

Present:

Stacy Baker (Co-Chair, Resident)
 Henry C. "Buddy" Daniels (PSCAC Representative)
 Sharon Burke (Resident)
 Acting Police Chief Ed Coursey
 Wayne Hobbs (Co-Chair, Deputy City Manager)
 William Hentosh (Washington Adventist Hospital)
 Tom Horne (TPVFD)
 Wolfgang Mergner (Resident)
 Jessie Carpenter (Recording Secretary - Non-voting)
 Jim Jarboe (TPVFD - Guest)

Agenda Item	Discussion	Action Item(s)	Responsibility
1. Roll Call and Approval of Agenda	The meeting was called to order at 8:33 a.m.		
2. Approval of Minutes	Minutes of November 30, 2006 were approved as amended. Motion by Mergner; second by Hentosh.	Amend minutes	Carpenter
3. Communications Plan - Review Additional Recommendations of the Communications Subcommittee	<p>Dr. Mergner reported on his testing of radios for residents to purchase for emergency use. He found that reception was frequently poor in the area for WTOP. He will continue his research and report back.</p> <p>Tom Horne presented a draft proposal to install five warning sirens in the city. The proposal was deferred to the next meeting.</p> <p>Dr. Mergner reported on ham radio operators. He said he intended to write to the 43 operators in the city to see if they would be willing to meet to discuss their interest in participating.</p> <p>The committee discussed working with the ham operators and indicated this was a positive avenue to pursue. More work is needed, including how messages would get from the operators to residents in the neighborhoods.</p> <p>The committee discussed how emergency messages are routed to the County emergency broadcast system. There is a need to spell out the details in the EOP.</p>	Report back to Committee on follow-up items: radios, sirens, ham operators.	Mergner, Horne

Agenda Item	Discussion	Action Item(s)	Responsibility
<p>6. Discuss Deliverables for the Next Six Months</p>	<p>The Committee discussed deliverables for the next six months:</p> <ol style="list-style-type: none"> 1. Assist with and review the Emergency Operations Plan and Continuity of Operations Plan. 2. Outreach. 3. Research Funding Opportunities (but narrow it to grants for volunteers through organizations like Americorps, Vista, NCCC). 4. Continue to monitor the status of the City's planning for emergencies. 5. Create a measurable CERT volunteer objective, including recruiting new volunteers and retaining existing volunteers. 6. Complete next six-month report to Council. 7. Keep the NIMS training deliverable. 8. Increase registration on Alert Takoma, create pilot strategies to increase enrollment, track registration monthly. 9. Develop strategies to engage community networks in preparedness activities. 10. Recruit new committee members – the committee decided not to take this on as a deliverable. 11. Evaluate the committee's performance and recommend improvements. The committee eliminated this. <p>Ms. Baker will mail the list to members for further review.. Anyone who would like to take on a deliverable or share responsibility should add their name.</p>	<p>Send proposed deliverables to Committee</p> <p>Review deliverables and consider which to volunteer to take the lead on</p>	<p>Baker</p> <p>All</p>
<p>Adjourn</p>	<p>The meeting was adjourned at 10:03 a.m. The next meeting will be held Thursday, February 22, 2007.</p>		