

City of Takoma Park Emergency Preparedness Committee

Minutes: September 28, 2006, 8:30 - 10:00 a.m., Community Center Atrium Meeting Room

(Minutes adopted October 26, 2006)

Members Present:

Sharon Burke (Resident) - by speaker phone
Henry C. "Buddy" Daniels (PSCAC Representative)
Chief Brian Geraci (Montgomery County FRS, Homeland Security)
Wayne Hobbs (Deputy City Manager)
William Hentosh (Washington Adventist Hospital)
Tom Horne (TPVFD)
Wolfgang Mergner (Resident)
Jessie Carpenter (Recording Secretary - Non-voting)
Venita George (Staff - Non-voting)

Members Absent:

Stacy Baker (Resident)
Melanie Collins (Resident)
Acting Police Chief Ed Coursey

Agenda Item	Discussion	Action Item(s)	Responsibility
Roll Call and Approval of Agenda	The meeting was called to order at 8:35 a.m. Mr. Hobbs reported that Linda Rabban has resigned from the Committee.		
Approval of Minutes	Minutes of the meeting of August 31, 2006 were approved. Motion by Horne; second by Daniels.		
Introduction of Venita George	Mr. Hobbs introduced Venita George, City staff member assigned to assist in the preparation and maintenance of the City's Emergency Plans. Ms. George can be contacted at VenitaG@takomagov.org or at 301-891-7266.		
Review of City Deliverables	.		
4a) Assist City with Communications Plan	There was nothing to report.	Dr. Mergner and Mr. Daniels to meet with Mr. Hobbs	Mergner, Daniels, Hobbs
4b) Outreach at Takoma Park Community Events	The Committee discussed plans for the October 3 StreetFest. Chief Geraci reported on outreach at the Folk Festival. He noted that a few people signed up for CERT training.		
4c) Identify Funding	Nothing to report. Meeting to be set up.	Set up meeting to	Hobbs,

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Opportunities		identify funding opportunities.	Hentosh, Mergner, Burke
4d) Emergency Plan Review	Mr. Hobbs reported that the City staff is concentrating on completion of 100 and 700 level NIMS training. He noted that last month, the Committee agreed that members would take 100 and 700 as well.	Committee members to complete 100 and 700 level NIMS training.	All. Certificates should be given to Mr. Hobbs.
4e) Double CERT Volunteers from Takoma Park	Mr. Daniels reported that seven people have indicated that they would take the CERT training if it is to be offered in Takoma Park. Mr. Daniels reported that he has reserved space. The CERT training location will remain undetermined until Chief Geraci is certain there will be enough people signed up to take the training in the Takoma Park area. The Committee discussed means of publicizing the training.	Recruit volunteers to take CERT training.	All.
4f) Six-month Report to Council	The update to the Council is to be given at a November Council meeting.	Schedule update.	Carpenter, Baker
4g) NIMS Training for Committee Members	Discussed above.		
5. October Meeting and Election of New Chair	Mr. Hobbs reported that Ms. Baker would be willing to continue to serve as Chair if it is the will of the Committee. The Committee discussed the need to recruit new members.	Next Meeting: October 26, 2006	
6. Discuss Update of Committee Deliverables as Item for November Meeting	The Committee deliverables are to be addressed in detail at the next meeting, to include discussion of past deliverables and deliverables for the next six months.		

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Other Topics	<p>Dr. Mergner volunteered to assist the Recreation Department with development of their emergency plan.</p> <p>Mr. Hentosh noted a December 7 exercise that may provide a good opportunity for the City to be involved. Chief Geraci will provide further information if he learns more about the exercise.</p> <p>Mr. Hobbs asked the Committee if there was any interest in hearing from an individual who is an authority on preparing for avian flu. He noted, that the individual is offering to sell related products, but the presentation still seems to be worthwhile.</p> <p>Mr. Hentosh reported that there would be community forums on avian flu scheduled in October. He will provide additional information.</p>	Mr. Hobbs to inform Recreation Director Haiduvan of the officer of assistance.	Hobbs Mergner
Adjourn	The meeting was adjourned at 9:14 a.m.		