

# Agenda Report

**TO:** CITY COUNCIL

**DATE:** September 11, 2006

**FROM:** CITY MANAGER

**SUBJECT:** APPOINTMENT OF THE COMMUNITY REPRESENTATIVES TO  
THE DISASTER EMERGENCY SERVICES COUNCIL

## **RECOMMENDATION**

It is recommended that the City Council appoint the following people to serve as the community representatives for the Disaster Emergency Services Council:

- A. Sue Clark,
- B. Casimir Scislowicz, and
- C. John D. Taylor

## **BACKGROUND:**

A Disaster Emergency Services Council was established by ordinance which provides input on the preparation of plans for the protection of persons and property within the city in the event of an emergency. Part of the membership of this group includes community representatives recommended by the City Manager for confirmation by the City Council. It is the Council's responsibility to review and comment on the emergency preparedness plans.

The members of the Disaster Emergency Services Council consist of the following members:

- The Mayor of the city, who shall be chair of the council;
- The City Manager who shall serve as the director of disaster emergency services and who shall be the vice chair of the council;

- The Fire Chief; and
- The Police Chief

Additionally, representatives of civic, business, labor, veterans, professional or other organizations having an official emergency responsibility, may be appointed by the director with the advice and consent of the city Council.

Staff is recommending the following community representatives be appointed:

- A. Sue Clark: Ms. Clark is a graduate from the Pasadena Emergency Response Team (PERT) program and Leadership Pasadena. As part of her project work for Leadership Pasadena she helped to link Pasadena's faith based communities to city resources around disaster/emergency preparedness which as build quite a momentum and gained much community support. Ms. Clark is also one of four facilitators for "City Conversations", was an organizer for this year's Neighborhood Conference, and is in the process of completing her Masters of Intercultural Studies at Fuller Seminary.
- B. Casimir "Caz" Scislowicz: As the Director of Safety for California Institute of Technology, Mr. Scislowicz's directs a comprehensive safety program at Caltech to support science and engineering research and teaching on the Pasadena campus. Mr. Scislowicz earned his MS in Environmental Engineering from Northwestern University and has more than 25 years experience in managing university research safety programs at the University of Southern California, Northwestern, and for many years at the California Institute of Technology. His expertise and interests are in the fields of ionizing and non-ionizing radiation protection, fire/life safety prevention and control, and environmental compliance and hazardous waste management. One of his perennial priorities in recent years has been managing the Institute's risk planning by focusing on emergency preparedness and response activities.
- C. John D. Taylor: Mr. Taylor is a current Board member of Villa Esperanza and is a long-term Pasadena resident and has practiced law in Pasadena since his law firm relocated here from downtown Los Angeles in 1982. This is his fourth year serving on the Board of Villa Esperanza. He has served in leadership capacities in many local organizations and activities, including Legal Aid, Bar Association, Chancery Club, Breakfast Forum and Pasadena Library Foundation.

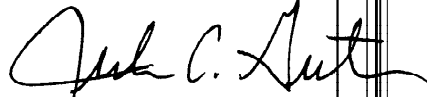
This group is being convened later than originally anticipated; however, there is still sufficient time for their comments to be included in the planning documents. In the future, as additional changes are recommended to the emergency planning documents, an opportunity will exist for the Council to provide their

input. The City's emergency plans and agreements are continually being reviewed and updated to reflect new information that becomes available.

**FISCAL IMPACT:**

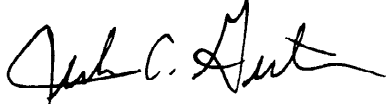
There is no fiscal impact associated with appointing citizen representatives to the Disaster Emergency Services Council.

Respectfully submitted,



For CYNTHIA J. KURTZ  
City Manager

Prepared and approved by:



Julie A. Gutierrez  
Assistant City Manager

Attachment: City of Pasadena Emergency Organization & Functions

# CITY OF PASADENA EMERGENCY ORGANIZATION AND FUNCTIONS

## Title 2 ORGANIZATION AND ADMINISTRATION

### Chapter 2.370 DISASTER EMERGENCY SERVICES COUNCIL

#### **2.370.010 Short title**

This chapter shall be known as "The Disaster Emergency Services Council Ordinance."  
(Ord. 6229 § 2 (part), 1987)

#### **2.370.020 Definitions**

As used in this chapter, "disaster emergency" or "local emergency" means the actual or threatened existence of conditions of extreme peril to the safety of persons and property within the city caused by such conditions as air pollution, fire, flood, storm, epidemic, riot or earthquake, or other conditions, including conditions resulting from war or imminent threat of war, which conditions are or are likely to be beyond the control of the services, personnel, equipment and facilities of the city, requiring the combined forces of other political subdivisions to combat. This definition does not include conditions resulting from a labor controversy. (Ord. 6229 § 2 (part), 1987)

#### **2.370.030 Establishment--Membership**

The city disaster emergency services council is created and shall consist of the following members:

- A. The mayor of the city, who shall be chair of the council;
- B. The director of disaster emergency services, who shall be the vice chair of the council;
- C. The assistant director of disaster emergency services;
- D. Such chiefs of emergency services as are provided for in a current emergency plan of this city, adopted pursuant to this chapter;
- E. Such representatives of civic, business, labor, veterans, professional or other organizations having an official emergency responsibility, as may be appointed by the director with the advice and consent of the city council. (Ord. 6820 § 45 (part), 2000; Ord. 6229 § 2 (part), 1987)

### **2.370.040 Purposes**

The purpose of the council is to:

- A. Provide for the preparation and carrying out of plans for the protection of persons and property within the city in the event of an emergency;
- B. Direct an emergency services organization;
- C. Coordinate the emergency functions of the city with all other public agencies, corporations, organizations and affected private persons. (Ord. 6229 § 2 (part), 1987)

### **2.370.050 Functions**

The disaster emergency services council shall develop and recommend for adoption by the city council, emergency and mutual aid plans and agreements and such ordinances, resolutions and rules and regulations as are necessary to implement such plans and agreements. (Ord. 6820 § 45 (part), 2000; Ord. 6229 § 2 (part), 1987)

### **2.370.060 Meetings**

The disaster emergency services council shall meet upon call of the chair, or in the chair's absence from the city or inability to call such meeting, upon call of the vice chair. (Ord. 6229 § 2 (part), 1987)

### **2.370.070 Designated officers**

To direct the council, there is created the office of director of disaster emergency services. The city manager is designated the director of disaster emergency services. The city manager may by memorandum designate one or more city employees as deputy directors of disaster emergency services to coordinate the planning, preparation, training, communication and implementation of disaster emergency plans and services and such other duties in connection with disaster services as the city manager may assign. The deputy directors shall serve at the pleasure of the city manager. The city council shall be informed promptly in writing of any such designation. (Ord. 6626 § 2, 1995; Ord. 6229 § 2 (part), 1987)

### **2.370.080 Powers and duties**

- A. The director hereby is empowered to:
  - 1. Request the city council to proclaim the existence or threatened existence of a local emergency;
  - 2. Proclaim the existence or threatened existence of a local emergency; provided, that the city council shall take action to ratify the proclamation within 7 days thereafter or the proclamation shall have no further force or effect;

3. Request the Governor to proclaim a state of emergency when, in the director's opinion, the locally available resources are inadequate to cope with a local emergency;
  4. Control and direct the efforts of the Pasadena disaster emergency services council for the accomplishment of the purposes of this chapter;
  5. Direct the cooperation and coordination of services and staff of the disaster emergency services council and the office of disaster emergency services of this city, and resolve questions of authority and responsibility that may arise between them;
  6. Represent the city in all dealings with public or private agencies on matters pertaining to local emergencies as defined herein.
- B. In the event of the proclamation of a local emergency, the proclamation of a state of emergency by the Governor or the Director of the State Office of Emergency Services, or the existence of a state of war emergency, the director is empowered to:
1. Make and issue rules and regulations on matters reasonably related to the protection of life and property as affected by such local emergency; provided, however, such rules and regulations must be confirmed at the earliest practicable time by the city council;
  2. Obtain vital supplies, equipment and such other properties found lacking and needed for the protection of life and property and to bind the city for the fair value thereof, subject to the limitations contained in the Charter of the city, and if required immediately, to commandeer the same for public use;
  3. Require emergency services of any city officer or employee and, in the event of the proclamation of a state of emergency in Los Angeles County or the existence of a state of war emergency, to command the aid of as many citizens of this city as the director deems necessary in the execution of his/her duties. Such persons shall be entitled to all privileges, benefits and immunities as are provided by state law for registered disaster service workers;
  4. Requisition necessary personnel or material of any city department or agency;
  5. Execute all of the ordinary power of the office of city manager, all of the special powers conferred by this chapter or by resolution or emergency plan pursuant hereto adopted by the city council, all powers conferred by any statute, by any agreement approved by the city council, and by any other lawful authority. (Ord. 6820 § 45 (part), 2000; Ord. 6626 § 3, 1995; Ord. 6229 § 2 (part), 1987)

### **2.370.090 Disaster emergency services organization**

All officers and employees of this city, together with those volunteer forces enrolled to aid them during a local emergency, and all groups, organizations and persons who may, by agreement or operation of law, including persons impressed into services under the provisions of subsection (B)(3) of Section 2.370.080, be charged with duties incident to the protection of life and property in this city during such local emergency, shall constitute the disaster emergency services organization of the city. (Ord. 6229 § 2 (part), 1987)

**2.370.100 Structure and allocation of duties**

The structure, duties and functions of the city disaster emergency services organization, and the order of emergency succession to the position of director of disaster emergency services, shall be designated by the city manager. (Ord. 6626 § 4, 1995; Ord. 6229 § 2 (part), 1987)

**2.370.110 Expenditures**

Any expenditures made in connection with local emergency activities, including mutual aid activities, shall be deemed conclusively to be for the direct protection and benefit of the inhabitants and property of the city. (Ord. 6229 § 2 (part), 1987)

**2.370.120 Violation--Penalty**

It shall be a misdemeanor, punishable by a fine not to exceed \$500.00, or by imprisonment not to exceed 6 months, or both, for any person, during an emergency, to:

- A. Wilfully obstruct, hinder or delay any properly identified member of the disaster emergency organization in the enforcement of any lawful rule or regulation issued pursuant to this chapter, or in the performance of any duty imposed upon him/her by this chapter.
- B. Do any act forbidden by any rule or regulation issued pursuant to this chapter, if such act is of such a nature as to give or be likely to give assistance to the enemy or to imperil the lives or property of inhabitants of this city, or to prevent, hinder or delay the defense or protection thereof.
- C. Wear, carry, or display, without authority, any means of identification specified by the office of emergency services of the state. (Ord. 6229 § 2 (part), 1987)