

Emergency Preparedness Committee
Meeting Minutes for 21 May, 2009

Members Present

Jason Christ	Wolfgang Mergner
Bob Jones	
Jennifer Kurtinitis	Ron Ricucci
Bill Hentosh	Anne Ludlow

Others Present

Edward Coursey
Andy Kelemen

Excused

Robert Wedemeier

Meeting Minutes (adopted June 25, 2009)

- The Meeting started at 9:09 am at the "Emergency Operations Center" (EOC) facility of Montgomery County in Gaithersburg (1300 Quince Orchard Blvd, Gaithersburg, MD 20878).
- April's meeting minutes were adopted unanimously; Bill put it to vote, Anne seconded.
- Bob Jones explained the operation of the EOC and named the various functions the EOC is expected to perform. Bob repeatedly emphasized that the EOC was a "**support organization**" and thus has no command authority. Incident command is solely the responsibility of the designated "incident commander". Fulfilling each of the EOC's functions are the responsibility of representatives of various organizations, each of which have a designated computer "station" in the EOC proper. These stations must be "manned" when an incident is declared. Such stations include, transportation, fire, urban search and rescue, Red Cross, police, federal agencies, etc. This is not a "hardened" operations center.

Recommendations:

Bob's talk was followed by a short meeting where Wolfgang asked for recommendations for TP cable shows and articles for the Takoma Park Newsletter. Cable show recommendations included:

Cable

1. A taped EOC talk and visit

2. Show and tell of meeting pet needs in an emergency – (pending)
3. Keeping current with schools' plans for various emergencies

News letter article recommendations included:

- TP Newsletter
1. Plans for accommodating individual's special needs requirements in various emergencies.
 2. An emergency plan for Takoma Park Businesses.

- The meeting was followed by a quick tour of the facility that includes the EOC as well as the County Police 911 dispatch operations center (also not hardened).
- The meeting concluded at 10:20 am.

Recorded by Andy Kelemen.
June 2nd, 2009