

Members Present:

Capt. Ed Coursey (City Co-Chair)  
 Kay Daniels-Cohen (Resident)  
 Andrew Kelemen (Resident)  
 Jennifer Kurtinitis (Resident, Community Co-Chair)  
 Thomas D. Horne (TP Vol. Fire Dept.)  
 Jim Stoddard (WAH)

Members Absent (Excused)

Robert Jones (Montgomery County)  
 Kathleen Quinn (Resident)  
 Anne Ludlow (Resident)

Others Present:

Jessie Carpenter (Recording Secretary)  
 Edwin Monge (Washington Adventist University Security Chief)  
 Buddy Daniels  
 Wolfgang Mergner  
 Alvaro Calabia (City TV Production Manager)

Agenda Item	Discussion	Action Item(s)	Responsibility
Welcome and Approval of Minutes	<p>The meeting was called to order at 8:40 a.m.</p> <p>Minutes of June 9, 2011 were unanimously adopted upon motion by Andy Kelemen; seconded by Kay Daniels-Cohen.</p>		
Additional Council Presentation Follow Up	<p>Ed addressed the suggestion raised at the last EPC meeting to have Council forward information to the Mayor, who would then communicate with the City Manager. He noted that it was contrary to how the Council operates. Councilmembers expect to contact the City Manager, department heads, or staff directly. The City Manager needs to be a point of collection for information from the Council in order to assist with directing staff.</p> <p>There was discussion about incident command, which would vary depending on the type of emergency. The incident commander would be in touch with the City Manager. If the City Manager is off site, she can communicate by phone or her deputy would be in charge. Ed indicated the importance of residents calling the Police Dispatcher in a life threatening situation. If Councilmembers contact the City Manager, they should provide very specific information about issues.</p>		
Report from County OEM/HS	<p>Jenny reported that CART (Community Animal Response Team) held its second quarterly meeting on July 13. The group followed up on the June exercise with a view toward improving procedures.</p>		
Wolfgang's Projects	<p>Wolfgang provided an update on his unfinished projects.</p> <ul style="list-style-type: none"> <li>• The Emergency Operations Manual is being taken care of by staff. Ed reported that he is working on three annexes – Debris Management, Recreation Department, and Library.</li> </ul>		

Agenda Item	Discussion	Action Item(s)	Responsibility
	<ul style="list-style-type: none"> <li>• Wolfgang met with the Lions Club Board of Directors regarding the volunteer dispatch center. Brian Geraci from the Lions Club would like to meet with the EPC to discuss the request.</li> <li>• Wolfgang showed the two public service announcements made by the Cable TV staff for the Committee.</li> </ul> <p>There was discussion about seeking grant funding to pay for additional videos or a talk-format show. Alvaro will provide a budget.</p>		
Washington Adventist University	Edwin Monge, Security Chief from Washington Adventist University, introduced himself to he Committee. He expressed interest in linking in with the County, State and the City He is exploring setting up a command center on campus. Edwin is very open to ongoing communication with the Committee and is looking to build ties with the community.		
Committee Updates	September is Emergency Preparedness Month and August 2 is National Night Out. Kay will be setting up a table for the Committee with the Red Cross.		
Adjourn	The meeting was adjourned at 10:00 a.m. The next meeting is August 11, 2011.		