



City of Los Angeles  
Meeting Summary



Purpose of Meeting:	City of Los Angeles Hazard Mitigation Plan Steering Committee Meeting #1
Location of Meeting:	Virtual: Teams
Date of Meeting:	04.25.2023

Steering Committee Members and Alternates:

Organization	Member	Alternate
American Red Cross	<input checked="" type="checkbox"/> <b>Francisca Herrera</b> , Disaster Cycle Services	None
Caltech	<input checked="" type="checkbox"/> <b>Dr. Monica Kohler</b> , Research Professor of Mechanical and Civil Engineering	None
City of Los Angeles Community for Investment in Families	<input checked="" type="checkbox"/> <b>Ruth Rodrigues</b> , Senior Management Analyst	None
City of Los Angeles Department of Building and Safety	<input checked="" type="checkbox"/> <b>Lisa Yancey</b> , Chief Inspector	None
City of Los Angeles Department of Disability	<input checked="" type="checkbox"/> <b>Deisy Gonzalez</b> , Emergency Management Coordinator I	None
City of Los Angeles Department of General Services	<input checked="" type="checkbox"/> <b>Howard Bein</b> , Emergency Planning Unit	None
City of Los Angeles Department of Neighborhood Empowerment	<input checked="" type="checkbox"/> <b>John Darnell</b> , Neighborhood Empowerment Advocate	None
City of Los Angeles Department of Public Works	<input type="checkbox"/> <b>Robert Kadomatsu</b> , Chief Management Analysis <input type="checkbox"/> <b>Samson Wong</b> , Civil Engineer Associate <input type="checkbox"/> <b>Raul Virgen</b> , GIS Chief	None
City of Los Angeles Department of Recreation and Parks	<input checked="" type="checkbox"/> <b>RAP Duty Officer</b>	None
City of Los Angeles Department of Transportation	<input type="checkbox"/> <b>Paul Weinberg</b> , Emergency Management Coordinator I	<input type="checkbox"/> <b>Vilma Boada-Tellez</b> , Emergency Management Coordinator I
City of Los Angeles Department of Water and Power	<input type="checkbox"/> <b>Patrick Munongo</b> , Emergency Management Coordinator I	None
City of Los Angeles Emergency Management Department	<input checked="" type="checkbox"/> <b>Omari Battles</b> , DAFN Principle Project Coordinator <input checked="" type="checkbox"/> <b>Jon Brown</b> , Division Chief of Planning and Resilience <input checked="" type="checkbox"/> <b>Jillian De Vela</b> , Emergency Management Coordinator <input checked="" type="checkbox"/> <b>Joseph Riser</b> , Public Information Officer	None
City of Los Angeles Fire Department	<input checked="" type="checkbox"/> <b>Rico Gross</b> , Captain	None
City of Los Angeles Housing Department	<input checked="" type="checkbox"/> <b>EJ Martinez</b> , Emergency Management Coordinator	None
City of Los Angeles Information Technology Agency	<input type="checkbox"/> <b>Thanh Su</b> , Management Analyst	None
City of Los Angeles Mayor's Office	<input checked="" type="checkbox"/> <b>Jacquelyn Sandoval</b> , Mayoral Aide	None
City of Los Angeles Planning Department	<input type="checkbox"/> <b>Ari Briski</b> , City Planner	<input type="checkbox"/> <b>Marie Cobian</b> , Senior City Planner <input checked="" type="checkbox"/> <b>Conni Pallini-Tipton</b> , Senior Planner
City of Los Angeles Police Department	<input type="checkbox"/> <b>Hayley Smith</b> , Lieutenant	<input type="checkbox"/> <b>Michael Boyle</b> , Sergeant



City of Los Angeles  
Meeting Summary



		<input type="checkbox"/> <b>Richard Rogers</b> , Officer
<b>City of Los Angeles World Airports</b>	<input type="checkbox"/> <b>Justin Pierce</b> , Director of Emergency Management Division <input checked="" type="checkbox"/> <b>Zina Cheng</b> , Grants & PFC Manager	None
<b>Climate Emergency Mobilization Office</b>	<input checked="" type="checkbox"/> <b>Marta Segura</b> , Chief Heat Officer	None
<b>Community Emergency Response Team</b>	<input checked="" type="checkbox"/> <b>Chin Thammasaengri</b> , CERT South Bureau & LAFD Dispatch	None
<b>Emergency Network in Los Angeles</b>	<input type="checkbox"/> <b>Rene Martin</b> , Interim Program Director <input checked="" type="checkbox"/> <b>Kayla Kelly-Slatten</b> , Program Director	<input type="checkbox"/> <b>Michael Flood</b>
<b>Los Angeles Area Chamber of Commerce</b>	<input type="checkbox"/> <b>Andrea Nunn</b> , Senior VP, Entrepreneurship & Innovation	<input checked="" type="checkbox"/> <b>Peter Foo</b> , VP of Entrepreneurship & Workforce Development
<b>Los Angeles County Office of Emergency Management</b>	<input type="checkbox"/> <b>Sinan Khan</b> , Associate Director	None
<b>Los Angeles Unified School District</b>	<input checked="" type="checkbox"/> <b>Jill Barnes</b> , Administrator of Emergency Management	None
<b>National Weather Service</b>	<input checked="" type="checkbox"/> <b>Eric Boldt</b> , Warning Coordination Meteorologist <input type="checkbox"/> <b>John Dumas</b> , Science and Operations Officer	None
<b>Neighborhood Council Emergency Preparedness Alliance</b>	<input checked="" type="checkbox"/> <b>Commissioner Leonard Shaffer</b> , Commissioner	None
<b>Office of the City Administrative Officer</b>	<input checked="" type="checkbox"/> <b>Mary Reuschel</b> , Senior Administrative Analyst	None
<b>University of California, Los Angeles</b>	<input checked="" type="checkbox"/> <b>Dr. Travis Longcore</b> , Adjunct Professor	<input checked="" type="checkbox"/> <b>Sahar Derakhshan</b> , Postdoctoral Research Fellow
<b>Port of Los Angeles</b>	<input checked="" type="checkbox"/> <b>Lynette Ursery</b> , Emergency Management Coordinator I <input type="checkbox"/> <b>Jennifer Maradiaga-Contreras</b> , Emergency Management Coordinator I	None
<b>The Nature Conservancy</b>	<input checked="" type="checkbox"/> <b>Kelsey Jessup</b> , Urban Conservation Program Manager	<input type="checkbox"/> <b>Alysa Mann</b> , Climate Resilience Project Director <input type="checkbox"/> <b>Deborah Glaser</b> , Climate Resilient Communities Project Director
<b>U.S. Army Corps of Engineers</b>	<input type="checkbox"/> <b>Major Kevin Stucker</b> , Operations Officer	None
<b>University of Southern California Sea Grant Program</b>	<input checked="" type="checkbox"/> <b>Karina Alvarez</b> , Science, Research, and Policy Specialist	None

Other Attendees:

- Carol Parks**, General Manger, City of Los Angeles Emergency Management Department
- Somersby Jenkins**, Fellow, City of Los Angeles Emergency Management Department
- Thalia Polychronis**, City of Los Angeles Emergency Management Department
- Rob Flaner**, Project Manager, Tetra Tech
- Bart Spencer**, Lead Project Planner, Tetra Tech
- Megan Brotherton**, Process Coordinator, Tetra Tech

Meeting Summary: Welcome, planning process overview

Item No.	Description	Action/Decision item(s):
----------	-------------	--------------------------



<p>1</p>	<p><b>Welcome &amp; Introductions</b> 1:03 p.m.</p> <ul style="list-style-type: none"> <li>• City of Los Angeles: <ul style="list-style-type: none"> <li>○ Jon Brown, Division Chief – Planning &amp; Resilience, Emergency Management Department <ul style="list-style-type: none"> <li>▪ The HMP will coordinate with the City’s Climate Vulnerability Assessment and Heat Action Plan</li> </ul> </li> <li>○ Jillian De Vella – Emergency Management Coordinator, Emergency Management Department</li> <li>○ Carol Parks – General Manager, Emergency Management Department <ul style="list-style-type: none"> <li>▪ Lead the 2018 plan, which is now expired</li> <li>▪ The Steering committee is encouraged to focus on hazards and impacts that are unique to current events (i.e., climate change), and on action items that promote resilience.</li> </ul> </li> </ul> </li> <li>• Tetra Tech: <ul style="list-style-type: none"> <li>○ Rob Flaner, Project Manager</li> <li>○ Bart Spencer, Project Lead</li> <li>○ Megan Brotherton, Process Coordinator</li> </ul> </li> </ul>	<p>None</p>
<p>2</p>	<p><b>Project Outline</b> (Bart Spencer)</p> <ul style="list-style-type: none"> <li>• What is hazard mitigation <ul style="list-style-type: none"> <li>○ Part of the emergency management wheel along with preparedness, response and recovery</li> <li>○ The Disaster Mitigation Act of 2000 provides the framework that is used to develop the HMP</li> <li>○ FEMA requires natural hazards to be assessed. Other hazards (human-caused) can also be included, but are not required by FEMA</li> </ul> </li> <li>• Recently updated FEMA guidance <ul style="list-style-type: none"> <li>○ New FEMA plan development requirements include a more robust analysis of climate change impacts and analysis of how hazards impact socially vulnerable communities</li> </ul> </li> <li>• Project overview, timeline, and LA City HMP update <ul style="list-style-type: none"> <li>○ Identify potential hazards by building on hazards that were analyzed in the 2018 plan</li> <li>○ After analyzing impacts to Community Lifelines, people, structures, and the economy, the action plan is developed to include actions (projects and mitigation strategies) that will address those impacts</li> <li>○ Best available data is used for the risk assessment</li> <li>○ Targeting early December draft submittal to Cal OES</li> </ul> </li> </ul>	<p>None</p>



3	<p><b>Project Oversight &amp; Management</b> (Bart Spencer)</p> <ul style="list-style-type: none"> <li>• Core Planning Team <ul style="list-style-type: none"> <li>○ Includes members from the Emergency Management Department and Tetra Tech</li> <li>○ Meets every two weeks</li> <li>○ Provides foundation work for the plan, processes decisions, and makes sure the plan is on track</li> </ul> </li> <li>• Steering Committee <ul style="list-style-type: none"> <li>○ Acts as an advisory body and provides guidance on plan development</li> <li>○ Community Rating System (CRS) requirements will be met by some of the actions taken by the Steering Committee</li> </ul> </li> </ul>	None
4	<p><b>Project Coordination</b></p> <ul style="list-style-type: none"> <li>• Planning Process <ul style="list-style-type: none"> <li>○ The Tetra Tech team is reviewing the 2018 plan to determine needed updates</li> <li>○ The plan’s mission statement, goals and objectives will be reviewed and validated by the Steering Committee at a future meeting</li> </ul> </li> <li>• Timeline <ul style="list-style-type: none"> <li>○ The Steering Committee will meet 4 or 5 times during the update process</li> <li>○ The draft is currently schedule for completion by the end of this year</li> <li>○ An extended (longer than two weeks) public comment period will alter the draft completion schedule <ul style="list-style-type: none"> <li>▪ Steering Committee members will be polled to determine how long the public comment period will be</li> </ul> </li> </ul> </li> </ul>	<p><b>Action Items:</b></p> <p><b>EMD:</b> Poll Steering Committee members to determine length of public comment period and subsequent draft completion date</p>
5	<p><b>Hazard Assessment &amp; Risk Analysis</b></p> <ul style="list-style-type: none"> <li>• Overview and process <ul style="list-style-type: none"> <li>○ Natural hazards will be analyzed quantitatively, including using the FEMA Hazus program for the hazards it analyzes</li> <li>○ Hazus does not analyze extreme heat, but the Chief Heat Officer has recommended using the UCLA heat research as part of the risk assessment</li> <li>○ Non-natural hazards will be analyzed through a qualitative assessment</li> <li>○ Hazard analysis will align with the state and county hazard mitigation plans, the climate vulnerability assessment, and the heat action plan</li> </ul> </li> </ul>	None



	<ul style="list-style-type: none"> <li>○ The LA HMP will not address all the hazards in the state plan, but will include the hazards that apply to the city</li> <li>○ Best available data will be used whether a study was done in California or elsewhere</li> <li>○ A hazard profile will be developed for each hazard and will address cascading impacts from other hazards</li> </ul>	
<p>6</p>	<p><b>Public Engagement</b></p> <ul style="list-style-type: none"> <li>● Process and strategies           <ul style="list-style-type: none"> <li>○ FEMA encourages outreach to the entire community through engagement methods chosen by the jurisdiction</li> <li>○ In addition to typical outreach methods like social media, email blasts, booths at public events or farmer’s markets, use additional proven methods for strategic outreach to under-represented communities</li> <li>○ EMD will work with the Steering Committee to identify networks for broad outreach</li> <li>○ Public meetings may be held during an evening or on a weekend, if the city and the Steering Committee choose to schedule outreach at those times</li> <li>○ Public Awareness Survey               <ul style="list-style-type: none"> <li>▪ The primary method used to gauge hazard awareness is through a public survey which will be release in English and Spanish</li> <li>▪ The draft survey was distributed for Steering Committee revisions</li> <li>▪ Some revisions can be made such as adding options to the types of preparedness activities and separating extreme heat as its own hazard</li> <li>▪ Other suggested revisions like removing “Tsunami” from the hazard list cannot be made since the public needs to provide input on any hazards that have historically impacted the city</li> <li>▪ Once the revisions are complete, the English version will be emailed to the Steering Committee for validation</li> <li>▪ The survey can be printed in PDF format for hard-copy distribution</li> <li>▪ EMD will scan any completed paper surveys and send to Tetra Tech to compile the aggregate results</li> </ul> </li> <li>○ Public Steering Committee Meetings</li> </ul> </li> </ul>	<p><b>Action Items:</b></p> <p><b>Tetra Tech:</b> Edit public survey to include Steering Committee revisions</p>



	<ul style="list-style-type: none"> <li>▪ Each subsequent meeting will be open to the public</li> <li>▪ An agenda will be posted on the city’s hazard mitigation website before the meeting</li> <li>▪ Meeting summaries and recordings will be posted after the Steering Committee validates the summary</li> <li>○ StoryMap</li> <li>○ Will be developed as an interactive tool for</li> <li>○ Draft Plan Public Comment <ul style="list-style-type: none"> <li>▪ The draft will be made available for public comment before it is submitted to Cal OES and FEMA</li> </ul> </li> </ul>	
	<p><b>Steering Committee</b></p> <ul style="list-style-type: none"> <li>• Responsibilities &amp; expectations <ul style="list-style-type: none"> <li>○ Members or their alternate should try to attend each of the four or five meetings during the planning process</li> <li>○ Each meeting will be scheduled for two hours, but will usually conclude earlier</li> <li>○ Steering Committee members should read distributed materials before each meeting</li> <li>○ Materials will typically be available one or two weeks before each meeting</li> </ul> </li> <li>• Chair &amp; vice chair <ul style="list-style-type: none"> <li>○ Roles &amp; responsibilities <ul style="list-style-type: none"> <li>▪ The chair will open and close each meeting and call for a motion, second, and vote or consensus on decision items</li> <li>▪ The vice chair will perform the same duties if the chair is absent</li> </ul> </li> <li>○ Chair – Jon Brown volunteered</li> <li>○ Vice-chair – Travis Longcore volunteered</li> <li>○ Quorum is set at 15</li> <li>○ Majority vote of those present and voting (minimum of 8) will carry decisions</li> </ul> </li> </ul>	<p><b>Action Items:</b></p> <p><b>Tetra Tech:</b> Include on the next SC agenda: Confirm decisions regarding the chair and vice chair selection; quorum; and majority vote by accepting the revised Ground Rules</p>
7	Adjourned at 2:26 p.m.	