City of Beverly Hills

Health and Safety Commission
Regular Meeting

January 26, 2009
4:00 pm
City Hall Room 280-A

Enhancing the Health and Safety of Our Community
A detailed Commission packet is available for review in the Library and City Clerk's Office.

In accordance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call the City Manager's Office at (310) 285-1014. Please notify the City Manager's Office at least seventy-two hours prior to the meeting so that reasonable arrangements can be made to ensure accessibility. Conference Room 280-A is equipped with audio equipment for the hearing impaired, and is wheelchair accessible.

CITY OF BEVERLY HILLS
City Hall Room 280-A
AGENDA

HEALTH AND SAFETY COMMISSION REGULAR MEETING
January 26, 2009
4:00 p.m.

A. ROLL CALL

B. PLEDGE OF ALLEGIANCE

C. COMMISSION MINUTES
   • Consideration of minutes of December 15, 2008.

D. ORAL COMMUNICATIONS FROM THE AUDIENCE
   At this time, members of the public may address the Commission regarding any items not on the Agenda that are within the subject matter jurisdiction of the Commission. By State law, the Commission may not discuss or vote on items not on the Agenda.

E. REPORT FROM THE CHAIRPERSON
   • Mayor's Cabinet Meeting – January 14, 2009.
   • Report on meeting with City Council Liaisons
   • Other items of interest.

F. DIRECTOR'S REPORT
   • Report from Myra Lurie, Beverly Hills School District Board Member
   • Information Only:
     a) Change in Good Samaritan Law
     b) Flyer – Pandemic Flu Planning Workshop
     c) Health and Safety Commission 2009 meeting dates
   • Other Items

G. NEW BUSINESS
1. Election of Chair and Vice Chair
2. Update on Enforcement of 90_210 Fresh Dining Ordinance
3. City of Beverly Hills Emergency Evacuation Assistance Registry
4. Neighborhood Watch Meeting
5. Future Farmer's Market Dates
6. Health and Safety Week
H. COMMENTS FROM COMMISSIONERS
Commissioners’ brief responses to public comments, questions for clarification, brief announcements, and brief reports on activities.

I. COMMISSIONERS’ INSTRUCTIONS TO STAFF
Requests for information, provision of references, and directions to place items on future Agendas.

J. ADJOURNMENT
MINUTES
CITY OF BEVERLY HILLS
City Hall Room 280-A

HEALTH AND SAFETY COMMISSION REGULAR MEETING
December 15, 2008
4:00 p.m.

A. Roll Call
Present: Chair Aronberg, Vice-Chair Seidel
Commissioners Setian, Millan, Landau, Kopeikin, Judelson
Staff: Pamela Mottice Muller, Director Office of Emergency Management/Staff Liaison
       Adrienne Tarazon, Administrative Liaison

B. Pledge of Allegiance
The Pledge of Allegiance was led by Chair Aronberg.

C. Commission Minutes
MOVED by Chair Aronberg, SECONDED by Judelson to approve the minutes of the meeting on November 24, 2008 (7/0)
Ayes: Setian, Millan, Landau, Kopeikin, Judelson, Seidel, Aronberg
Noes: None
CARRIED.

D. Oral Communications from the Audience
None.

E. Report from the Chairperson
MAYOR’S CABINET MEETING – December 10, 2008

Chair Aronberg announced the February 6, 2009 Transportation Symposium to be held at the Beverly Hills Montage Hotel. The purpose of the symposium is to discuss transportation issues. Chair Aronberg would be in attendance as safety and traffic issues are relevant to the Health and Safety Commission.

Chair Aronberg stated the Recreation and Parks Commission announced a Beverly Hills Triathlon Club was beginning for 13-18 year olds in the community. She also gave some information about the need for volunteers for the Westside Homeless Winter Shelter Program that would be held from December 1, 2008 – March 15, 2009.
Chair Aronberg also stated the City of Beverly Hills Fine Arts Commission announced audio informational tours about sculptures within the City would be available in Beverly Hills hotels for tourists.

F. DIRECTOR'S REPORT

REPORT FROM MYRA LURIE, BEVERLY HILLS SCHOOL DISTRICT BOARD MEMBER

Myra Lurie announced the installation of the Beverly Hills Unified School District Board President Nooshin Meshkaty and Vice President Myra Lurie. Lurie also announced the interim school Superintendent would be staying in office until December 2009.

Lurie also reported the Hawthorne school playing field had lead residue and had been closed. The field would be re-done over the winter school break. Also, Lurie announced the Family CPR Night has been tentatively rescheduled to June 2009.

Chair Aronberg asked Ms. Lurie if there was information about aliaison from the Health and Safety Commission for the School District's Measure E Committee and Lurie responded there was not one at the time, but it would be discussed at the next School District Board Meeting.

INFORMATION ONLY:

- December 2008 CityCast Beverly Hills Television Newsletter
- December 2008 Beverly Hills CPR Newsletter
- C.E.R.T. December 2008 Letter

OTHER ITEMS

Pamela Mottice-Muller, Staff Liaison, announced an informational presentation on enforcement of the smoking ordinance is tentatively scheduled for the January 2009 Health and Safety Commission Meeting. Also, Chair and Vice-Chair of Health and Safety Commission elections would be held.

G. NEW BUSINESS

1. SAFETY WEEK

Pamela Mottice-Muller, Director Office of Emergency Management reported an advisory committee that included Chair Aronberg, Commissioner Millan, and Commissioner Judelson met to discuss the current Safety and Emergency Preparedness Week.

The committee agreed upon a variety of topics including the name change from Safety and Emergency Preparedness Week to Health and Safety Week. Commissioners would be asked to assist in a variety of ways such as obtaining
speakers and vendors, marketing the week, and helping in outreach to private schools.

Commissioners also agreed on the name change from Safety and Emergency Preparedness Week to Health and Safety Week.

Mottice-Muller stated there would be a Health and Safety Week discussion at each of the Health and Safety Commission’s monthly meetings to prepare for this signature event.

2. **FIRE SAFETY**

Pamela Mottice-Muller, Staff Liaison, reported that Chair Aronberg and Commissioner Millan had requested a discussion on fire safety. Deputy Fire Chief Mark Embrey, Director Office of Emergency Management Pamela Mottice-Muller, and Environmental Utilities Manager Shana Epstein were all present to provide information and answer any questions the Commission had on this subject.

Shana Epstein explained the fire situation that recently occurred in Yorba Linda, California could happen in Beverly Hills. The City was broken up into several zones and she mentioned Zone 9 had only one point of feed instead of multiple feeds. Therefore, in case of an emergency, an agreement is in place with the City of Los Angeles to rectify this situation. Ms. Epstein also stated residents should always have a water supply ready at home and even suggested having portable fire hydrants.

Chair Aronberg asked what ways residents could fire protect their home and Chief Embrey responded residents should clear brush, have fire-resistant water-wise plants and to replace wood shingle roofs.

Commissioner Judelson asked where residents could find out where they should evacuate.

The following information was provided by Pamela Mottice-Muller:
- Beverly Hills Police Department is responsible for evacuations
- According to Chief Embrey, BHFD has Hillside Evacuation Plans are in place. A CD and brochure was sent to all residents above Sunset.
- Citizens can find out during an emergency evacuation plans from 1500 AM on the radio, City website, Police patrols, helicopters, and by being called by the City Notification System.
- All schools and Recreation and Parks facilities can be used as shelters. Recreation and Parks facilities will be used first when school is in session.
- During and after an emergency, citizens can call the Disaster Hotline at (310) 550-4680 for up to date information.

Chair Aronberg then asked if fire safety was a part of Neighborhood Watch and Pamela Mottice-Muller stated that topics for the future Neighborhood Watch meetings would be discussed at the next Health and Safety Commission meeting.
Commissioner Landau commended the City of Beverly Hills Fire and Public Works Departments in the recent November citywide Shakeout Disaster Exercise for working closely together.

3. CITY COUNCIL REPORT ON HEALTH & SAFETY COMMISION

Pamela Mottice-Muller, Staff Liaison, announced the meeting to discuss the Commission's mission, motto, vision, goals, objectives, and work plan items would be held on Wednesday, January 7, 2009. This meeting would include City Council Liaisons Mayor Barry Brucker and Councilmember Jimmy Delshad.

4. FUTURE HEALTH AND SAFETY COMMISSION DATES 2009

Adrianne Tarazon, Staff Liaison, provided a memo listing of all Health and Safety Commission meeting dates for 2009. Meetings that fell on a holiday would occur the Monday before that date. The Commission also agreed to tentatively move the December 28, 2009 meeting to December 14, 2009.

H. COMMENTS FROM COMMISSIONERS

Commissioner Judelson announced the January CPR Family Night would be tentatively rescheduled to the third Sunday in June 2009.

I. COMMISSIONERS' INSTRUCTIONS TO STAFF

Commissioner Landau requested the January 2009 parking stickers be provided for Commissioners' vehicles.

J. ADJOURNMENT

There being no further business, Chair Aronberg, with the consent of the Commission, adjourned the meeting at 6:15 p.m.

PASSED, Approved and Adopted
This _______ day of _______, 2009

Sandra Aronberg, Chair
TO: Health and Safety Commissioners

FROM: Pamela Mottice Muller, Director Office of Emergency Management

DATE: January 26, 2009

SUBJECT: Change in Good Samaritan Law

Our City Attorney's office is looking into this matter to see what consequences it may have for the City of Beverly Hills.
Calif. court allows good Samaritans to be sued for nonmedical care
By Carol J. Williams
Los Angeles Times

LOS ANGELES — Being a good Samaritan in California just got a little riskier.

The California Supreme Court ruled Thursday that a young woman who pulled a co-worker from a crashed vehicle isn't immune from civil liability because the care she rendered wasn't medical.

The divided high court appeared to signal that rescue efforts are the responsibility of trained professionals. It was also thought to be the first ruling by the court that someone who intervened in an accident in good faith could be sued.

Lisa Torti of Northridge allegedly worsened the injuries suffered by Alexandra Van Horn by yanking her "like a rag doll" from the wrecked car on Topanga Canyon Boulevard.

Torti now faces possible liability for injuries suffered by Van Horn, a fellow department store cosmetician who was rendered a paraplegic in the accident that ended a night of Halloween revelry in 2004.

But in a sharp dissent, three of the seven justices said that by making a distinction between medical care and emergency response, the court was placing "an arbitrary and unreasonable limitation" on protections for those trying to help.

In 1980, the Legislature enacted the Health and Safety Code, which provides that "no person who in good faith, and not for compensation, renders emergency care at the scene of an emergency shall be liable for any civil damages resulting from any act or omission."

Although that passage does not use the word "medical" in describing the protected emergency care, it was included in the section of the code that deals with emergency medical services. By placing it there, lawmakers intended to shield "only those persons who in good faith render emergency medical care at the scene of a medical emergency," Justice Carlos R. Moreno wrote for the majority.

The high court cited no previous cases involving good Samaritan actions deemed unprotected by the state code, suggesting the challenge of Torti's rescue effort was the first to narrow the scope of the law.

The three dissenting justices argued, however, that the aim of the legislation was clearly "to encourage persons not to pass by those in need of emergency help, but to show compassion and render the necessary aid."

Justice Marvin R. Baxter said the ruling was "illogical" because it recognizes legal immunity for nonprofessionals administering medical care while denying it for potentially life-saving actions like saving a
person from drowning or carrying an injured hiker to safety.

"One who dives into swirling waters to retrieve a drowning swimmer can be sued for incidental injury he or she causes while bringing the victim to shore, but is immune for harm he or she produces while thereafter trying to revive the victim," Baxter wrote for the dissenters. "Here, the result is that defendant Torti has no immunity for her bravery in pulling her injured friend from a crashed vehicle, even if she reasonably believed it might be about to explode."

Both opinions have merit, "but I think the majority has better arguments," said Michael Shapiro, professor of constitutional and bioethics law at USC.

Shapiro said the majority was correct in interpreting that the Legislature meant to shield doctors and other healthcare professionals from being sued for injuries they cause despite acting with "reasonable care," as the law requires.

Noting that he would be reluctant himself to step in to aid a crash victim with potential spinal injuries, Shapiro said the court's message was that emergency care "should be left to medical professionals."

Torti's liability has yet to be determined in court, and if the Legislature is unhappy with any judgment arising from the immunity denial, it can revise the code, he concluded.

Torti, Van Horn and three other co-workers from a San Fernando Valley department store had gone out to a bar on Halloween for a night of drinking and dancing, departing in two cars at 1:30 a.m., the justices noted as background.

Van Horn was a front-seat passenger in a vehicle driven by Anthony Glen Watson, whom she also sued, and Torti rode in the second car. After Watson's car crashed into a light pole at about 45 mph, the rear car pulled off the road and driver Dion Ofoegbu and Torti rushed to help Watson's two passengers escape the wreckage.

Torti testified in a deposition that she saw smoke and liquid coming from Watson's vehicle and feared the car was about to catch fire. None of the others reported seeing signs of an imminent explosion, and Van Horn said in her deposition that Torti grabbed her arm and yanked her out "like a rag doll."

Van Horn's suit alleges negligence by Torti in aggravating a vertebrae injury suffered in the crash, causing permanent damage to the spinal cord.

Neither Torti nor her attorney, Ronald D. Kent, could be reached immediately. Kent's Los Angeles law office said he was in meetings on the East Coast and may not have seen the decision.

Van Horn's attorney, Robert B. Hutchinson, disputed the notion that the ruling could have a chilling effect on laymen coming to the rescue of the injured. Good Samaritan laws have been on the books for centuries and state that "if a person volunteers to act, he or she must act with
reasonable care," Hutchinson said.

"Ms. Torti ran up in a state of panic, literally grabbed Ms. Van Horn by the shoulder and yanked her out, then dropped her next to the car," he said, deeming Torti's assessment of an imminent explosion "irrational" and her action in leaving Van Horn close to the car inconsistent with that judgment.

Hutchinson said it was too early to say what sum Van Horn might seek in damages; her original suit was summarily dismissed in Los Angeles County Superior Court before he could arrange expert assessments of the costs of her life care and loss of potential income. It was her ambition to become a Hollywood makeup artist -- a dream no longer achievable, the lawyer said.

Torti's trial at the Chatsworth courthouse is expected next year.
LET US HELP YOU TO PERFORM A PUBLIC SERVICE FOR YOUR:

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COMMUNITY ORGANIZATIONS
DEPARTMENT HEADS AND STAFF

BUSINESS PLANNING TO SURVIVE PANDEMIC FLU & OTHER DISASTERS

Pandemic flu is not a fairy tale.

Host 1-, 2- or 3-hour workshops

FREE!
We will come to you!

SPONSORED BY A GENEROUS GRANT FROM OSHA
8 Reasons to Host a Workshop

It's FREE — Attendance and materials are all complimentary.

It's Big — “Pandemics are earthshaking events. They reshape societies, they reshape economies and they reshape geopolitics.” - Health & Human Services Secretary Mike Leavitt

It's a National Priority — “The Federal government cannot mount an effective response to the threats that we face as a nation without partners at every level of government and throughout society.” - HHS Secretary Mike Leavitt

It's Important to Your City and Business Community — Planning is about getting ahead of the game. If you wait until a pandemic begins, it will be too late.

It’s Your Responsibility — Under the Occupational Safety and Health Act of 1970, employers are responsible for providing a safe and healthy workplace for their employees.

It’s Offered by Organizations You Can Trust — The Southern California Education and Research Center is a NIOSH ERC; sponsored by a grant from OSHA.

It’s Something You Can Do — “Many people want good information and good advice, and now there is an answer to ‘What can I do?’” — Dr. Greg Dworkin

It’s Short — Get the Basics in 1-2 hours, stay (if you want) for more.

0 Reasons Not to Host a Workshop

To schedule one or more workshops or for more information, please contact us at:
erc@ph.ucla.edu or 310 206-2304

Southern California NIOSH Education & Research Center
UCLA School of Public Health
650 Charles E. Young Drive South, 56-071 CHS Los Angeles, CA 90095-1772
http://www.ph.ucla.edu/erc/ced.php
MEMORANDUM

TO: Health and Safety Commissioners
FROM: Pamela Mottice-Muller, Staff Liaison
DATE: January 26, 2009
SUBJECT: 2009 Health and Safety Commission Meeting Dates

The following are the 2009 Health and Safety Commission Meeting dates:

Monday, January 26, 2009
Monday, February 23, 2009
Monday March 23, 2009
Monday, April 27, 2009
Monday, May 18, 2009
Monday, June 22, 2009
Monday, July 27, 2009
Monday, August 24, 2009
Monday, September 21, 2009
Monday, October 26, 2009
Monday, November 23, 2009
Monday, December 14, 2009
TO: Health and Safety Commissioners
FROM: Pamela Mottice Muller, Director Office of Emergency Management
DATE: January 26, 2009
SUBJECT: Election of Chair and Vice Chair

The Chair and Vice Chair and the Commissioners were appointed one year ago. The Chair and Vice Chair serve for one year so therefore are up for election. The following provides background information on the process. At the meeting the Commission will nominate, second and vote on the position of Chairman and Vice Chairman.

The following provides additional information:

2-2-1604. Chair of the Commission.
The first Chair of the Commission shall be appointed by majority vote of the City Council for a term of one year. Annually thereafter members of the Health and Safety Commission shall select its Chair who may serve no more than two consecutive one-year terms.

2-2-107: OPERATIONAL PROCEDURES
E. A chairperson and a vice chairperson shall be elected by the members from the membership.

ELECTION OF CHAIR and VICE CHAIR
There is a general practice upon the majority of the Commissions that the Vice Chair becomes the Chair, and that the Vice Chair is filled by the next senior commission member, but that practice is not fixed by law. For the Vice Chair, the Commission (since there is not a Commissioner with seniority) can decide to nominate and elect anyone from the members.

PRE-MEETING DISCUSSION
Brown Act Requirements state there can be no discussion between the members of the Commission about the nomination. The process of nominating and electing the new Chair and Vice Chair should take place at the open and public noticed meeting, where the "election" is on the agenda. Commissioners cannot arrive at the meeting with a "majority" in favor of their candidate. They must conduct the nomination and hold discussions at the duly noticed meeting.
DATES OF SERVICE AND FUTURE ELECTIONS

It is recommended that the term is from January to December 2009. All future elections will take place in December.
TO: Health and Safety Commissioners
FROM: Kathy Ryan, Commission Secretary
DATE: January 26, 2009
SUBJECT: Update on Enforcement of 90210 Fresh Dining Ordinance

Daniel Cartagena, Assistant to the City Manager, and Nestor Otazu, Code Enforcement Manager, will give an oral report to the Health and Safety Commission on enforcement of the 90210 Fresh Dining Ordinance.
# Introduction:
Increased attention has been given by local, state, and federal governments to the development of programs aimed at serving special need and frail elderly community members during times of emergency. Upon review of the City of Beverly Hills Emergency Evacuation Plan, the recommendation of the Health and Safety Commission and to ensure National Incident Management System compliance regulations, staff deemed it necessary to make provisions for the special needs population since they are most vulnerable during an emergency. After careful research and legal consideration, staff created a voluntary registry program which will help the City assist community members with special needs during an emergency evacuation and sheltering event.

Following an extensive review of current registries, staff concluded that if people with special needs register with the City, staff are better able to plan for evacuation, transportation and sheltering needs of community members during an emergency evacuation. The potential of saving lives and reducing suffering far outweigh the identified negatives.

# Discussion:
Many cities and counties around the country have implemented a special needs registry to help plan for community members with special needs during and after a disaster. Staff researched many cities and counties’ registries and determined...
that there are no standard procedures for implementation; nor are there standard forms, process for information collection, purpose, or even a way to maintain a registry. Most government entities designed their own registry to suit their own particular community needs. Due to the lack of standardizations, all available city and county registries were reviewed to assist in creating the program for the City of Beverly Hills.

Currently the Governor’s Office of Emergency Service (OES) is reviewing protocol and making recommendations on how to appropriately plan for persons with special needs. At the recommendation of OES three key considerations where used to develop the City’s disaster special needs program. Staff then consulted with the City attorney to work through the legality and liability of these suggestions.

1. **Legality Issues:** According to the City attorneys, the Health Insurance Portability and Accountability Act of 1996 (HIPAA) does not appear to apply to the proposed Registry. However, City personnel are privy to sensitive information which may be a concern to citizens. To calm these privacy concerns, the City has developed implementation guidelines designating the Office of Emergency Management as responsible for maintaining the Registry.

2. **Liability Issues:** There is a fear that the registry implies a guarantee that these individuals will receive special treatment and immediate assistance during an emergency. A purpose statement will appear on the registry form, which clarifies that the registry is only meant to identify individuals in the community who might require assistance. The City’s registry form also includes a release, waiver of liability, and indemnity provision.

3. **Lack of Personal Preparedness Issues:** People who sign up on the Registry might assume that they need not take any other preparation measures such as developing a personal preparedness plan. To ensure this does not happen, the registry will include a statement encouraging special needs individuals to develop a plan for self-sufficiency during a disaster or emergency.

The goal of the Registry program is to understand community members’ specific needs, allowing the City to better plan for the type and quantity of special transportation (i.e., wheelchair accessible), medical equipment (i.e., oxygen tanks), and shelters that may be needed during emergency evacuations. Thus, the City will be in a better position to assist those community members who require special assistance.

The purpose of the Registry program is to assist and plan for those individuals who cannot evacuate themselves during an emergency. The scope of the Registry program is rather narrow, since it only deals with emergency evacuations. Over time and with success of the Registry program, the scope could be extended to include post disaster help to registrants instead of limiting the Registry program to evacuations only.
It was decided that the City of Beverly Hills Registry program will include the following components:

- The registry program is for those who have no other way to evacuate or get to a shelter during an emergency and are frail, elderly, disabled, or have other medical needs that require special assistance during an emergency evacuation.
- While definitions of a special needs person vary, after careful review staff considers a special needs person to be someone that is frail, elderly, handicapped and/or has medical needs requiring additional help during an emergency evacuation.
- In addition to registering citizens, it is important to educate the registrants about the importance of self-reliance during an emergency.
- The City will be able to examine the types of assistance required by the community as demonstrated by the Registry program and plan accordingly.
- The Registry program will be used to help the City identify those registrants who may need evacuation assistance. The decision whether evacuation assistance will be available for a particular emergency is a discretionary decision, which will be dependent on the judgment of City personnel and will be influenced by many factors, including the availability of resources to carry out the evacuation.
- A registry form, guidelines for implementation, a FAQ page, all of which have been reviewed by the City Attorney.

Several of the registry programs reviewed by staff required a screening process to determine if the applicant is truly "special needs." This screening process forces a strict definition of "special needs" persons, and limits registry programs to the frail elderly, handicapped, or impaired. Other governments have instead chosen to allow anyone to sign-up that feels they may need additional assistance during an emergency. The screening process is probably most beneficial for registry programs that represent a large population or large geographic area. There will be no screening process for the City of Beverly Hills Registry program; however, outreach efforts will target community members with special needs instead of mass mailings or communications.

**IMPLEMENTATION**

The City of Beverly Hills Emergency Management Office has developed guidelines for the implementation of the Registry. The Registry is under the Emergency Management Umbrella, allowing the Emergency Management Office to share this information with others, in order to assist with the emergency evacuation of those with special needs who have signed up to participate in the Registry. Evacuations are the responsibility of the Police Department and will be carried out by the Police Department in coordination with the EOC. The decision whether evacuation assistance will be available for a particular emergency is a discretionary decision, which will be dependent on the judgment of City personnel and will be influenced by many factors, including the availability of resources to carry out the evacuation.
The Registry will be housed in a spreadsheet under the discretion of the Office of Emergency Management. In addition to the spreadsheet, a "special populations" group will be created within the telephone notification system. This system allows the City to contact registrants to see if they are alright following a disaster or emergency event. If no one answers the phone, the City can send help to the individual but will not be mandated to do so.

The Registry program will be advertised at local community events and through faith based organizations. Senior Centers were identified as a key resource for distribution and several cities found success having medical equipment providers hand out forms and brochures during regularly scheduled deliveries. These organizations are important resources to help identify and contact people who might want to sign up with the Registry program. Already established centers of community outreach, such as the Farmers Markets and Roxbury Park Community Center, will also provide information regarding the Registry program. The City of Beverly Hills will also post the registry forms online, developing a webpage explaining the Registry program and allowing for online registration.

The Registry must be updated periodically to reflect changes in the community. By mailing out postcards periodically (once a year) people on the Registry can update their information. If they fail to return the postcard, they will be contacted by the City to confirm their information. If the City cannot reach the person they will be removed from the Registry. A webpage providing online registry, will allow community members to update their information directly on the webpage.

There is no baseline data on the number of people within the City that may require additional help during an emergency evacuation. If only a limited number of people sign up, the form itself as well as outreach methods might need to be re-examined. Otherwise, staff could conclude that there are not many people with special needs within the community.

**FISCAL IMPACT:**

No additional funds are required to implement the Registry. All expenses would fit within the budget of the Office of Emergency Management.

**RECOMMENDATION:**

The staff feels that the City of Beverly Hills needs to prepare for special needs community members that may require additional assistance during an emergency. By developing a registry program the needs of these most vulnerable community members can be identified and planned for accordingly.
The City of Beverly Hills has implemented a registry program to identify residents with special needs who have no other evacuation plan and may need transportation assistance during an emergency. If you are eligible, you are urged to fill out the Emergency Evacuation Assistance Registry form, sign it, and return it to the address listed below.

**Questions and Answers:**

1. **Who is eligible for the Registry?**

   Residents of Beverly Hills who are frail, elderly, disabled, or have other medical needs that require special assistance during an emergency evacuation AND who have no other way to evacuate or get to a shelter during an emergency. To be placed on the Registry, you must sign a liability waiver that includes a medical information release. Participation in the program is strictly voluntary.

2. **What is the purpose of the Registry?**

   The Emergency Evacuation Assistance Registry (the “Registry”) enables the City’s emergency managers to better plan for evacuation, transportation and sheltering needs of community members during an emergency evacuation, by identifying those who have no other way to evacuate and are frail, elderly, disabled, or have other medical needs that require special assistance.

3. **Do Registry participants receive guaranteed assistance?**

   No. The Registry is not a promise or a guarantee that the City will have the resources and the ability to assist you during an emergency. If you have an opportunity to leave when an evacuation is ordered or recommended, you are strongly advised to take that opportunity and evacuate. Do not wait for City assistance. Depending upon the nature of the emergency and other factors, the City may or may not have the resources available and the ability to assist with your evacuation. The Registry is simply a list of persons who may need help. It does not mean that the City or any one else will be able to actually assist you.
### 4. Do I still need my own personal emergency plan if I sign up for the Registry?

Yes. Every registry member must plan for his or her own care during an emergency. **IT IS CRUCIAL THAT EVERY REGISTRY MEMBER PLAN TO BE SELF-SUFFICIENT FOR AT LEAST 72 HOURS FOLLOWING A DISASTER.** This includes maintaining at least a three-day supply of food, water, medications and other vital necessities. Your personal preparedness plan should also include backup power, extra medication and medical equipment. For example, if you are dependent on oxygen tanks, keep a spare tank on hand or make arrangements with a vendor for delivery. Attached is information regarding personal preparation for an emergency, including an evacuation checklist. Please read the information carefully and discuss your plan with family, friends, and neighbors.

If you are evacuated and brought to a shelter, you must bring extra medication and any medical equipment you require. The shelter will not be able to provide them.

### 5. How do I register?

Fill out the Emergency Evacuation Assistance Registry form and return by mail or in person to:

City of Beverly Hills Registry  
455 North Rexford Drive  
Beverly Hills, CA 90210

### 6. Can my pet evacuate with me?

No. You must make special arrangements with friends, family, or neighbors for your pet during an emergency. Only service animals may be transported and allowed at shelters.

### 7. Once I register, do I have to keep the City updated on my personal information, including address and phone number?

Yes, if you register and then move or change your phone number, you should notify the City at:

City of Beverly Hills Registry  
455 North Rexford Drive  
Beverly Hills, CA 90210

Once you register, the City of Beverly Hills may contact you by mail to periodically update your information and renew your participation in the Registry. When you receive the City's request to update your information, please complete the form and mail it back to the address listed on the card. Failure to update your information when requested will result in your removal from the Registry.

### 8. Can the Registry help me at other times?

No. The Registry is only used during emergencies when an evacuation has been ordered.
The City of Beverly Hills
Emergency Evacuation Assistance Registry

The City of Beverly Hills is offering a voluntary registry program for its residents who are frail, elderly, disabled, or have other medical needs that require special assistance during an emergency evacuation and who have no other way to evacuate or get to a shelter during an emergency. It is called the "Emergency Evacuation Assistance Registry" (the "Registry"). By voluntarily registering with the City of Beverly Hills, you help emergency managers better plan for your special needs in the event an emergency evacuation is ordered by the appropriate authorities.

If you sign up for the Registry, please keep in mind that you must still plan for your own care during an emergency. **IT IS CRUCIAL THAT EVERY REGISTRY MEMBER PLAN TO BE SELF-SUFFICIENT FOR AT LEAST 72 HOURS FOLLOWING A DISASTER.** This includes maintaining at least a three-day supply of food, water, and other vital necessities. Your personal preparedness plan should also include backup power, extra medication and medical equipment. For example, if you are dependent on oxygen tanks, keep a spare tank on hand or make arrangements with a vendor for delivery.

The Registry is not a promise or a guarantee that the City will have the resources and the ability to assist you during an emergency. If you have an opportunity to leave when an evacuation is ordered or recommended, you are strongly advised to take that opportunity and evacuate. Do not wait for City assistance. Depending upon the nature of the emergency and other factors, the City may or may not have the resources available and the ability to assist with your evacuation. The Registry is simply a list of persons who may need help. It does not mean that the City or anyone else will be able to actually assist you.

Once you register, the City of Beverly Hills will contact you by mail to periodically update your information and renew your participation in the Registry. When you receive the City's request to update your information, please complete the form and mail it back to the address listed on the card. Failure to update your information when requested will result in your removal from the Registry. It is also your responsibility to notify the City as soon as possible if your condition, address or phone number change.

If you are interested in being placed on the Registry, please complete and sign this form.
**PERSONAL INFORMATION:**

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<th>Last</th>
<th>First</th>
<th>M.I.</th>
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<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Home Address:


Telephone #: (_____) ___________________ Date of Birth: ________________

Do you live alone? _____ yes _____ no

Sex: _____ male _____ female

Primary Language: ______________________


**CONTACT INFORMATION:**

**LOCAL CONTACT:**

Emergency Contact Name: _______________________

Relationship: _______________________

Emergency Contact telephone number: (_____) _______________________

**OUT OF TOWN CONTACT:**

Emergency Contact Name: _______________________

Relationship: _______________________

Emergency Contact telephone number: (_____) _______________________

Do you have a caretaker? If so, name and contact information:

____________________________________________________

Will your caretaker accompany you to a shelter?

____________________________________

**EVACUATION INFORMATION:**

What type of transportation do you require for an evacuation?

<table>
<thead>
<tr>
<th>None</th>
<th>Standard vehicle</th>
<th>Wheelchair capable</th>
<th>Ambulance</th>
</tr>
</thead>
<tbody>
<tr>
<td>_____</td>
<td>_______</td>
<td>_______</td>
<td>_______</td>
</tr>
</tbody>
</table>

Do you own a car and drive?

____________________________________

If you evacuate, where do you plan to go?

<table>
<thead>
<tr>
<th>Family</th>
<th>Friend</th>
<th>Shelter</th>
<th>Hospital</th>
</tr>
</thead>
<tbody>
<tr>
<td>_____</td>
<td>_____</td>
<td>_____</td>
<td>_____</td>
</tr>
</tbody>
</table>
Please explain the type of medical equipment that you require in the space provided (e.g., wheelchair, oxygen tank, refrigeration of medicine, dialysis, etc.).

Please read the following and sign (other side):

THE CITY OF BEVERLY HILLS ("CITY") REQUIRES THAT ALL PARTICIPANTS IN THE CITY'S EMERGENCY EVACUATION ASSISTANCE REGISTRY ASSUME ALL RISK BY SIGNING THIS AGREEMENT, WHICH INCLUDES PROVISIONS FOR GENERAL RELEASE, WAIVER OF LIABILITY AND INDEMNITY.

I certify that the information contained in this form is true and correct to the best of my knowledge. I understand that this registration is voluntary and hereby request registration in the City's Emergency Evacuation Assistance Registry (the "Registry").

I have read the information at the beginning of this form describing the Registry, which information is a part of this Agreement, and understand the Registry’s purpose is to provide the City with a list of persons who may need assistance during an emergency evacuation, but it is not a promise or guarantee of assistance.

I understand that I will be responsible for any charges and costs associated with hospital or other medical facility care or medical transportation. I understand that if I am evacuated to a shelter, I must bring extra medication and any medical equipment I require, as the shelter will not be able to provide them.

I understand that the California Emergency Services Act provides the City and its officers, employees, and volunteers, including disaster service workers, with immunity from liability for certain actions taken or not taken during specific kinds of emergencies (Title 2, Division 1, Chapter 7 of the Government Code). In addition to that immunity from liability, and in consideration of being permitted to participate in the Registry, I, for myself, my heirs, executors and assigns ("I" or "me"), waive, release and discharge the City and its officers, agents, employees and volunteers (including disaster service workers) from for any claims, demands, damages, debts, liabilities, causes, and causes of action of whatever kind, known or unknown, which in any way relate to or arise out my participation in the Registry. I also agree to indemnify and hold harmless the City and its officers, agents and employees from for any claims, demands, damages, debts, liabilities, causes, and causes of action of whatever kind, known or unknown, which in any way relate to or arise out my participation in the Registry, even though that liability may arise out of negligence or carelessness on the part of the City or its officers, agents, employees or volunteers.
I understand that evacuation during an emergency involves risks of personal injury and property damage, including, without limitation, the risk that the city will be unable to assist me in evacuating during an emergency and that appropriate shelter may not be available. Knowing the risks of such activity, I agree to assume those risks and to release and hold harmless the city and its officers, agents, employees, volunteers, and disaster service workers from any liability to me for damages arising out of or related to my participation in the Registry.

I grant permission to medical providers, transportation providers, City personnel, volunteers, disaster service workers and others, as appropriate, to provide me with emergency evacuation assistance, including medical care and transportation.

I also grant permission to medical providers, transportation providers, City personnel, volunteers and disaster service workers to enter my home during a declared emergency in order to check on my status or to provide me with emergency evacuation assistance.

I further understand the City will endeavor to keep private all non-public information I provided to the City in confidence, but State law may require disclosure of this information. In addition to disclosures required by State law, I grant permission to the City to disclose any information about me to medical providers, transportation providers, City personnel, volunteers, disaster service workers, public agencies and others in order to implement the Registry program or otherwise provide me with emergency evacuation assistance. I understand I may receive a copy of this authorization at my request.

I also understand that it is my responsibility to keep my information current with the Registry by completing renewals and providing updates as my condition, address or phone number changes.

I have read, understand and agree to the above terms and conditions of participation in the Registry, including the general release, waiver of liability and indemnity agreement.

_________________________  ____________________
Signature                                            Date
GUIDELINES GOVERNING IMPLEMENTATION OF THE EMERGENCY EVACUATION ASSISTANCE REGISTRY

I. Purpose

A. The purpose of these Guidelines is to provide guidance for the implementation of the City of Beverly Hills Emergency Evacuation Assistance Registry (the "Registry"). These Guidelines are not mandatory.

B. The Registry is a source of information that City emergency managers can use to better plan for evacuation, transportation and sheltering needs of community members during an emergency evacuation, by identifying the needs of those who have no other way to evacuate and are frail, elderly, disabled, or have other medical needs that require special assistance.

C. The Registry identifies those community members who require special assistance during an emergency evacuation, in the event the City decides it is appropriate to assist with those evacuations. The decision whether evacuation assistance will be available for a particular emergency is a discretionary decision, which will be dependent on the judgment of City personnel and will be influenced by many factors, including the availability of resources to carry out the evacuation.

D. The Registry helps with registrant pre-planning by encouraging registrants to be prepared to meet their own needs rather than rely upon community resources during an emergency. For example, there is no hospital in the City. If basic medical needs of the registrants have been identified and planned for, registrants will be less likely to visit local area hospitals for basic needs. This helps conserve resources during an emergency.

E. Although the City of Beverly Hills Office of Emergency Management ("OEM") is not a "covered entity" under the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), and is not a "provider of health care," "health care service plan," or "contractor" under the California Confidentiality of Medical Information Act (Cal. Civ. Code § 56 et seq.), the City recognizes that non-public information provided by Registry participants may include personal information. These Guidelines are designed to help protect those participants' privacy.

II. Registering Participants

A. The OEM will be responsible for registering participants into the Registry.

B. Other City departments, community groups, and other volunteers may assist with registering participants, so long as steps are taken to ensure that completed forms are collected in such a manner so that staff and volunteers who do not have a "need to know" are not privy to the contents of the completed forms.

C. Members of the Fire Department shall not assist in the registering of participants.
D. Completed registry forms are valid for a two-year period from the date the form is signed.

E. The OEM may contact participants by mail to periodically update their information in the Registry prior to the form's expiration date. Failure of a participant to update their registry information when requested will result in their removal from the Registry.

III. Use of Information Provided

A. Completed Registry forms received by the OEM shall be stored in a manner that limits access to the completed forms.

B. The information provided by participants on Registry forms may be collated and analyzed to assist City emergency managers to better plan for evacuation, transportation and sheltering needs of the community. If the information provided by participants is collated and analyzed, no participant names will be associated with the data analysis except as appropriate to assist with the task.

C. The information contained in the completed Registry forms may be entered into a City computer database or spreadsheet in order to facilitate the City’s use of the data during an evacuation emergency. If this is done, access to the information in the computer database or spreadsheet shall be limited as appropriate.

D. Information gathered for the Registry shall not be shared with other community or public agencies for inclusion in a non-City special needs registry except as otherwise authorized by the subject of the record or that person's authorized representative or as appropriate to accomplish the purposes of the Registry.

E. During an emergency, participant specific information contained in the Registry may be disclosed to City personnel, volunteers, disaster service workers, medical providers, transportation agencies, public agencies, and others, in order to assist with the emergency evacuation of those with special needs who have signed up to participate in the Registry.

IV. Educating Registry Participants

A. As part of the City’s effort to encourage self-reliance during at least the first 72 hours of an emergency, the Office of Emergency Management may mail appropriate informational materials to Registry participants.

V. Confidentiality Acknowledgement by Staff and Volunteers

A. All non-public information gathered from Registry participants, that is identifiable by name, shall be treated as confidential to the extent appropriate. This information shall not be released or disclosed (to someone other than the Registrant) by any staff member or volunteer who has access to that information except: (1) to carry out the purposes of the Registry, or (2) as authorized in these
Guidelines, or (3) if required to do so pursuant to state or federal law, or other legal process.

B. Each staff member or volunteer who has access to completed Registry information identifiable by a participant's name shall sign a form acknowledging these Guidelines and agreeing to abide by this policy.
The police department would like to go over the up-coming neighborhood watch zone meetings. The meetings take place in April and May. We will discuss previous topics and ask for input about this year’s possible topics. We also will ask the commission on ways to get the message out about the importance of residents attending these meetings.
CITY OF BEVERLY HILLS
STAFF REPORT

Meeting Date: January 24, 2009
To: Health and Safety Commission
From: Pamela Mottie-Muller, Director of Emergency Management
Subject: OEM Farmers Market Schedule

The following are themes for the Emergency Management dates for the Farmers Market for 2009:

January 18, 2009: No Farmers Market

February 15, 2009: 3N launch and The City of Beverly Hills Emergency Evacuation Assistance Registry launch

March 15, 2009 (Date is flexible): Neighborhood Watch

April 19, 2009: Earthquake Preparedness Month

May 17, 2009: TBA

June 21, 2009: TBA

July 19, 2009: TBA

August 16, 2009: Vector Control

September 20, 2009: National Preparedness Month

October 18, 2009: Health and Safety Expo

November 15, 2009: Seasonal Flu

December 20, 2009: Sell product

We ask the commission for their support by attending the Farmers Market and offering any suggestions for the theme for the markets in May-July.
Health and Safety Week planning needs to be begin. The following should be discussed:

- Next Advisory Committee Meeting
- Areas of Commissioners Interest to Assist:
  - Speakers
  - Vendors
  - School Presentations
- Choosing a Motto
  - Be Healthy! Be Safe! Beverly Hills
  - Beverly Hills: Be Healthly! Be Safe!
  - Beverly Hills: A Healthy, Safe and Prepared City
  - Other
- Banner Review
  - Suggestions
  - Assistance with Picture Research