

**STNC**  
**Special Emergency Preparedness Committee Meeting**  
**March 22, 2018**  
**North Valley City Hall,**  
**7747 Foothill Boulevard, Tujunga, CA**

**1. Meeting called to order** at 6:06 p.m. by Sandy Capps, co-chair. Present: Sandy Capps, Pat Kramer, Janelle Hussion, Sue Ellen Hussung and Reed Hazen. Richard Kaltenberg arrived later.

**2. Announcements and introduction:** Sandy reviewed the purpose of this new committee, which is to educate stakeholders and help them better prepare for emergencies/disasters by being self-reliant and prepared with skills and supplies they might need. Pat talked about her experience as the STNC rep to the Alliance for Neighborhood Council Emergency Preparedness and some of the programs they have offered that might be helpful in our community.

**3. Public comment on non-agenda items:** Pat read Janet Gibson's email requesting a location and volunteers to staff National Fire Service Day on May 12<sup>th</sup>. She is going to ask Fire Station 74 if they would like to participate.

**4. Discussion: STEP Committee's goals and objectives: Sandy is interested in getting the younger generation involved.** Pat added that Girl Scouts and Boy Scouts would be optimal for helping our community be prepared. Also, bringing in Emergency Management to host a Ready Your Neighborhood or Map Your Neighborhood event.

**5. Discussion: National Stop the Bleed Day:** Sandy's class will be taking place on Saturday, March 31, 2018 with timeslots all day long starting at 9 a.m.

**6. Discussion: To launch and keep the community updated with classes available and emergency information via a STEP Facebook Group page.** Sandy will be opening the group up for people to opt in. Janelle suggested having a different type of Facebook page format where instead of just liking the page, people could share posts to it. Sandy was going to check and see if it could be changed online or whether it would require a new page to be set up. Sue Ellen asked whether Nixel alerts could be done to our specific zip code.

**7. Discussion: Working with local Fire Station 74 on having a liaison team during disasters for donations, drop off areas.** General community outreach regarding helping our outside resources to have access to North Valley City Hall. Sandy explained that things were very disorganized during the Creek Fire and there were too many donations but nowhere to store them. Also, firefighters coming in from other areas didn't have anywhere to rest. It was suggested that CD7 be consulted for offering North Valley City Hall as a location in the future for a Command Central during a disaster. Pat suggested getting Janet Gibson involved with coordinating this with the City.

**8. Discussion:** Future training classes for First Aid/CPR and Earthquake Preparedness: Sandy wants to do First Aid instruction for Animals. Pat suggested Capt. Knipsher from L.A. Animal Services might be amenable to putting together a presentation. Also getting another CERT class going in Sunland-Tujunga, doing another Active Shooter presentation with Andy Wall, Ham Radio operator classes, and Ready Your Neighborhood. We also discussed doing some of our presentations before our committee meeting (6:00 – 7:00) and then holding our committee meeting following the presentations, while other classes would need to be “events” and would require booking North Valley City Hall on a Saturday for classes.

**9. Discussion: Putting a procedure in place to access Emergency Barrels located in the STNC office.** Since STNC owns those supplies and since they are crucial in an emergency, there needs to be a discussion with CD7 about a procedure to access the building in the event of an emergency. Whether there would be a key provided to a member of STNC leadership or to our STEP committee needs to be looked into. Sandy was going to set up a meeting to discuss this with CD7. Following that discussion, we will take this item up again and either refer it to the STNC board or come up with a Plan B to have access to these items.

**10. Inventory of current emergency barrels stored at the STNC office in side NVCH:** Janelle researched the date that the barrels were purchased: June 2012, which means some of the items in the barrels would have expired, while other items would still be okay to use. At the next meeting, we will do an inventory of what is in the barrels then research the cost for replacing those items that have expired with SOS.

**11. Discussion: Agenda for next meeting:** Inventory of the barrels, whether we can use North Valley Hall as a Command Center for the public in an emergency, using North Valley City Hall for CERT classes and for National Fire Service Day on May 12, 2018, outreach to Boy Scout and Girl Scout leaders for future events, ideas for future presentations, ways to do outreach using Facebook and outreach to other community emergency preparedness groups.

**12: Public Comment:**

Richard Kaltenberg said he would share Sandy’s flyer on National Stop the Bleed Day at his workplace: LADWP, where he works as a civil engineering drafting technician. Sandy suggested she might be able to do a presentation downtown at their offices on First Aid and Tourniquets.

Sue Ellen asked if we could find out who the Ham operators are in our area and make a list of how to reach them.

**13. Closing Comments:** Seeing if we can get more people involved in the next meeting.

Meeting adjourned at 7:30 p.m., STEP co-chair Pat Kramer took the minutes.