

Members Present:

Capt. Ed Coursey (City Co-Chair)
 Thomas D. Horne (TP Vol. Fire Dept.)
 Robert Jones (Montgomery County)
 Andrew Kelemen (Resident)
 Jennifer Kurtinitis (Resident, Community Co-Chair)
 Anne Ludlow (Resident)
 Wolfgang Mergner (Resident)

Members Absent (Excused)

Kathleen Quinn (Resident)

Others Present:

Jessie Carpenter (Recording Secretary)
 Kay Daniels-Cohen (Volunteer Subcommittee)

Agenda Item	Discussion	Action Item(s)	Responsibility
Call to Order	Jennifer Kurtinitis called the meeting to order at 8:30 a.m.		
Minutes of January 13, 2011	Minutes of January 13, 2011 were adopted upon motion by Wolfgang Mergner; seconded by Andy Kelemen.	Finalize minutes	Jessie
Report from the Montgomery County Office of Emergency Preparedness and Homeland Security (NCR EX + LEPC)	<p>Bob Jones reported on the recent LEPC meeting where the topic was the Discovery Building incident and lessons learned. Because of the sensitive nature of the information, minutes were not available to share with the EPC.</p> <p>Bob will be meeting with Greg St. James of Montgomery CERT to discuss putting together an exercise for an emergency management led event.</p> <p>The MC Office of Emergency Preparedness will be conducting a hurricane exercise in May. The Emergency Operations Center was activated during the snow in January due to the power outages. One shelter was activated and residents of an assisted living facility were moved.</p> <p>Ed Coursey noted that the National Capital Region was working on redundant communications capabilities (video conferencing that operates on a separate fiber link and satellite phones).</p>		
Report to the City Council	<p>Jennifer, Wolfgang, Buddy, Kay, Ed, and Andy were at the meeting for the report to the City Council. Some Council members were interested in coming to an EPC meeting. The Council was very interested in receiving training. The Committee will think about extending an invitation to Councilmembers to attend a meeting to see how the Council and the EPC can collaborate more closely.</p> <p>The Committee discussed ideas:</p> <ul style="list-style-type: none"> • Provide list of FEMA trainings. • Expose the Council to the current state of emergency management in the area. • Council public hearing to see what the community's needs are and brainstorm on 	Prepare outline for Council briefing	Jennifer/Ed

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	<p>realistic solutions.</p> <ul style="list-style-type: none"> • For the Council briefing, plan the message for Council. Write down questions and develop answers. • Help Council effectively respond to residents. <p>Ed and Jennifer will work up an outline. Councilmembers are to be invited to the April meeting.</p> <p>There was consensus on the EPC to brief the Council, hold a community hearing on needs, and put together next steps.</p>		
Approval of EPC Logo	<p>Tom Horne moved to approve the new EPC logo; seconded by Anne Ludlow. The motion carried.</p> <p>Jessie was asked to send the logo around to EPC members along with the City logo, with a note that they are always to be used together.</p>	Send out the two logos to the EPC.	Jessie
Activities Report	<p>This item was tabled. Jennifer suggested for future discussion 1) looking at emergency preparedness information on the website, and 2) brainstorming how to reach out to businesses.</p>	Add to future agenda	Jennifer
Wolfgang's Projects	<p>Wolfgang reported that the PSA video was scheduled for production on February 19.</p> <p>Wolfgang and Ed met with the Recreation Department to discuss the Recreation Annex to the EOP.</p> <p>Wolfgang met with the Lions Club about the Club staffing an emergency volunteer center in the City. If approved by the Lions, an EOP annex will be written for volunteer management.</p>		
Community Preparedness Presentations	<p>This item was tabled. The Committee will think about future options for presentations.</p>		
Apartment Initiative Mailing Update	<p>Jessie reported that the mailing had gone out. It was noted that the attached sheet on emergency preparedness should have included identifying information.</p>		
Communication Committee	<p>Table space has been arranged for upcoming festivals. Anne noted that the Communications Committee might want to think about non-English speaking people.</p>		
January Snow Storm	<p>There was discussion about shelters. Kay said she felt there should have been a down-county shelter established.</p> <p>Ed explained that the process of setting up a shelter should be need driven because they are resource and staff intensive. The City does not have the ability to set up a shelter. The County</p>		

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	<p>has a shelter task force to handle shelters. In the February 2010 snow and aftermath, the County set up three shelters, one in up-county, one in middle county, and one down-county. Shelter attendance was extremely low. It is hard to know how long power outages will last; most people will not want to go to a community-run shelter and choose to go to a motel or a friend's house.</p> <p>During the January 2011 storm, one shelter was set up at Richard Montgomery High School. The City's Police Department did not identify a demand for people seeking shelter. Several people had expressed issues with special needs to get to a hotel. He said there is no practical way to offer what people think they need – when it comes right down to it, people don't want to go to a shelter.</p> <p>Wolfgang said that, in his neighborhood, people stayed with neighbors. He encouraged more of that.</p> <p>It was noted that in the event of a power outage in a large apartment building, a shelter may be needed.</p> <p>Anne noted that there are special issues in apartments in cold weather.</p> <p>Jennifer said in January, there were maybe 100 clients in the established shelter. There has to be an identified need of people who need to go to a shelter.</p> <p>Committee members noted the need to encourage and promote preparedness, flashlights, and the ability to shelter in place.</p> <p>Andy suggested that the Police Department send out alerts that include relevant preparedness information, emergency parking information, reminders to fill car gas tanks. He suggested inviting the Executive Directors of the Old Takoma Business Association and the Takoma/Langley Crossroads Development Corporation to a meeting about business preparedness.</p>		
New Member Recruitment	<p>Kay indicated that she would like to submit an application to become a formal member of the EPC. She will send a recruitment e-mail to CERT and potential CERT members.</p>	<p>Communicate with current and potential CERT members</p>	<p>Kay</p>
Adjourn	<p>The meeting was adjourned at 10:16 a.m. The next meeting will be held March 10 (second</p>		

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	Thursday of the month).		