



BABCNC Emergency Preparedness Committee Meeting Minutes
Wednesday, May 16, 2018 7:00 pm
Bel Air Ridge Clubhouse - 2760 Claray Los Angeles, CA 90077

Name	P	A	Name	P	A
Chuck Maginnis, BABCNC EP Committee Chair & At-Large Representative; Bel Air Road EP Captain; CERT	X		Michael Schlenker, Bel Air Crest EP Chair; BABCNC EP HCEC Communications Cmte. Chair; LAFD ACS & CERT	X	
Maureen Smith, BABCNC Religious Institutions Representative	X		Ron Cornell, Bel Air Ridge Chair EP Committee, LAFD ACS & HCEC Ham Radio Group	X	
Irene Sandler, BABCNC Bel Air Crest Master Association Representative	X		Dan Palmer, BABCNC Residents of Beverly Glen Representative, EP Chair	X	
Jacqueline Le Kennedy, BABCNC Business Rep., Treasurer & Budget Advocate		X	Hildreth Simmons, Residents of Beverly Glen (ROBG) EP Committee member	X	
Danielle Cohen, Bel Air Ridge Resident; EPAC Co-chair, Ham/CERT	X		Seema Hassan, Doheny Sunset Plaza Neighborhood Association (DSPNA)	X	
Stephanie Savage, BABCNC's LCA Rep.		X	Rob Farber, BABCNC's At-Large Youth Representative	X	

Attendees:

Joan Herman, Bel Air Ridge, EP Committee

Susan Davidson, Benedict Hills HOA (BHHA) on the Board & Chair of their Safety & Security Committee

Robert Davidson, Benedict Hills HOA (BHHA)

Shelly Seltzer, Colina Glen HOA

Sarah Seltzer, Colina Glen HOA

Luisa Bottari, organizing her neighborhood in the Doheny-Sunset Plaza Neighborhood area

David Van Iderstine, Bel Air Glen, ACS, Hillside Communities Emergency Communications (HCEC) Group

Guest Speakers:

Ben Park, Currently presenting RYLAN (Ready Your LA Neighborhood) as a Red Cross volunteer, having previously contracted to teach this & Map Your Neighborhood with the LA EMD (Emergency Mgt. Dept.)

Mitch McKnight, Firefighter/Lead CERT instructor, with the LAFD for 31 years!

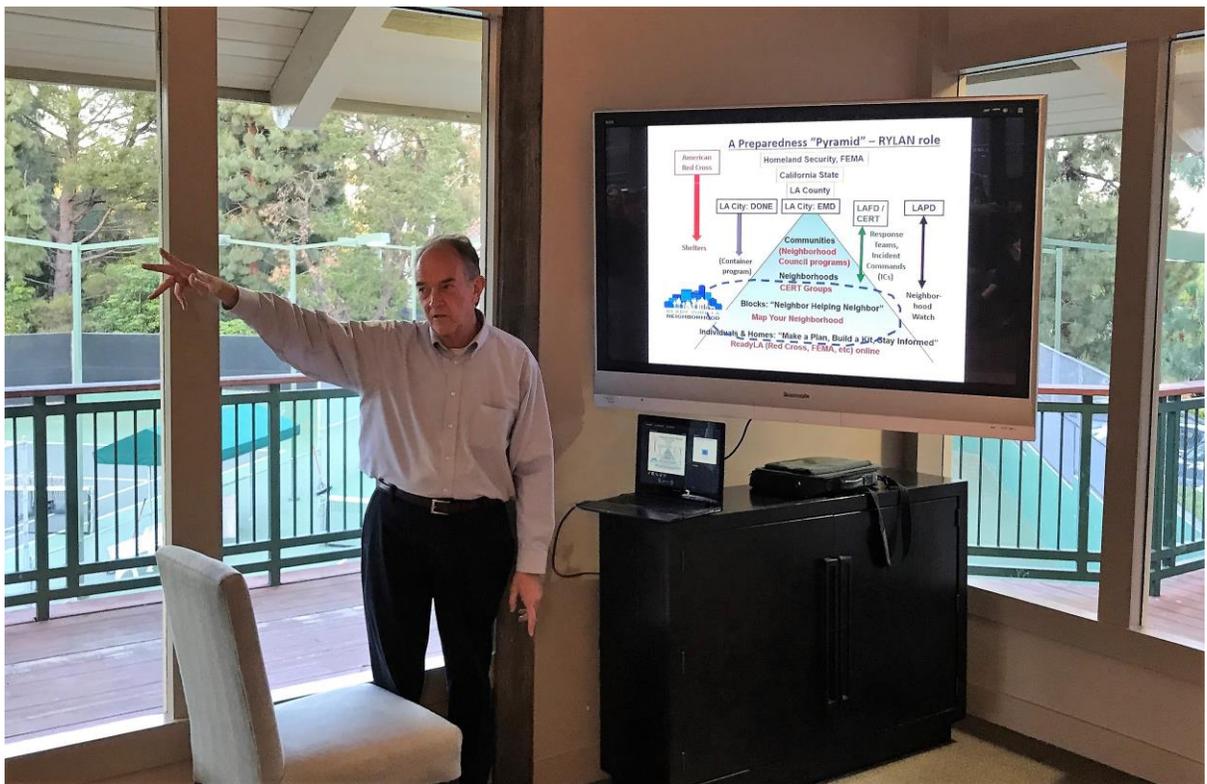
1. **Call to order – Chuck Maginnis, Chair:** Chuck called the meeting to order at 7:15 pm.
2. **Roll Call** – 8 initially, 9 when Dan arrived & 10 when Michael arrived later in the evening.
3. **Pledge of Allegiance**
4. **Approval of March 21, 2018 Minutes** Moved by Hildreth, seconded by Dan.
5. **Public Comment:**
6. **“Ready Your LA Neighborhood” (RYLAN) Materials & Successes**
 - Ben Park, RYLAN Representative contracted by the Red Cross:**

Chuck introduced Ben, who has returned to this committee for the third time. Ben presented two five-minute videos on Ready Your LA Neighborhood program, which pilot program he worked on, as a contractor, which is now over. Now he is speaking to us as a Red Cross Volunteer. He noted that they had a very successful meeting with Shelly at Colima Glen. He gave us a sample

of a Map Your Neighborhood meeting. He noted that the city had a problem with how they would take care of four million people. A lot of things are set up, including CERT, parallel with the LAFD, which comes down to the neighborhood level; however, he noted that they are not getting down to our individual homes. The Map Your Neighborhood connects your house with your neighborhood.

Ben showed a pre-release screening of the EMD program. He noted that the company he worked for when contracted with EMD put this video together. The opening of the video noted that the various city departments may not be able to get to us early on during a citywide disaster, and that this program helps us to prepare, organize and train for whatever may come our way. It includes Map Your Neighborhood. This can even help save a life. Ready Your LA Neighborhood starts by helping you get to know your neighbors. You will determine a gathering place where you'll meet after a disaster; you'll discover the skills that you and your neighbors collectively possess and learn how to help each other after a disaster. You'll find out about what abilities your neighbors have. An important part of this meeting is filling out a contact list, which list the neighbors' abilities, disabilities, elderly, children, etc. This is not shared with anyone but your immediate neighbors. You'll learn a simple response plan for the first hour following a disaster.

Below, Ben Park presents RYLAN to the BABCNC Emergency Preparedness group.



How big should my neighborhood be? A neighborhood should be the right size to help each other in that critical first hour, when you can save lives and reduce injuries and property damage. About 15-20 single-family homes and the entire building if you live in an apartment or condo; or maybe just your floor in a large building. In a more sparsely area, five to seven homes makes sense. After you've determined your neighborhood boundaries, you'll contact the Los Angeles Emergency Management Department (EMD) for your meeting materials, and a date for your neighborhood meeting. They will provide you with everything you need for a successful meeting, including a meeting facilitator, handouts, a neighborhood map and a meeting finder. At this point, there was some discussion in the room, as to the benefits.

Ben related that RYLAN is an umbrella that includes personal preparedness and communication, training, e.g., CERT as well as Map Your Neighborhood. LA picked up and used Map Your Neighborhood as part of RYLAN. For the rest of this meeting, Ben will be talking about Map Your Neighborhood (MYN), which is taught through the Red Cross.

<http://www.redcross.org/news/event/local/california/los-angeles/Map-Your-Neighborhood-Train-the-Facilitator-G>

He continued that the City wants you to hold a Map Your Neighborhood meeting, which Shelly knows about. You almost always have this meeting in your own home, which sparks the neighborhood feeling; gathering in a home; it's about 1-1/2 to 2 hours. People like to talk a lot, because it starts a lot of thoughts. The City provides materials and facilitator support.

You need a TV and video or projector and laptop to show the videos. He then showed an example of the video. He noted that "you don't have to do anything, just get people in, show the videos and do what the videos say."

The next video indicated that people do better when we know each other, our respective skill sets, etc., and discussed the impacts of disaster upon a neighborhood. Disaster vs. Emergency. "Emergency" responders: Fire, Police, Utility and Medical. When you can't reach these emergency responders, and no one is able to come, this is the context of the conversation today.

Below: Rob Farber, Dan Palmer Maureen Smith, Ron Cornell, Joan Herman, Danielle Cohen, Sara Seltzer, Luisa Bottari, Seema Hassan and from left bottom, Irene Sandler Susan Davidson. Dr. Robert Davidson, Mitch McKnight, David Van Iderstine, Hildreth Simmons and Shelly Seltzer listen to Ben Park's presentation.



Ben gave update of the various meetings held recently. There was a review of the meetings held in the BABCNC area so far, where Ben has presented RYLAN, not limited to Benedict Hills,

Colima Glen, as well as Doheny-Sunset (North of Sunset) and areas outside of the BABCNC territory, e.g., Beverly Hills and Nichols Canyon. Chuck explained some of the local EP groups, including Bel Air Crest, Bel Air Association, Residents of Beverly Glen and that the question becomes how far along are they and how can Ben benefit them with this.

As to mapping, Shelley discussed the proximity of homes in her neighborhood to each other. Ben suggested thinking about walking distance rather than driving distance between homes.

As to holding meetings at a home, Ben recommended having food at the meetings. Following update from Shelley, below, item #7, Ben continued this discussion.

7. RYLAN Implementation Success Stories and Community Status

□ Shelley Seltzer, Colina Glen, and other HOA leads

Shelley was asked to speak about her meeting. She noted that they had three pretty large groups for breakout sessions. She experienced a lot of gratitude from her HOA for having organized this. She felt that in order to keep her family safe, she needed to make sure that all the families around her were supplied and knew what was going on. She recalled hearing at the last meeting that one Fire Station had to be responsible for 10,000 homes. “This program is all laid out for you.” Ben emailed her a template, which was easy to customize, with instructions on when to do what to prepare for the meeting. She gave great credit to Ben and the program. She noted that one week after the original meeting, two of the three groups met for a follow-up meeting; in individual homes and did some follow-up activities, e.g., going through critical pages in the booklet and talking about how to finish the task that they started. She related that they’re trying hard not to let the momentum drop. She noted that they are calling the block captains “liaisons” who are responsible for intra-group communication as well as inter-group communication, in groups and with the HOA. She is on the EP Committee for her HOA, now they have blocks with liaisons.

Chuck asked how she got 50 people there, to which Shelley noted that she followed the template that Ben gave her. She knocked on doors, and took photocopies of the template and placed them in their mailboxes if no one was home. “Every person in our community got a piece of paper with information. Nobody could say they were uninformed.” There was discussion in the room about the challenge of getting block captains, to which it was noted that it’s better to have a different name, e.g., liaison or other. Chuck noted that when he was a block captain 10 years ago, they divided the blocks and sent invitations to everyone, which was 120 people at that time, in his area, and they provided hot-dogs, beer/wine.

Ben continued to discuss the RYLAN and mapping process, including gathering contact information and skills of the neighbors as well as workers in the area, e.g., gardeners, nannies, etc. Ben discussed how they did this in the three separate groups at Shelley’s meeting.

Irene asked how to coordinate across 400 homes. Ben discussed how they broke up a larger community in the Benedict area, where he broke them up into 20-house blocks, keeping in mind they are going to be walking there; half a mile would be too much. He suggested having a meeting with as many people as you can get... get a map of the whole area, and have a facilitator help; when people come into the meeting, find their house on the map, and you’ll have dots on the map, ask if they know someone on that block, it grows from there.

Shelley mentioned that in the follow-up meetings, they realized that there are so many things yet to do. That their initial meeting was just a start; it’s a big deal to try to get everybody supplied. “Make sure in these meetings that you tell the people there that they still are responsible for

supplying their own home.” She noted that what was of value for her was the 9 steps in the RYLAN booklet, Map Your Neighborhood; she was told what supplies to keep under her bed; the gloves, flashlight, shoes, and the booklet with the first 9 things to do. (Shelley emailed a photo to her community of the Under-the-Bed Box, which she received from Ben.)

The page that will not be under your bed, would be this page, which you’d keep near your front window, paper-clipped with two band aids (as scotch tape) to hold up the “Okay” sign. If there’s a “Help” sign facing out or no sign at all, the neighbors will know that they’ve got to get help to you or you may know from your contact list that your neighbor with hearing aids can’t hear you knocking, if they were thrown askew. This page in your booklet is a huge resource, where you’re able to document who has special needs! You print this out; you don’t keep it on your computer. Ben noted that in an emergency, that contact information is the list of people who will need extra help; think of this as your shopping list of resources. Shelley continued that her HOA still at the lower level of the blocks thought they may need to buy a generator; maybe two or three; what kind? They have people doing research on this, and are compiling a list to submit to the HOA Board to say can we please get funding for three generators. They have one medical person who will coordinate their medical personnel who live there, and put together a medical supplies wish list. She noted that they are compiling wish lists, a website to post links to articles on EP so everyone has access to it and as to what to keep in your own house so you don’t have to depend on your HOA. She noted that the meeting is just the first step.

Ben noted that the meeting worked, as she now has three groups working together. Some will share resources. Some CERT people in the area will set up an Incident Command System.

Ben noted that he is in touch with Seema, Luisa, Shelley, and anyone else who wants to talk more about this, to do a small meeting with your board, give him your contact information and he’ll get back to you.

Susan will be having about 10 people next week, 05/23rd. Seema noted that DSPNA, North of Sunset area, has about 2,000 households in her neighborhood association. She noted that they have been walking door-to-door to speak with neighbors. Chuck thanked Seema for what she is doing and for coming to Fire Station #99 open house (at the BABCNC table).

Chuck thanked Ben for a great job.

8. Colina Glen CERT Class – Ramp up with Overview / Scheduling

Michael Schlenker & Chuck Maginnis

Chuck introduced **Mitch McKnight**, who is a training leader for CERT, who does all the scheduling. They discussed the dates for the upcoming CERT training starting on July 10th. Mitch said that he does a Power-Point presentation, teaches people how to use fire extinguishers, how to do basic medical care, “triage,” how to do very light search and rescue. His goal through all this training is to do things the safest way possible; how to lift people and carry them out if they can’t get out on their own; how to organize yourselves, so someone can set up the Incident Command System, to make sure that all these things he is teaching you are getting done. He also touches on what to do in the event of terrorism, basic preparedness stuff: It might be a few hours or a couple of days before people see the LAFD (first responders) as each station is responsible for 10,000 houses; however, there are also areas that are industrial with hazardous materials, which will be very overwhelming; so that’s why they train people to be self sufficient, so people don’t have to rely on them. They also teach Map Your Neighborhood. “Your neighbors are your

team. Get to know them.” He noted that once the registration gets to 40 people the class is closed; then there is a waiting list.

From bottom left: Maureen Smith, Ron Cornell, Joan Herman, Danielle Cohen, Shelly Seltzer, Sara Seltzer, Michael Schlenker (back), Luisa Bottari, Seema Hassan, Ben Park (back), Hildreth Simmons, David Van Iderstine, Mitch McKnight, Dr. Robert Davidson, Susan Davidson, Irene Sandler, Rob Farber and Dan Palmer listen to CERT trainer, Fire Fighter Mitch McKnight.



They would like a minimum of 20-25. There is no cost. It’s absolutely free. He noted that there are also other classes going on around the city, so if you miss a class you can make it up at another location, at another session. If you make all 7 classes, you get a certificate by the Mayor and Fire Chief, stating that you have completed this course. You can take it beyond that if you want: Level 2 includes First Aid, CPR, ADD; Level 3 is advanced First Aid. There’s also Radio Communications. Mitch addressed Mike Schlenker who noted that you get a nice booklet for free; what you won’t get, but they do sell at S.O.S., is CERT-branded backpacks with gloves, tools, and first aid items you would have to have to be a member of a CERT team. You can buy helmets. Mitch noted that we are grant-funded with supplies; once the grant funding wears out, we don’t have that stuff. Mike and Chuck briefly discussed the funds approved for the CERT series that is being sponsored by the BABCNC. Irene recommended that if there are some things that are physically usable that are needed to consider using some of the funds for that.

Motion: To have the CERT meeting begin on July 10th. **Moved** by Chuck; **second:** None. Starting time discussed. **Those planning to sign up:** Dan, Shelly, Luisa, Susan & Robert, Rob, Joan & Hildreth, plus, per Shelley: Dana, Jeannie and Irena, along with others from NC and Chuck.

Motion: To go ahead and make a motion next week at the neighborhood council which will entail perhaps additional funds of an additional \$300 for either more refreshments or equipment, and so forth, to assist Colina Glen, and perhaps if they so desire, also for Laurel Canyon. **Moved** by Chuck. **Seconded** by Maureen. Discussion was held as to starting time from 7:00 pm to 9:30

at the latest and as to spreading the word about this series at Colina Glen. Chuck asked Mitch to explain how people signup. **No vote was taken.**

Mitch will post the starting time at Colina Glen next Tuesday, May 22nd. People will go to the website to register. It's at the LAFD website. <http://www.cert-la.com/>

Ron noted that there's a CERT class at the Sherman Oaks Adult Center on Sunday on Search and Rescue, 12:30 to 2:30; probably Christy Adair, which Ron recommends highly.

9. Adjournment: 9:00 pm

Next Meeting: Wednesday July 18, 2018 (3rd Wednesday every other month)