

Members Present:

William Hentosh (Wash. Adventist Hosp.)
 Thomas D. Horne (TP Vol. Fire Dept.)
 Anne Ludlow (Resident)
 Wolfgang Mergner (Resident, Community Co-Chair)
 Jennifer Kurtinitis (Resident)
 Andrew Kelemen (Resident)
 Robert Jones (Montgomery County)
 Lawrence Hawkins (Resident)
 Robert Wedemeier (Resident)

Kathleen Quinn (Resident)
 Capt. Ed Coursey (non-voting)

Members Absent-excused:

Chief Ron Ricucci (City Co-Chair)

Others Present:

Jessie Carpenter (Recording Secretary)
 Gregory Clary (Assistant Recreation Director)
 Kay Daniels-Cohen (Volunteer Subcommittee Member)

Agenda Item	Discussion	Action Item(s)	Responsibility
Welcome	The meeting was called to order at 8:30 a.m.		
Approval of Minutes	Minutes of March 11, 2010 were adopted upon motion by Andy Kelemen, seconded by Tom Horne.		
School Children in Emergencies	<p>Gregory Clark, Assistant Director of Recreation, provided information on plans for sheltering children in emergencies. He indicated that if the City building needed to evacuate children in programs, they would be relocated to a school building – Piney Branch Elementary School would be the first choice. He said the Recreation Department has a communication plan in place to contact parents. If the schools are closed, children could be kept on site.</p> <p>Ed Coursey noted that the schools have evacuation plans. Children would likely be transported to another school if their school was evacuated.</p> <p>Tom Horne said that each school cluster has a plan for relocation. The plan does not anticipate using non-school buildings.</p> <p>Gregory indicated that in the event that the Community Center is closed, the New Hampshire Avenue Recreation Center is a holding place for staff in the event of an emergency.</p> <p>Kathe Quinn asked if there were any MOUs in place for moving the children.</p> <p>Gregory said that the City would follow County procedures to relocate to shelters if necessary. He said that generally there could be a maximum of 55 children in the after school program, up to 20 in the teen lounge, plus any other people who may be in the building for meetings. He said the City would not transport kids in a dangerous situation. In that event, they would be kept on site until the danger was over. There is a process for releasing children to their parent or</p>		

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	<p>guardian.</p> <p>Ed Coursey said the Community Center could serve as a temporary holding location or staging place, but would not serve as a shelter. In an emergency, the schools could keep kids temporarily on site. The EOC would work out arrangements for relocation.</p> <p>In response to a question from Andy Kelemen about sheltering in place for 72 hours, Gregory Clark said the City does not have resources for that type of stay.</p> <p>Wolfgang Mergner said he would ask the schools (through the cluster office) about their emergency plans and would report back.</p> <p>Gregory offered to follow up on the Committee's questions.</p>		
<p>Report from the April 8, 2010 Exercise</p>	<p>Ed Coursey and Bob Jones reported on the exercise. The scenario was a hurricane, where there was time to plan but there was not certainty about the path of the storm. There were simulated conference calls to prepare for the storm. Command staff was engaged to review staffing to ensure continual coverage and supplies of water and food. Public Works was tasked to check the status of equipment for clearing and removing debris and downed trees. An issue that developed was debris management and the need to pre-identify locations for staging areas and dumping of debris. The exercise was also to test city-county coordination and interaction with agencies like the Red Cross. The exercise involved the worst case scenario where the hurricane came up the Chesapeake Bay causing damage and power outages.</p> <p>Jennifer Kurtinitis noted that the Red Cross was looking to partner with recreation centers to serve as pet shelters, each partnered with a human shelter (Long Branch Recreation Center and Blair High School, for example).</p> <p>Ed Coursey continued that the scenario showed the importance of residents planning to shelter in place whenever possible because shelters will quickly become overwhelmed.</p> <p>In response to questions about residents being able to have prescriptions filled, Jennifer said that in the event of a fire, the Red Cross can provide a 72 hour supply of medications. She said she was not sure this could be done in the event of a large scale emergency. She suggested that residents request a vacation refill on their prescriptions.</p> <p>Bob Jones noted that pharmacies will likely be opening as soon as possible in an emergency</p>		

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<p>Report from the Communication Subcommittee – Anne Ludlow</p>	<p>because they need to reopen to make money.</p> <p>The Communications Subcommittee reported:</p> <ol style="list-style-type: none"> 1. The most effective way to get people to prepare is to get people together into groups. 2. The information must be redundant. 3. It would be helpful to locate the neighborhood safety contacts. 4. Outreach would be most effective to groups who have an interest in the issue. <p>Articles in the Takoma Park Newsletter should focus on sheltering in place.</p> <p>City TV will run two public service announcements. Wolfgang Mergner has given a draft to the producer. A third PSA could be done on seniors living at home – they should know their neighbors, keep lists of medications up to date.</p> <p>Lawrence Hawkins is developing ideas for the website.</p> <p>Jennifer noted the need to think about non-English speakers in providing literature at fairs.</p> <p>Wolfgang noted that the Council encouraged the Committee to do more outreach and to seek assistance with marketing.</p> <p>Andy noted the difference between communication and outreach. He suggested asking each Councilmember to set up a ward meeting.</p> <p>Tom Horne commented on public education regarding communication in emergencies.</p> <p>Ed commented that residents who do not have TP Alert or other means of receiving emergency communication should be encouraged to find neighbors who can share that information in an emergency. Consistency of message is important. The County carries more clout with the media and has the means to issue press releases.</p> <p>Wolfgang proposed to meet with the Council regarding the Emergency Operations Manual and to have Councilmembers take the FEMA 100 and 700 courses so that they understand how it works. Even having just one or two of them taking the classes would be helpful.</p> <p>Anne suggested reaching out to the neighborhood associations to visit their monthly meetings to provide information about emergency planning.</p>		

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Report from the Citizen Corps Council	<p>Jennifer Kurtinitis reported that the Montgomery County Volunteer Center has had its budget reduced. They are down to two staff members. Services will be paired back.</p> <p>The Volunteer Center will be running a mobilization exercise in the near future, mainly for the Medical Reserve Corps.</p> <p>The Center is reviewing Neighborhood Ready and discussing whether it should have its own website or be on the Montgomery County site. The future of the program will be discussed on May 20 at the County Executive Office Building. Wolfgang would like to arrange to have a training session in Takoma Park.</p>		
Subcommittee Coordinators	<p>Anne Ludlow will coordinate the Communication Subcommittee. Members: Anne Ludlow, Tom Horne, Kathe Quinn, Lawrence Hawkins, and Kay Daniels-Cohen</p> <p>Wolfgang Mergner will coordinate the Plan Review Subcommittee. Members: Robert Jones, Andy Kelemen, Wolfgang Mergner.</p> <p>Buddy Daniels will coordinate the Volunteer Subcommittee. Kay Daniels-Cohen will work with him. Wolfgang encouraged the committee to work on coordinating with potential volunteers, since the County Volunteer Center has limited resources to do this.</p> <p>Robert Jones will coordinate the Strategic Plan Subcommittee. Members: Jennifer Kurtinitis, Wolfgang Mergner, Andy Kelemen, Lawrence Hawkins. The goal is to have the strategic plan completed by July 1.</p>		
Adjournment	The meeting was adjourned at 10:07 a.m.		