

Present:

Stacy Baker (Resident)  
 Henry C. "Buddy" Daniels (PSCAC Representative)  
 Jason Christ (Resident)  
 William Hentosh (Washington Adventist Hospital)  
 Wolfgang Mergner (Community Co-Chair, Resident)  
 Chief Ron Ricucci (City Co-Chair)

Ed Coursey, Police Captain

Jessie Carpenter (Recording Secretary - Non-voting)

Absent:

Tom Horne (TPVFD)  
 Robert Jones (Montgomery County)  
 Anne Ludlow (Resident)

Agenda Item	Discussion	Action Item(s)	Responsibility
1. Roll Call and Approval of Agenda Approval of Minutes	The meeting was called to order at 8:30 a.m.  Minutes of January 31 were approved with amendments (motion by Baker, the motion was seconded).	Finalize minutes	Carpenter
2. Old Business New Members Progress Reports	<p><u>Membership</u>                      Mr. Christ reported that he had contacted the church on Larch Avenue. Dr. Mergner made a contact at the Montgomery County Minority Affairs Office and is awaiting a reply. He also contacted the various business communities in the city.</p> <p>Committee members agreed to pursue the following:</p> <ul style="list-style-type: none"> <li>• Consider focus on current CERT volunteers and old EPC members, including prior applicants. Get the CERT list from Bob Jones.</li> <li>• Contact Mary Kendall, CSAFE Program Director</li> <li>• Consider additional articles in the City Newsletter</li> </ul> <p><u>Progress Reports</u></p> <p>a. Ms. Baker distributed the final Member Orientation and Continuing Education checklist.</p> <p>B. Warning System Pilot Study. Capt. Coursey explained the program was funded through the UASI (Urban Area Security Initiative). Homeland Security funding is channeled through the states or UASI. Ms. Baker will further explore the funding mechanism and will check on Arlington's experience with their pilot. The next step is to talk to Arlington. It was also suggested to check to see if there are any plans to expand the study and, if</p>	<p>Contact CERT volunteers in the city.</p> <p>Contact old members/applicants.</p> <p>Contact CSAFE Director</p> <p>Contact Arlington</p>	<p>List from Bob Jones</p> <p>Jessie to provide information</p> <p>Chief Ricucci</p> <p>Baker</p>

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	<p>so, to see if Montgomery County would consider taking it on for the lower part of the County to include Takoma Park.</p>		
<p>3. Actions Major EPC Deliverables</p>	<p><u>Deliverables</u></p> <p>The committee agreed:</p> <ul style="list-style-type: none"> <li>• Delete 1A, review of the COOP from the list. The Committee had already recommended its adoption suggesting that staff develop a mechanism to improve it.</li> <li>• Keep 1B, review of the revised Emergency Operations Plan and revised annexes. Chief Ricucci indicated that the staff has been asked to review the plan.</li> <li>• Revise 2, to remove the JazzFest from the events to attend for outreach. Ms. Baker will continue to chair the outreach at events effort.</li> <li>• Delete 3, the committee discussed the potential usefulness of an outreach volunteer, but agreed to strike it from the list.</li> <li>• Keep 4, "Review status and assess progress on major City preparedness milestones." Chief Ricucci will get a written status report. Mr. Hentosh suggested it should include where items are stored, expiration date, how the supplies can be accessed. Dr. Mergner will insert dates for milestones.</li> <li>• Keep 5, "Increase trained CERT volunteers," set new goal with baseline of 22, however, it will depend on whether the County is offering training. Mr. Daniels will try to obtain a list of names of trained CERTS, and will provide information on what is happening with CERT at Montgomery County.</li> <li>• Keep 6, "Increase registration on Takoma Park Alert," with the goal of increasing registration by 20% in 2008. Suggestion to add to a future agenda for brainstorming ideas to increase registrations. Capt. Coursey reported a large increase due to promoting the idea to CUC and Montgomery College. To date there are 734 users.</li> <li>• Delete 7 because no one signed on to be responsible for it, but add a revised deliverable to participate with the Montgomery County pilot program "Neighborhood Ready" and help to evaluate it. The committee is to help find two target groups.</li> </ul>	<p>Update deliverables</p>	<p>Mergner</p>

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	<ul style="list-style-type: none"> <li>• Keep 8, add provision of materials per the member orientation checklist.</li> <li>• Keep 9, search for new members as discussed above.</li> <li>• Keep 10, report to the Council as scheduled.</li> </ul>		
<p>4. Subcommittees and Review/Action Items: "Task Force on Communication"</p>	<p>The committee discussed the "Proposal for an Emergency Communication System : Report from the Task Force for Non-electronic Communication"</p> <p>The report recommends 1) addressing superacute emergencies with sirens, 2) institution of a permanent campaign regarding the emergency warning and information system, 3) promotion of the acquisition of radios and weather radios by residents, 4) development of a communication system that allows the neighborhood to communicate back with the Emergency Operations Center (EOC).</p> <p>Comments included:</p> <ul style="list-style-type: none"> <li>• Reverse 911 has not yet been tested.</li> <li>• 15-25% of households have given up their land line phones.</li> <li>• When CERT is activated, they could be an asset for Montgomery County, not Takoma Park. Should the City have a second tier in its plan.</li> <li>• How to communicate back to the EOC with radios.</li> <li>• Concern that people will not keep radios charged. The best asset is police and fire personnel going through the community.</li> <li>• Need multiple ways to communicate. There is a small cache of two way radios that could be provided to volunteers to provide communication back to a central point, which would be six or eight points of contact, in addition to police and fire personnel.</li> <li>• Need to keep in mind "is the juice worth the squeeze" on planning for some situations.</li> </ul> <p>Continued discussion on the plan is needed.</p>		
<p>5. State Pandemic Flu Exercise</p>	<p>Mr. Hentosh reported that the State Department of Health and Mental Hygiene is organizing a pandemic flu exercise for June 17, 18 and 19. Capt. Coursey will check to see if this is an opportunity for the City to participate.</p> <p>This should be added to the March agenda for discussion.</p>	<p>Check on pandemic flu exercise.</p>	<p>Coursey</p>

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Meeting Dates	The regular meeting date has been changed to the third Thursday of each month: March 20; April 17; May 15; June 19.		
Adjourn	The meeting was adjourned at approximately 10:00 a.m.		