



Emergency Network of Los Angeles
Board Meeting Agenda
February 16, 2017, 10am – 12pm

Attendees: Jason Yancey (Operation Hope), Helen Chavez (LAC OEM), Janet Weiland (Church of Scientology), Debra Boudreaux (Buddhist Tzu Chi Foundation), Cullen Armet (Area E), Lisa Patrick-Mudd (DPH), Audra Acain-Lee (DPH), Alen Pijuan (LA City EMD), Michael Edwards (Red Cross), Mark Askey (LAWA), John Stennett (Salvation Army), Sandri Kramer (Didi Hirsch/Disaster Distress Helpline), Nicholas Nguyen (Salvation Army), Mary Stewart (Lutheran Social Services), Nathan Wolfstein (Be More Prepared), James Pellegrini (Be More Prepared), Michael Flood (LARFB), Ed McCarthy (LARFB) Jesse Villalpando (LARFB) and John Cvjetcovic (DPSS).

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

Michael and Jason called the meeting to order at 10:15 am, thanked everyone for coming. Attendees introduced themselves.

II. Approval of January 19, 2017 Minutes

- A. Michael motioned for the approval of the January 19, 2017 minutes
 - i. Nathan seconded the motion.
 - ii. The board members voted for the approval of the January 19, 2017 Minutes

III. Board Officer Nominations

- A. Michael motioned for the election of officer positions
- B. Jason stated that he will step down from his position as the ENLA Board Chairman ending his five year term.
 - i. The board accepted and thanked Jason for his service.
- C. Janet motioned for the election of Michael Flood for the position of the ENLA Board Chairman.

Cooperation, Communication, Coordination, Collaboration

- i. Nathan seconded this motion
 - ii. The board members voted unanimously for the election of Michael Flood as the ENLA Board Chairman.
- D. Michael motioned for the nomination of Nicholas Nguyen for the position of the ENLA Board Vice Chairman
 - i. Janet seconded this motion
 - ii. The board members voted unanimously for the election of Nicholas Nguyen as the ENLA Board Vice Chairman.
- E. Michael motioned for the nomination of Nathan Wolfstein for the position of the ENLA Board Secretary.
 - i. Alen Seconded this motion
 - ii. The board members voted unanimously for the election of Nathan for the position of the ENLA Board Secretary.
- F. Jason stated that he will retain his position as the ENLA Board Treasurer. Board members voted unanimously for the election of Jason for the position of the ENLA Board Treasurer.

IV. **Board Recruitment Update**

- A. Michael noted the new board members elected during the last ENLA board meeting, Nathan, Janet, and Nicholas.
- B. Michael mentioned that there are board member positions available for any interested members.
 - i. Michael stated that the Red Cross has typically served on the Board. Michael Edwards is checking his availability.
- C. Alen stated that government agencies are non-voting board members
- D. Michael mentioned that the board meetings are open to all members
- E. Michael mentioned the importance of cleaning up the list of board members
 - i. Jesse stated he will send out a list of board members to be reviewed for accuracy.

V. **General Administration:**

- A. **General Membership Meeting- Wednesday April 5th at Los Angeles County Office of Emergency Management**
 - i. Cullen and Helen are proposing outcomes to this meetings

- a) They noted that the outcome for this meeting is for members to feel invested in ENLA and gain a broader understanding of how they fit in the bigger picture of emergency management.
- b) Cullen advised to start the meeting on a broad level of the national frame work for emergency management and then narrow the information to how their organization correspond to the bigger picture of emergency management.
- ii. Helen suggested that the feel of this meeting should be directed towards the theme of how their respective membership's mission contributes to the frame work or emergency response.
- iii. Michael noted that the event is open to non ENLA members as well
 - a) Michael noted that this event will have a time commitment of two hours for the members.
- iv. Michael expressed concern over capacity limitations at the office of Emergency Management
 - a) Michael stated that if we receive a strong response from the membership, we could hold two meeting sessions one from 1:00 to 2:45 and the second one from 3:00 to 4:45pm
- v. Michael mentioned that the purpose of this meeting should communicate a call to action that ENLA is back and how each member can get involved with the organization.

B. Board Member Meeting & Schedule

- i. Michael motioned that the Board meetings should be scheduled for altering third Wednesday and third Thursday of each month.
 - a) The Board approved this idea with the next meeting scheduled for Wednesday March 15th 2017

C. Financial Filings

- i. Jason stated that in October the IRS called to inform him of the ENLA organization having a fee of \$1,400 due to last filings.
 - a) To continue with a 5013c status this fee must be paid

D. Member List

- i. Cullen and Jesse are working on updating the current member list with accurate information.
 - a) Jesse is going to give the board a print out of current members to be reviewed.
- ii. Board members will outreach to member organizations once the current list is organized and finalized.

E. Communication- Website, Group Email, & Text, Social Media, other

- i. The board stated the importance of updating contact information for both the board members and member organizations.
 - a) Once the list is finalized the board will communicate amongst each other and members through group emails and text messages.
- ii. Social Media
 - a) Nathan is responsible for updating the ENLA Facebook page and various social media sites.
 - b) Nathan stated that he will begin updating the Facebook page immediately following today's meeting.

F. Member Dues

- i. Michael stated that membership invoices will be sent out following the April 5th General Membership Meeting.
- ii. Michael stated the need for an ENLA bank account to be opened, and motioned for the board to designate Jason the authority to open and manage a bank account for the ENLA organization.
 - a) Michael stated that the Membership dues will be deposited into a bank account to be opened by the ENLA Treasurer Jason.

G. Committees

- i. Jason mentioned that committees should be formed by board members, regarding their specific fields.
- ii. Janet mentioned that she is a part of an interfaith subcommittee that is working on disaster preparedness and management among interfaith communities

VI. New Business

- A. Michael stated the need for a strategic plan for the organization of the ENLA organization.
 - i. Helen stated the need for an accurate membership and board member list in order to ensure the revitalization of the ENLA organization.
 - ii. Michael noted the need for a new partner survey for members with a similar format of past surveys.
 - a) Michael mentioned this survey is to be conducted once the internal organization of board and member lists is finalized.

VII. Current Activity Update

A. Disaster Response

- i. Michael opened the floor for current disaster response preparations regarding the Oroville Dam evacuations
 - a) Mary stated that the Lutheran Social Services organization is currently running a mass care sheltering operation
 - b) Michael Edwards stated that the American Red Cross is providing disaster relief supplies and medical equipment to the impacted areas.
 - i. Michael Edwards stated that the American Red Cross is currently running three mobile kitchens throughout strategic points in the impacted areas.
 - c) Nicholas stated that the Salvation Army is participating with disaster relief efforts by providing more than 50 thousand meals to the impacted areas.
- ii. Michael Edwards described the current precautions that are in place due to the powerful storm to hit Southern California the following days.
 - a) This storm has activated the Los Angeles County Emergency Operations Center, and precaution is needed by all for the following days.
 - b) Cullen stated that he will distribute to the board members a situational awareness report by the National Weather Service regarding this storm.

- i. Jesse stated he will forward the information to current ENLA member organizations.
- iii. Michael stated that this storm as well as the Oroville Dam Situation will be an opportunity for a case study to present to ENLA member organizations, during the April 5th meeting.

B. Recent Disaster Trainings and Meetings

- i. Cullen stated that he is conducting a SEMs combined course on April 18th and invited the board members to participate.
- ii. Nathan stated that his organization *Be More Prepared* is hosting a variety of trainings in the near future including, a Ham Radio communications training, as well as an Active Shooter training. Nathan stated he will keep the board updated accordingly.

VIII. Announcements, Upcoming Events & trainings

- A. Janet informed the board that the Church of Scientology's Disaster Response Fair date has been changed to April 1st
- B. Alen informed the board of upcoming demonstrations taking place in Los Angeles scheduled for this weekend.
- C. Michael informed the board that the next scheduled board meeting is Wednesday March 15th from 10-12 at the same location as today's meeting.

IX. Adjournment

The meeting was adjourned at 12:01pm.