

**City of Takoma Park
Emergency Preparedness Committee
Thursday, November 8, 2012
Community Center Hydrangea Room**

Members Present: Jennifer Kurtinitis (Community Co-Chair), Andy Kelemen (Resident Member), Alan Goldberg (Police Chief), Robert Jones (MC OEMHS)

Members Absent/Excused: Patrick Kimvilakani (Resident Member), Kathe Quinn (Resident Member), Tom Horne (TPVFD), Jim Stoddard (Washington Adventist Hospital)

Others Present: Jessie Carpenter (Recording Secretary), Edwin Monge (Washington Adventist University)

1. Welcome and Approval of Minutes

Approval of the minutes was deferred for lack of a quorum.

2. County OEMHS Update

Bob Jones reported on recent and future exercises and drills. He provided an update on the status of the County emergency operations plan.

3. Hurricane Sandy Discussion

Bob reported that emergency planners started conference calling the Thursday before the event. Debris management teams were preparing for large amounts of debris (beyond that of the derecho). There is a need to improve conference call capability. Improvements are needed to keep alerts current. Coordination with Pepco worked well. Shelters were ready early on. They were used somewhat. The last one closed the Tuesday evening after the storm.

A lot of good preparation was done. Having the federal government closed enabled the roads to be cleared and public safety workers were able to get around more easily.

Chief Goldberg indicated that he will work on getting more Takoma Park staff trained in use of WebEOC. He would like to get Public Works involved. He said that there is a need to have a backup in the event that Takoma Park dispatch/communications goes down.

Edwin Monge reported that the University had some minor wind damage. The school was prepared. He is creating an emergency command center and looking to make other improvements.

Jennifer Kurtinitis commented that a number of people had again raised questions about the possibility of sheltering in Takoma Park and whether people can be transported to shelters from Takoma Park.

4. Readiness Survey

Andy Kelemen asked if the City staff is prepared for sheltering in place in emergencies and are all staff members familiar with the continuity of operations plan. He suggested an annual staff meeting to discuss emergency preparedness. He would like to prepare a survey for staff. Members questioned whether this is appropriate for the Committee to do.

Bob has a Montgomery County pamphlet that may meet the educational needs of staff. Montgomery County holds briefings for employees on the issue. If the pamphlet seems useful for Takoma Park, he can provide an electronic file that could be adapted for Takoma Park.

5. Vote on Meeting Time Change

This was deferred until the next meeting.

6. Holiday Gathering

Jenny will send an email to the Committee to see if there is interest in holding a holiday gathering instead of the December meeting.

7. Other Matters

Andy suggested that the Committee do a self evaluation. This topic will be added to the January meeting agenda.

Adjournment

The meeting was adjourned at 10:02 a.m.

Minutes adopted January 24, 2013