



Emergency Network of Los Angeles

Board Meeting Minutes

April 20, 2017, 10am – 12pm

Attendees: Nathan Wolfstein (Be More Prepared), Eric J. Honanie (United American Indian Involvement), James Pellegrini (Be More Prepared), Clinton Ino (City of LA Personnel Dept), Glen Granholm (Safe-T-Proof), Bobbi Jacobsen (City of LA Personnel Dept), Jason Yancey (Operation Hope), Janet Weiland (Church of Scientology), Debra Boudreaux (Buddhist Tzu Chi Foundation), Fred Agoopi (LA County Animal Care), Andrew Grundig (VOALA), Alen Pijuan (LA City EMD), Michael Edwards (Red Cross), Scott Underwood (Red Cross), Faran Kharal (Islami Relief USA), John Cvjetcovic (DPSS), Nicholas Nguyen (Salvation Army), Jesse Villalpando (LARFB), Michael Flood (LARFB), **Via Phone:** Helen Chavez (LAC OEM), Michael Bloom (Hatzolah of Los Angeles), Trevor Rhodes (LA County Public Health Dept).

I. Call to Order, Introductions, Meeting Goals & Agenda Review

Michael called the meeting to order at 10:00 am, thanked everyone for coming.

Round of introductions

II. Approval of March 15, 2017 Minutes

A. Michael asked the board to vote on the approval of the March 15, 2017 minutes

i. Michael motioned for the approval of March 15th Board Minutes.

ii. The board members voted for the approval of the March 15, 2017 minutes.

III. De-Brief from Membership Meeting/ Scheduling Next Meeting

A. Michael De-briefed the board on the membership meeting on April 5th.

i. Michael stated that the meeting was a success and thanked the board for their participation.

B. Michael presented the board with an open question regarding the scheduling of the next membership meeting.

i. Michael stated whether the membership meeting should be held on a quarterly basis or biannual basis.

Cooperation, Communication, Coordination, Collaboration

Emergency Network of Los Angeles – the Los Angeles County VOAD (Voluntary Organizations Active in Disaster)

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- a) Eric and Nathan commented that they are strongly advocating for the membership meeting to be held on a quarterly basis with the next meeting scheduled for late June

C. The next membership meeting is tentatively scheduled for the month of June

IV. **General Administration:**

A. **Financial Filing Updates**

- i. Michael stated that the Emergency Network of Los Angeles has not filed with the IRS for two fiscal years; however the Federal Government Taxed exempt status is in place.
- ii. Jason provided an update to the Board on the current financial situation of ENLA.
 - a) Jason stated that ENLA is in need of filing a Federal 990 form with the IRS.
 - b) Jason mentioned that he is in touch with a certified public accountant who filed ENLA's taxes from 2012-2015
 - c) Jason stated that Operation Hope is open to negotiating the paying of any fees owed by ENLA.
 - d) ENLA cannot open a bank account until the proper paper work is filed with the IRS, interim the LA Food Bank will open an account for ENLA for the initial collection of membership dues.

B. **Member Dues**

- i. Jesse handed out updated invoices to the present Board Members.
- ii. Board Members were handed a 2017 invoice along with a 2016 invoice.
- iii. Board Members are encouraged to pay for both 2016 and 2017, however are only required to pay for the 2017 fiscal year.

C. **Member List Update**

- i. Jesse is currently working on updating ENLA membership organization's contact information.
- ii. Jesse presented to the board a list of contacted potential ENLA Members.
 - a) Jesse color coordinated the membership list with three different categories.

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1. Names highlighted in green- are organizations who responded positively with their contact information.
 2. Names not highlighted- are organizations who did not respond.
 3. Names highlighted in red- are organizations where the primary email address is not valid.
- b) Jesse noted the need for more membership involvement and called upon the board to reach out to any organizations who may be interested in joining ENLA
- iii. Jesse is working with the board to send out membership applications to organizations interested in joining ENLA

D. Communication- Website, Group Email, & Text, social Media, other

- i. Michael stated that there is a need for the organization of communication amongst Board members and members.
- ii. Michael stated that in the event of an emergency currently email notification will take preference, as well as social media.
 - a) Michael stated that there is a need to establish a text message notification protocol amongst board members.
- iii. Nathan stated the importance of becoming an amateur radio operator and stressed their resourcefulness during disasters.
- iv. Nathan mentioned the possibility of using a mass notification app to communicate with members during an emergency.
- v. Eric stated the possibility of creating a tabletop exercise to be sent out to members that will explore the notion of agencies providing resources in an emergency scenario.

E. Board Member Recruitment

- i. Michael stated that there are three open seats on the ENLA Board.
 - a) Michael motioned for the election of Michael Edwards as an ENLA Board member.
 1. Janet seconded this motion

2. The board voted unanimously for the election of Michael Edwards to the Emergency Network of Los Angeles Board.
- b) Michael stated there are two board member positions open for non-profit/ community based organizations.
- c) Jason will reach out to Mark Askey concerning a government board position.
- d) Jason will reach out to Catholic Charities concerning board member interest.

F. Committee Update

- i. Michael asked committee members to provide next steps regarding there committees.
 - a) **Mass Care and Shelter** (John Cvjetcovic, Michael Edwards, Nicholas Ngyuyen, Eric Honanie)
 1. Michael stated he will reach out to members to discover resources that are available.
 2. Michael stated that a meeting will be hosted by the committee to discuss the “Fact Sheet” disaster plans from California Office of Emergency Services.
 - b) **Communications** (Helen Chavez, Nathan Wolfstein, James Pellegrini, Andrew Grundig)
 1. Communications will discuss how to target members regarding emergency communications.
 2. The Communications committee will explore the notion of implementing a mass communication app amongst ENIA board and general members.

c) **Emotional Spiritual Care** (Janet Weiland, Nicholas Nyguyen, Debra Boudreaux)

1. Janet stated that this group will duplicate what other Emotional/Spiritual care groups have done in the past.
2. The Emotional and Spiritual Committee will reach out to the Church of Jesus Christ of Latter-day Saints as well as the Seventh-Day Adventist Church.
3. The Emotional and Spiritual Committee will push CERT training/ the forming of clergy support groups for Fire Stations.

G. National VOAD

- i. Board members will be representing the Emergency Network of Los Angeles during the National VOAD conference from May 15th - 18th.
 - a) Board Members Nathan Wolfstein, Nicholas Nyguyen, and Jason Yancey will be attending.
- ii. ENLA representatives will meet with the NorCal and SoCal VOAD to foster collaboration and the exchanging of ideas.
- iii. ENLA representatives attending will provide the Board with an update following the conference.

H. Board Meeting Schedule

- i. Michael stated that the alternating schedule of the third Thursday and third Wednesday of the month is allowing more members to participate.
- ii. Michael stated that ENLA will continue on this alternating schedule with the next board meeting scheduled for Wednesday May 17th.

I. Other

- i. Eric noted the importance of updating the current calendar located on the ENLA website.
 - a) Jesse stated that he is in the process of updating the www.ENLA.org website.
- ii. Michael Edwards requested the usage and location of the digital format of the ENLA logo.

- a) Jesse stated that he will provide Michael, and all board members with any digital resources needs.

V. Current Activity Update

A. Current/ Recent Disaster Response Activations

- i. Scott Underwood stated that the shelters set up by the American Red Cross in Oroville, California are still opened and operational.
 - a) Scott stated that's homes in the area are suspected to damages due to large quantities of homes in close proximity of each other.
- ii. Michael Edwards stated that the events from February's storms and flooding in San Jose California are continuing.
 - a) Michael stated that over 1,200 homes were damaged due to flood waters.
 - b) Michael stated that there have been some language and potential immigrations issues regarding the displaced residents of San Jose.
- iii. Michael stated that looking forward that the Eastern Sierra Valley and Kern County are in serious flood danger due to melting snow packs.
 - a) Potential server flooding can occur in these and surrounding areas due to a high rise in melting snowpack's.

B. Upcoming Trainings & Events

- i. Scott Underwood stated that the American Red Cross will be installing 1,000 smoke alarms in homes in a local neighborhood. Scott invited the board members to join him for this event being held on June 17th 2017.
 - a) Scott noted that this initiative has saved 215 lives since its commencement.
- ii. Nathan stated Board members Alen and himself attended an Active Shooter Facility Audit Workshop at California Institute of Technology presented by B.I.C.E.P.P.
- iii. Nathan stated that Be More Prepared can assist ENLA members in obtaining there Amateur Radio Technician license.

- a) Nathan stated this is a four hour class and will need between 20 to 30 members to attend.
- iv. Alen stated that the LAPD will be hosting an active shooter two day Train the Trainer Training on April 26th -27th
- v. Allen mentioned to the Board that a March for Science will take place in Downtown Los Angeles on April 22.
- vi. Nicholas mentioned that the 2017 Los Angeles Fleet Week will be from August 30th to September 5th
 - a) Nicholas stated that if interested in this event contact him for more detail.

Michael excused himself from the meeting and asked Nicholas to adjourn the meeting.

VI. **Adjournment**

Nicholas motioned to adjourn

- i. The ENLA Board meeting on April 20th 2017 was adjourned at 11:59 a.m.