

Members Present:

Capt. Ed Coursey (City Co-Chair)
 Tom Horne (TPVFD)
 Robert Jones (Montgomery County)
 Patrick Kimvilakani (Resident – Ward 2)
 Jennifer Kurtinitis (Resident – Ward 1, Community Co-Chair)
 Kathleen Quinn (Resident – Ward 2)
 Jim Stoddard (Washington Adventist Hospital)

Others Present:

Jessie Carpenter (Recording Secretary)
 Fred Levinson
 Buddy Daniels

Absent – Excused:

Andy Kelemen (Resident – Ward 1)

Agenda Item	Discussion	Action Item(s)	Responsibility
Welcome and Approval of Minutes	<p>Jenny called the meeting to order at 8:45 a.m.</p> <p>Tom moved to adopt the minutes of April 12, 2012; seconded by Patrick. The motion carried.</p> <p>Jenny reported that she and Andy had been reappointed to the Committee.</p>		
Report from County OEM/HS	<p>Bob Jones reported that the County's EOP is being updated and should be completed in the next couple of months. It will include a threat hazard identification and analysis.</p> <p>The damage assessment plan is in the early stages. Bob is working on the Web EOC board. CERT teams may be part of the damage assessment process after they are trained. Permitting Services will be the agency in charge. They are looking for ways to have real time data entered from the field.</p> <p>A debris management plan is also being developed.</p> <p>A series of classes is being developed for the EOC, including EOC 101.</p> <p>A dam assessment will be conducted in June.</p> <p>Up to 78 organizations' COOPs are in Web EOC. More are gradually being brought on board.</p> <p>There will be a functional exercise focused on thunderstorms in June to include testing and evaluating the damage assessment process. There will be a focus on vehicles (resource availability).</p>		
WAH Exercise Update	This was deferred until Jim Stoddard is available.		
Update of City Code	The Committee reviewed the draft update to the City Code. Ed advised removing review of the COOP from the Committee's responsibility. The community can expect that the City has a COOP,		

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	<p>but it is a City management tool and responsibility, not a public tool</p> <p>It was suggested to strike the phrase “exercise hotwash” and substitute another term.</p> <p>There was a suggestion to rephrase the membership section to include institutions of higher learning in the City (WAU and Montgomery College) and a representative of the business community (from OTBA or the CDA).</p> <p>Jenny will send letters inviting members of the organizations.</p>		
Update on CERT Discussion	<p>Fred Levinson had agreed to reach out to trained CERTS in Takoma Park but contact information is needed.</p> <p>Jessie offered to try to find contact information if given a list of names.</p> <p>Other options for reaching out to CERTS are to advertise to locate them and asking Greg St. James to send an email.</p>		
Landlord Outreach Update	<p>Andy had offered to put together packets but has not yet been able to work on the project. Patrick offered to help.</p>		
Outreach Events	<p>Jazz Fest – June 10. The Committee agreed not to participate in the Jazz Fest. It does plan to participate in National Night Out, the Folk Festival, and the Street Festival.</p>		
Measuring Preparedness	<p>The Committee discussed how to measure effectiveness of the Committee’s efforts to get the community to prepare. One option might be to have one or more questions on the City’s resident survey. The question is what is being measured – the Committee’s outreach, whether the outreach is successful, whether people have emergency plans? The Committee can report on TP Alert numbers.</p> <p>It was noted that it is not the Committee’s role to measure preparedness. The Committee can provide numbers – x many volunteers, x many hours of effort, x many brochures distributed, x many Newsletter articles prepared or published, x many people contacted during festivals (using a clicker to tally).</p> <p>The Committee can reach out to each ward, high rise apartments, neighborhood associations. The Council was asked to put out the message that the Committee is available to go to groups. Committee members suggested giving a talk at Takoma Park Middle School and encouraging teens to train for CERT.</p>		
Adjourn	<p>There being no further business, the meeting was adjourned.</p>		

