

**City of Takoma Park  
Emergency Preparedness Committee Meeting  
September 24<sup>th</sup>, 2015 7:00-8:30pm Hydrangea Room**

	<b>Item</b>	<b>Who</b>	<b>Time</b>	<b>Hr</b>	<b>JK Notes</b>
1.	Welcome	Jenny	5 min	7:05	CCC mtg 10/8, 7-8pm
2.	<i>Sub-committee Reports</i>				
	a. City Brief	Ron	15 min	7:20	
	b. County Brief	Joe	5 min	7:25	
3.	Brief out on Council Presentation	Jenny/Ron	5 min	7:30	Radio, Lunch n learn, Council prep
4.	Preparedness Training for Council	Jenny	15 min	7:45	Review old sheet
5.	Takoma Radio	Jenny	15 min	8:00	Initial brain storm on what we might be able to do
6.	Folk Festival Brief Out	Jenny	10 min	8:10	Feedback on how things worked out.
7.	Street Festival Prep	Jenny	10 min	8:20	Tom radios at St Fest?
8.	Preparedness Month Planning	Jenny	10 min	8:30	

**Next Meeting:**

- Thursday, October 22, 2015. Guest Speaker: Edward J. McDonough, Public Information Officer, Maryland Emergency Management Agency

**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 September 26, 10:00am-2:00pm
- Street Festival - Sunday October 4, 10:00am-5:00pm
- Lifelong Takoma Day - Saturday October 10, 10:00am-5:00pm

### **Attendance:**

- Present: Ron Hardy, Jenny Kurtinitis, Andy Kelemen, Kathe Quinn, Claudine Schweber, Rebecca Chestnut,
- Guest: Buddy Daniels, Fred levinson
- Absent: Tom Horne, Joe Corona

### **City Brief**

- Apartment outreach - still going well. One more building on Oct 8
- Previewed the new website - for now, page is relatively the same. Comment made that it's *very* difficult to find information about emergencies
- Active Shooter exercise

### **County Brief**

- Citizen Corps Meeting

### **Training for Council**

- Go over EOP for new members, quick review of one voice - Ron to do before a council meeting one night. Have about 30 mins
- Visit to the EOC?
- Review/refresh Council doc?
- Concern about push for language skill support. Ask for help from council members, and ensure they are aware. What are they doing for their citizens in the way of language
- Do they know where exits, AED, First aid kits are?
- Receive CPR/AED training
- What resources do other folks have? Skip, Chuck?

### **Takoma Radio**

- Audio tour of the EOC?
- Preparedness interviews
- PSAs

- Integrating pieces into other programming -
- Claudine will conduct some research and see who's doing what on other local channels
- National emergency alerting protocol?
- Some kind of connection to Weather Channel-like programming?
- Get to know your neighbor

### **Folk Festival**

- Overall went very well

### **Street Festival**

- Tom will set up radio - 2 operator deal
- Will have 5 FEMA Corps
- JK will send out sign up

### **Lifelong Takoma**

- Unofficial sign up to come and help out

### **Articles**

- Deadline - Oct 12, earlier than originally expected
- Potentially tie into election - reach out to candidates and see what EP means to them?
- Winter prep

### **Camp In**

- What would it take to make happen?
- Need to connect with existing group and then work with them to set time
- FEMA has vetted materials we could use
- If we do this, suggestion to loop in Village folk as well. Andy and Tom will discuss further
- Suggestion to look at beginning in the new year

### **Preparedness Month Planning**

- *Purpose* - focus on citizen preparedness - further define
  - Look at 3 buckets - **general preparedness**
    - City employee preparedness
    - Citizen preparedness
    - Training
  - From April - Citizen most popular among attendees - focusing on seniors and youth
  - How to utilize the media? Some kind of insert for the newsletter
- *2015 Options*
  - Meeting To Dos
    - Discuss radio messaging

- Review questions - Ron to send
    - Discuss speaker - move to oct, Ron to request room, will promote to the community
    - Home Fire event -
      - Takoma Radio - preparedness messages
  - Council Presentation - Sept 8, yearly brief out, paired w Proclamation
  - Emergency Kit Promotion - have updated flyer. Add piece for general promotion of specials at local stores since at least 1 item is typically included on weekly specials - *DONE*
  - Folk Festival - Sept 20
    - Partner with radio group to deliver messages to out of state contact - JK email Tom to confirm
    - F/U re: radios
    - Sign up - JK will send out in early Sept
    - FEMA Corps - JK & RH to ID contact and see if they could come to each
  - Emergency Preparedness Trivia Night at Olive Lounge/Republic/Busboys/Kin Da
    - Patrick tasked with setting up date & time
    - Prizes - do we want to do? If so, use headlamps?
  - Update website – fun facts - will be part of overall new website
  - Apartment outreach - Ron to set up tables at apartment buildings and talk to folks on their way home - Ron is doing, see above
  - Speaker
    - RH to reach out to Pepco contact, and possibly Edward from MEMA for meeting on Sept 24. Oct 22 meeting date is back up
    - Will promote to the general public
    - Ron to see if Azalea Room is available
    - Papal visit is a conflict for Sept meeting, will see if can join for Oct
- *2016 Planning*
    - [FEMA Preparedness Month Toolkit](#)
    - *Red Cross Home Fire event - JK reached out to Wendi to what it would entail to organize.*
    - *Great Shake Out - October 15 <http://www.shakeout.org/southeast/maryland/> Can inquire at the cluster office for the public schools. Have they ever heard of it. Tom will reach out.*
    - *Assemble Landlord packets -*
    - TTX with City Department Heads
    - CERT Training
    - Camp In
    - Engaging with the Lifelong Takoma activities
    - Connecting to EF