

**City of Takoma Park
Emergency Preparedness Committee Meeting
April 23rd, 2015 7:00-8:30pm Hydrangea Room**

	Item	Who	Time	Hr	JK Notes
1.	Welcome	Jenny	10 min	7:10	review agenda, approve Feb mins
2.	<i>Sub-committee Reports</i>				
	a. City Brief	Ron	10 min	7:20	Top City threats
	b. County Brief	Joe	10 min	7:30	
	c. Articles	Claudine	10 min	7:40	
3.	Prep for Celebrate Takoma	Jenny	15 min	7:55	Prizes
4.	Preparedness Month Planning	Jenny	30 min	8:25	
5.	New Business?	Open	5 min	8:30	

Next Meeting:

- Thursday, May 28

Links to training

- Virginia Department of Emergency Management - <http://www.vaemergency.com/em/training>
- Maryland Emergency Management Agency - <http://www.mema.state.md.us/calendar/index.asp>
- Federal Emergency Management Agency - <http://training.fema.gov/is/crslist.asp?page=all>
- International Federation of the Red Cross - <https://ifrc.csod.com/client/ifrc/default.aspx>
- Disasterready.org - <http://www.disasterready.org>

Event Calendar

- Drug Take Back - Saturday May 2, 10:00am-2:00pm
- Celebrate Takoma - Sunday May 17, 11:00am-4:00pm
- National Night Out - Tuesday August 4, 6:00pm-9:00pm
- Folk Festival - Sunday September 6, 10:30am-6:30pm
- Street Festival - Sunday October 4, 10:00am-5:00pm

Attendance:

- Ron Hardy, Claudine Schweber, Andy Kelemen, Jenny Kurtinitis, Rebecca Chestnut, Herma Percy
- Guests: Buddy Daniels
- Absent: Kathe Quinn, Patrick Kimvilakan, Tom Horne, Jim Stoddard, Kamelah Jefferson

City Brief

- City threats and hazards - one for COG and one for the City - committee feedback included tornadoes, train tankers, etc.
- Andy referenced a link that shows the cloud radius if a train were to spill. Will look for link to share
- Tornado TTX in Feb exercise for Council & Dept Heads. Wants to build on that, and involve people who would be involved in City EOC. Would expand upon previous TTX.
- Met with Ken Flemmer from Adventist - discuss how to connect during disasters. Potentially good for donations management (have that responsibility in VOAD & internationally)
- Tablecloth is on hold - waiting on vector art
- Active Shooter ex at Andrews school overall went well, found a few weaknesses - paging system doesn't work well in all classrooms
- Drug Take Back - May 2, 10-2

County Brief

- We're in the final stages of getting EMAP accreditation (any day now!). EMAP (Emergency Management Accreditation Program) is a stringent process by which our plans, procedures, etc. are reviewed by assessors who look at 64 criteria in order to ensure excellence and accountability in emergency management and homeland security programs.
- Citizen Corps Council steering committee will be meeting soon. If anyone is interested in the Citizen Corps Council, please feel free to reach out to Joe.
- We recently had our spring functional EOC (Emergency Operation Center) drill which tested five different objectives, primary among them is to test our ability to conduct a shift change in a response to a large scale incident. The scenario was a tornado which struck Montgomery County.

Articles

- Trying to figure out which months have less newsletter content so that we can write a bigger article
- Asked to include our logo moving forward
- Summer article about preparedness travel
- Posting columns on website? F/U w Jessie on how to make that happen
- Trying to think ahead to seasonal connections (summer travel, fall storms, etc)
- Seniors - interviews - what are they worried about, have they overcome anything . Connect Claudine to Wolfgang, Katherine Senior Coordinator

- Scavenger hunt - for article, or game for events

Celebrate Takoma

- Activity & coloring books
- Raffle prizes - F/U w Jim re: prizes
- Check times - 11:30-5, JK to send schedule
- Kit from Building Museum

Preparedness Month Planning

- 2014 Activities
 - Council Presentations – general prep, terrorism, elderly, youth, pets
 - PSAs on Takoma Cable
 - Sept Article connected to kit list and promo of Ace discount
 - Folk Festival table
- 2015 Options
 - Speaker Series
 - Council Presentations - maybe 1 t beginning (paired w report?) nut otherwise nix
 - Emergency Kit/Discounts at local businesses
 - Red Cross Home Fire event
 - Camp In
 - Emergency Preparedness Trivia Night at Olive Lounge/Republic/Busboys/Kin Da
 - TTX with City Department Heads
 - CERT Training
 - [FEMA Preparedness Month Toolkit](#)
 - Great Shake Out - October 15 <http://www.shakeout.org/southeast/maryland/>
 - City Proclamation
 - Update website – fun facts
 - Assemble Landlord packets - Andy can provide details
 - Apartment outreach - Ron to set up tables at apartment buildings and talk to folks on their way home
- Engaging with the village, maybe have Karen come to a meeting? Ron to follow
- Purpose? - focus on citizen preparedness - in May continue to drill down.
 - Looked at 3 buckets - city preparedness, citizen preparedness, training. Citizen most popular among attendees - focusing on seniors and youth
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Event Planning Tracker

- *City Alerts via website - Takoma Alert, Cathy Plevy's alerts - local crime, traffic stats. City uses Mail Chimp - would be great to have a flyer to hand out about both*
- *Event Upcoming Dates*
 - Celebrate Takoma – April

- ~~Jazz Fest – April?~~
- National Night Out – July
- Folk Festival – August
- Street Festival – September