promoted the new Montgomery and Takoma Park Alert systems
- Had a presence at National Night Out but evening was very rainy
- We have had initial discussions about connecting with the radio station once it is up and running
- Again received a generous donation of weather radios from Washington Adventist Hospital to support our outreach efforts. In addition, we received a donation of headlamps from the Orlo Fund.
- The Committee has planned the following events in honor of Preparedness Month in September:
 - Efforts focused on 3 buckets
 - General preparedness
 - City employee preparedness
 - Citizen preparedness

- Training City Proclamation issued by the Council
- Committee emergency PSAs were run on Takoma Cable
- Supported a table and passed out emergency preparedness flyers at the Folk Festival
- Updated Committee website with links to PSAs, volunteer resources and general preparedness information
- Emergency Preparedness Trivia Night
- Once again promoting the purchase of emergency kit items via local hardware stores
- Apartment complex outreach

2016

- Ron Hardy and Claudine Schweber gave a presentation to the Ritchie Citizens Association focused on cyber attacks and general preparedness.
- The Committee is developing our plans for 2016. As of right now, we expect to:
 - Have an outreach table at the following events:
 - Celebrate Takoma
 - National Night Out
 - Takoma Folk Festival
 - Takoma Street Festival
 - Connect with Takoma Radio
 - Invite emergency preparedness/response/recovery speakers to Committee meetings on a bi-monthly basis.
 - Submit regular articles to the Takoma Newsletter.
 - Update the Committee website into a more dynamic page.

D. Collecting and providing, as appropriate, research and data as well as assembled comments on emergency-related events for the Council.

2015

- Thankfully the Committee had few concerns to focus on during the year. The Committee discussed walking on snow and ice in the winter and the concerns that can create for some residents, particularly older residents.

2016

- The Committee discussed the January snowfall during our first meeting of the year and is in process of compiling additional information from the community. This feedback will be provided to the Council.

E. Reporting to the Council on the Committee's progress 6 months after the Committee starts operating and every 6 months thereafter. Each report will provide information on upcoming plans for the Committee along with recommendations for improving the City's emergency preparedness, if appropriate.

2015

- Jennifer Kurtinitis and Ron Hardy provided the first bi-annual report on March 17. The second bi-annual report was provided on September 8 during Preparedness Month 2015.

2016

- Jennifer Kurtinitis, Claudine Schweber and Ron Hardy to provide first report for the year on February 17.

F. Coordinating with Montgomery County to offer and promote citizen training programs for residents.

2015

- The Committee shares information regarding upcoming Citizen's Emergency Response Team (CERT) training.
- Committee members receive monthly training updates distributed by OEMHS and any additional training announcements shared by Committee member channels.
- The Committee is exploring additional avenues to promote CERT training.

2016

- The Committee will promote additional training opportunities as we receive them throughout the year.

G. Identifying and promoting volunteer opportunities during emergency situations to Neighborhood Safety Contacts, citizen patrols, citizen associations, persons who serve or care for special City populations, and other City residents in concert with the agency within Montgomery County that is responsible for volunteers during emergencies.

2015

- No incident occurred that was large enough to recruit community volunteers.

2016

- To date, no incident occurred that was large enough to recruit community volunteers. The Committee will work with OEMHS should a large event arise.

H. Advising the City on strategies to improve the effectiveness and efficiency of City preparedness activities and its relationship with relevant agencies, organizations, and community groups.

2015

- The Committee continued the practice of strategic planning at the beginning of the year. Focal points identified were:
 - Continuing to promote youth preparedness outreach
 - Inviting subject matter experts to speak at Committee meetings
 - Preparedness Month events
- Refresh of Committee meetings. We have 2 subcommittees that meet as needed (Training and Exercises) to further discuss topics outside of regular Committee meetings.
- The Committee partnered with the Montgomery County Amateur Radio Emergency Service (ARES) at our Takoma Street Festival table to demonstrate the ability to send emergency messaging via radio.

2016

- The Committee is in the middle of strategic planning to plan our 2016 activities.

- At the September 2015 bi-annual presentation, Council members requested more information on how they can help support residents during an emergency. The Committee is reviewing existing documentation and will provide a summary to the Council.

I. Providing opportunities, when appropriate, for Council members to be present during emergency exercises as observers and solicit their feedback after an event.

2015

- Ron Hardy ran a tabletop briefing/exercise for Department heads in February. The scenario involved a tornado.
- An Active Shooter exercise was held at John Nevins Andrews School.

2016

- Ron is currently developing two active shooter table top exercises for Police Department supervisors.
- Ron is also developing fire and shelter-in-place drills for City staff.

Additional

- Member Recruitment - while guests are always welcome and encouraged, we currently have one vacancy for a committee position. Wards without representation include 4, 5 & 6.