City of Beverly Hills

Health and Safety Commission
Regular Meeting

December 15, 2008
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
December 15, 2008
4:00 p.m.

A. ROLL CALL

B. PLEDGE OF ALLEGIANCE

C. COMMISSION MINUTES
   • Consideration of minutes of November 24, 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 – December 10, 2008.
   • Other Items of Interest

F. DIRECTOR’S REPORT
   • Report from Myra Lurie, Beverly Hills School District Board Member
   • Information Only:
      a) December 2008 CityCast Beverly Hills Television Newsletter
      b) December 2008 Beverly Hills CPR Newsletter
      c) C.E.R.T. December 2008 Letter
   • Other Items of Interest

G. NEW BUSINESS
   1. Safety Week – Pamela Mottice-Muller - Director Office of Emergency Management
   2. Fire Safety – Pamela Mottice-Muller, Director Office of Emergency Management, Captain Bruce Lessing - Fire Department, Shana Epstein – Public Works Environmental Utilities Manager
   4. Future Health and Safety Commission Dates 2009 – Adrienne Tarazon, Staff Liaison

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
November 24, 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
Adrianne 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 October 27, 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 – November 12, 2008

Chair Aronberg reported the Recreation & Parks Teen Advisory Committee has
established a Green Committee. The purpose of this committee is to encourage
teens to become involved in the community as it relates to “Green” issues.

OTHER ITEMS OF INTEREST.

Pamela Mottice-Muller thanked Commissioners Landau, Seidel, Aronberg, and
Setian for their various roles in the Shakeout and Golden Guardian Disaster
Exercise on November 13, 2008. She also thanked all the Commissioners for their
many outreach efforts on a several of Health and Safety topics this last month.
Mottice Muller also provided a slide presentation on the Great Southern California
Shakeout and Golden Guardian Disaster Exercise. She stated an after action report will follow to be submitted to the City Council.

F. DIRECTOR'S REPORT

REPORT FROM MYRA LURIE, BEVERLY HILLS SCHOOL DISTRICT BOARD MEMBER

Myra Lurie thanked the Commission for their support of Bond Measure E and reported the Measure passed with 65% of the vote. She also stated she would come back to the next meeting with information on appointment of a liaison to the school Facilities Committee as requested by City Council.

Lurie also reported the school district participated in the Citywide Disaster Exercise. She stated it was successful and the district did well at all school locations. She stated it was a valuable exercise and pointed out it provided an excellent opportunity for the school district to exercise in conjunction with the City.

She also reported the School District was currently in the middle of searching for a new Superintendent. The current acting Superintendent is on contract until the end of May 2009.

Lurie also announced CPR Family Night on January 25, 2009.

INFORMATION ONLY:

- Beverly Hills CPR November Newsletter

OTHER ITEMS

October/November Public Outreach

Vice-Chair Seidel reported that he, Commissioner Setian, and PD Officer Don Chase visited all eight private schools to encourage participation in the Shakeout Drill and to provide emergency preparedness information. Commissioner Setian stated some schools were very prepared and others were not. Pamphlets were given to each school and officials and were encouraged to contact the Office of Emergency Management for further information. Chair Aronberg then asked if a follow-up to the school site visits was scheduled and Seidel responded there were none scheduled yet.

Commissioner Judelson reported that she handed out Shakeout Disaster flyers to her business and to residents in her neighborhood near Camden Drive with positive feedback. Commissioner Setian also stated he had many students helping pass out flyers as well as emergency preparedness pencils to business on Canon and Beverly Drive.
Commissioner Millan reported on a successful and informational seasonal flu outreach, free immunizations and hand-washing outreach campaign at the Sunday Farmer's Market on November 16, 2008. Chair Aronberg and Commissioner Setian also attended the event and reported 200-250 people of all ages were given a Purell sample sized hand sanitizers and the Department of Health Services gave out 175 free flu immunizations in 4 hours.

G. NEW BUSINESS

1. SUCCESSION PLANS

Rod Wood, City Manager for City of Beverly Hills, provided a presentation on Succession Planning.

His presentation included the following topics:

- Employees are Key to Beverly Hills' Legendary Service
  Mr. Wood stated Municipal Government is a service business consisting of many services. He reported the City of Beverly Hills employees have won numerous awards and regularly wins recognition for its programs and services. There are many successful factors that attract employees to the City including exceptional teamwork within and between departments and various training courses the City offers to its employees.

- Attracting and Retaining Quality Employees – the Challenges
  Mr. Wood explained few City employees live in Beverly Hills and many have long commutes. This makes it difficult to recruit. Another challenge in attracting potential employees is the younger generation's priority on the quality of lifestyle and work environment whereas the priority for retirees was job security.

- How Beverly HillsCompetes – The Solution
  Mr. Wood reported the City offers the highest Police and Fire Department wages and benefits in the state. The City invests in technology and tools to help employees do their jobs. The City also provides extensive training and has a succession plan in place to ensure smooth transition of leadership and institutional knowledge.

Commissioner Seidel commented that City employees were invested in the City and he is appreciative as a resident and Commissioner.

2. SAFETY WEEK

Pamela Mottice-Muller, Staff Liaison, explained how Safety Week was developed ten years ago through joint planning efforts between City staff, the Beverly Hills Unified School District, and the PTA Council. She explained this was made up two components: school presentations and an Expo.
Chair Aronberg suggested an advisory subcommittee be created to discuss a variety of topics regarding Safety Week. Commissioners Millan, Judelson, and Chair Aronberg agreed to sit on the committee.

MOVED by Commission Chair Aronberg, SECONDED by Landau to create the Safety Week Advisory Committee (7/0)
Ayes: Setian, Millan, Landau, Kopeikin, Judelson, Seidel, Aronberg
Noes: None
CARRIED.

A discussion on topics for school presentations took place. Myra Lurie, Beverly Hills School District Board Member, then suggested topics for consideration such as internet safety, sun safety, stranger danger, Megan’s law, and CPR training for children. Chair Aronberg then asked Commissioners to email her or the other Commissioners on the advisory committee any other ideas for Safety Week.

3. UPDATED GOALS, OBJECTIVES, AND WORK PLAN

All Commissioners agreed on the final wording of the Health and Safety Commission goal and objectives to be discussed at the upcoming City Council Liaison meeting.

4. POSSIBLE HEALTH AND SAFETY COMMISSION MEETING DATE CHANGE FOR DECEMBER 2008

Pamela Mottice-Muller, Staff Liaison suggested moving the original December 22, 2008 Health and Safety Commission meeting date to December 15, 2008 due to possible holiday conflicts.

MOVED by Commissioner Landau, SECONDED by Kopeikin to move the Health and Safety Commission regularly scheduled meeting on December 22, 2008 to December 15, 2008 (7/0)
Ayes: Setian, Millan, Landau, Kopeikin, Judelson, Seidel, Aronberg
Noes: None
CARRIED.

She then stated a list of the 2009 Health and Safety Commission meeting dates would be included in the next Health and Safety Commission packet.

5. DRAFT SUSTAINABILITY MASTER PLAN

A draft Sustainability Master Plan memo was given to Commissioners for their review and comments. The Sustainability Master Plan is written and provided to the Committee by the Community Development Department. The plan is a document intended to set the stage for the City's sustainability programs and defining the
goals, policies, and initial implementation strategies that the City will use in order to move towards a more sustainably-minded future.

Sustainability topics section presented sustainability goals and policies organized into nine topics included: Climate Protection and Air Quality, Energy, Water, Land Use, Transportation and Open Space, Materials and Waste, Environmental and Public Health, Sustainable Local economy, Social Equity, Community Education, and Civic Participation.

Commissioners had the following comments:

- Commissioner Landau stated in the report the City would explore alternative storm water incentives and he asked for more information and detail as to what alternatives would be looked at.
- Commissioner Judelson suggested as part of the Land Use strategy that bicycle lanes be implemented since there were currently none in the City.
- Commissioner Judelson also suggested researching the policy on bus engine pollution and the use of leaf blowers in the City.
- Commissioner Judelson then had a final comment on the ordinance pertaining to outdoor smoking. She requested information on enforcement of the ordinance when restaurant patrons refused to stop smoking. She also inquired on whom or what department is responsible to enforce the ordinance.

The Commission asked for more information on enforcement of the smoking and leaf blower noise ordinance. Mottle-Muller stated she could ask staff to report on these issues at a future meeting for informational purposes.

Commissioner Setian also recommended viewing the “Eleventh Hour” environmental documentary that covered the same topics as in the Sustainability Master Plan.

Chair Aronberg requested that a Green Initiative speaker too might be helpful in relaying information on what the City is currently doing to the Commission.

H. COMMENTS FROM COMMISSIONERS

Vice Chair Seidel requested information regarding a Commissioner’s anniversary of appointment.

I. COMMISSIONERS’ INSTRUCTIONS TO STAFF

Commissioner Judelson announced Beverly Hills CPR Family Night on the evening of January 25, 2009. Registration would be $35.00 and encouraged participation in the family training course.
Commissioner Judelson also commented on the fast response from the Beverly Hills Fire Department on a CPR emergency situation and reiterated the importance of being trained in CPR in case of an emergency.

J. ADJOURNMENT

There being no further business, Chair Aronberg, with the consent of the Commission, adjourned the meeting at 6:00 p.m.

PASSED, Approved and Adopted
This _______ day of ________, 2008

__________________________
Sandra Aronberg, Chair
What is a vector and how and why do we need to control them? In this special presentation at the Health and Safety Commission, experts from the L.A. County West Vector Control District provide detailed answers and important advice. With the emergence of new diseases and vectors locally (Lyme disease, mosquito-borne encephalitis, Africanized honeybees & Red Imported Fire ants) surveillance work and control measures have taken top priority. Reducing and controlling the number of vectors that are able to spread and amplify these diseases or inflict pain or injury, is currently the main focus of L.A. County's vector-borne communicable disease program.

Learn safety measures to protect yourself and your family from Mosquitoes, Africanized Honey Bees, Red Imported Fire Ants and ticks. Monday Dec. 1st at 8 pm

To receive a free copy of CityCast by mail - Please call (310) 285-1178

City of Beverly Hills
Office of Cable Television
455 N. Rexford Drive
Beverly Hills, CA 90210

Webcast and On Demand at beverlyhills.org
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*Please RSVP by the specified time to attend these events.
MESSAGE FROM THE COORDINATOR

Well, we are reaching the end of another year. As incredible as it is, this will be the last newsletter for 2008. The year, as all my previous years as Coordinator, has flown by much too quickly which simply means I am aging more quickly or, since they say that time flies when you are having fun, I must be having fun. Frankly, I think it is the former explanation even though I admit to still enjoying my job.

The program has much to reflect on with pride as we go into 2009 and I am sure that these positive efforts will continue. You, the instructors, also can take pride in the services you have provided. To prove your contributions, all one has to do is read a sampling of the written comments on the evaluations (I will leave names out):

• “____ & ____ are extremely well-informed and answer all questions with great knowledge and are very personable. Great job!!!”
• “____, _____, & ____ were very informative as always. They provided us with clear and accurate training information. I am confident that everything we learned today will be helpful, if we were put in a situation that required First Aid/CPR assistance.”
• “All three instructors were pleasant, knowledgeable, and easy to understand. Class was great! They took their time to make sure everyone understood.”
• “Thank you for your clarity and patience. Wonderful refresher for me.”
• “The instructors were very well trained. They had wonderful teaching methods especially ____.”
• “My instructor communicated clearly. She made it fun.”
• “I was very satisfied with my instructor and the class.”
• “My instructor was awesome, nice, sweet, and friendly.”
As you all know, Beverly Hills CPR conducts community classes which are open to residents and non-residents alike. While the number of residents enrolling in classes has been increasing, our demographics are still reflecting approximately 50% of our students coming from surrounding communities. In an effort to increase the number of residents who are trained, the members of the Board have been talking about different strategies which might encourage their attendance (in addition to the price differential). And thus the concept of Being a Family of Heroes was born.

I have enclosed a flyer for each of you so that you have all the details without my duplicating them here. Basically, 50 resident families of 4 can have pizza and dessert, a tour of the station, and CPR training using the Anytime kits – FREE. Board members have been seeking out businesses which are willing to underwrite some of the costs and in its usual position of partnership, the Fire Department is co-sponsoring the event with us. A list of sponsors will be available the evening of the event.

I will need 3 or 4 facilitators that evening so if you are available on Sunday, January 15, please do call and put your name on the list.

I realize that this event may well cut into some of our regular Family and Friends classes but the end result of training so many more people because of the accepted ratios, will be worth the effort. Also, we will still hold our annual Mass Training in June – the date is yet to be set.

A while back, I notified any instructor who would be due for a renewal through the beginning of 2009. Remember that the time goes by quickly and your renewal date will be here before you know it. Please plan ahead.

Finally, my best wishes for a healthy and Happy Thanksgiving.
NEWS FROM THE AHA

BH CPR hosted a meeting for the AHA for all Training Center Coordinators, Regional Faculty, Training Center Faculty, and a few invited guests from all over Southern California on Wed., Nov. 19th.

At that meeting, fraudulent cards were discussed in detail as to what to look for, the burden of responsibility for spotting these problems resting with the instructor, etc. Also on the agenda was a presentation on how to conduct a Course Monitoring which this TC is due for very soon and the introduction of the new Instructor Monitoring Form which we will begin using immediately.

One of the pieces of information which might be of interest to some of you is the division which is about to take place within the large geographic area noted above. Because of that division, the current ECC committee which I belong to, will be looking for additional volunteers to serve on the new committee. There are specific criteria which have to be met but if you are at all interested, please do contact me and we can chat.

CALENDARS

DECEMBER 2008

Tuesday, 2
Heartsaver First Aid
2:00 p.m. – 4:30 p.m.  Mercedes Benz
(Private)

Family and Friends
6:00 p.m. – 9:00 p.m.  CPR Training Room
(Community)

Wednesday, 3
Heartsaver AED
8:00 a.m. – noon  CPR Training Room
(City Class)

Heartsaver First Aid
2:00 p.m. – 4:30 p.m.  Mercedes Benz
(Private)

Heartsaver AED
6:00 p.m. – 10:00 p.m.  CPR Training Room
(Community)
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<th>Event</th>
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<tr>
<td>Thursday, 4</td>
<td>Heartsaver CPR</td>
<td>1:30 p.m. – 5:00 p.m.</td>
<td>Mercedes Benz (Private)</td>
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<td>Friday, 5</td>
<td>Heartsaver CPR</td>
<td>1:30 p.m. – 5:00 p.m.</td>
<td>Mercedes Benz (Private)</td>
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<td>Tuesday, 9</td>
<td>Heartsaver AED</td>
<td>5:00 p.m. – 9:00 p.m.</td>
<td>CPR Training Room (Private)</td>
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<td>Thursday, 11</td>
<td>Heartsaver CPR</td>
<td>6:00 p.m. – 10:00 p.m.</td>
<td>CPR Training Room (Community)</td>
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<td>Monday, 15</td>
<td>HCP – Initial</td>
<td>5:30 p.m. – 10:00 p.m.</td>
<td>CPR Training Room (Community)</td>
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<td>Tuesday, 16</td>
<td>Heartsaver AED</td>
<td>12 noon – 4:00 p.m.</td>
<td>CPR Training Room (City Class)</td>
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<td>Heartsaver AED</td>
<td>5:00 p.m. – 9:00 p.m.</td>
<td>CPR Training Room (Private)</td>
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<td>Thursday, 18</td>
<td>Family and Friends</td>
<td>6:00 p.m. – 9:00 p.m.</td>
<td>(CPR Training Room) (Community)</td>
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<td>Sunday, 21</td>
<td>First Night of Hanukkah</td>
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<td>Thursday, 25</td>
<td>Christmas</td>
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<td>Office Close</td>
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<td>Monday, 29</td>
<td>HCP – Renewal</td>
<td>6:00 p.m. – 10:00 p.m.</td>
<td>CPR Training Room (Community)</td>
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**JANUARY 2009**

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<tr>
<td>Thursday, 1</td>
<td>New Year’s Day</td>
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<td>Tuesday, 6</td>
<td>Family and Friends</td>
<td>6:00 p.m. – 9:00 p.m.</td>
<td>(CPR Training Room) (Community)</td>
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<td>Monday, 12</td>
<td>First Aid</td>
<td>6:00 p.m. – 9:00 p.m.</td>
<td>(CPR Training Room) (Community)</td>
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<td>Wednesday, 14</td>
<td>Heartsaver CPR</td>
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<td>(CPR Training Room) (Community)</td>
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<td>Monday, 19</td>
<td>Martin Luther King Day</td>
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<td>HCP – Initial</td>
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<td>Sunday, 25</td>
<td>FAMILY OF HEROES</td>
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<td>Tuesday, 27</td>
<td>HCP – Renewal</td>
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CPR Office Number – (310) 281-2753

REMEMBER TO MARK YOUR 2009 CALENDAR WITH THE DATE OF OUR ANNUAL VOLUNTEER RECOGNITION DINNER – FEBRUARY 26, 2009. INVITATIONS WILL BE COMING SHORTLY.
Greetings

Since our last newsletter, we have had two interesting events with the CERT Group.

First, on October 18th we held a CERT refresher. As part of the refresher, we were going over the Fire Department Mass Causality Trailer when we had a mock 7.0 earthquake. During the mock earthquake, part of the Fire Department Shop ceiling fell on three firefighters and several other people were trapped and hurt in the upstairs training room. The group did a great job organizing search and rescue teams and a medical treatment area. Then, they proceeded to extricate, triage, transport, and treat the victims.

Our second event was The Great Southern California Shake Out; there were 5.5 million people who participated in California. We are so thankful to have volunteers like you to help us all be more prepared to deal with such a catastrophic event.

On November 13, the City of Beverly Hills knew that there was going to be a large earthquake at 10 a.m. But, they didn’t know what was going to happen after that. Our CERT group stepped up to the plate and tested City resources by being role players with different problems/injuries. We were also used to simply give directions; these were key positions, because without these directions things would have gotten off course.

As things would happen, we had 16 real calls that morning in the City. So, when the group arrived at Horace Mann School, they found that part of a building had collapsed with people trapped and injured inside. To their surprise, they were met at the school by only School Personnel and Police Resource officers. The Fire Department Personnel had responded to a real call at a different location. But that didn’t matter, the group started right to work and did a great job. In real life
other people by knowing what to do, also knowing what the big picture is, and what is being done to bring us help. California is one of the best organized states, when it comes to Emergency Services. We can get help rolling in just minutes. We get a snapshot of this every time we have a brush fire breakout. Just look at how fast we get fire engines from all over the state to assist. We have the ability to set up Fire Camp, for thousands, in a matter of a few hours.

Looking into the next year:

1. On January 15, Sonia and I will be meeting with other Westside Cities and South Bay Cities CERT Coordinators to discuss our programs and how our CERT Groups may interact with each other. We are hoping this will open doors, bring in new ideas, and lead to us to working more with each other in the future.

2. We are planning the first 2009 refresher for late February/March and a regular CERT class in the spring also.

My only regret on November 13 was that I was assigned to a location where I didn’t get to see any of you; I know that Sonia was able to get you pointed in the right direction and I did hear a lot of stories. Your comments back to Sonia were very helpful and we will look into ways to implement some of these into the program. Again, I want to thank all of you, even the people who were only able to Drop, Cover, and Hold at work and remember you do make a difference when you get involved and become more prepared to help in a time of need.

Hope to see you soon.

Bruce Lessing

Happy Thanksgiving --- Merry Christmas --- Happy Hanukkah --- Happy New Year

And may all your holidays and all of 2009 be healthy, safe, and see your wishes and dreams fulfilled.

Sonia Berman
MEMORANDUM

TO: Health and Safety Commissioners
FROM: Pamela Mottice Muller, Director Office of Emergency Management
DATE: December 15, 2008
SUBJECT: Fire Safety Issues

Chair Aronberg and Commissioner Millan requested an agenda item on Fire Safety. A representative from the Fire Department, Office of Emergency Management, and Public Works will be available to provide information and answer any questions the Commission may have on this subject.
INTRODUCTION

At the last Health and Safety Commission meeting the Commission voted to establish an advisory committee to study the current Safety and Emergency Preparedness Week and make recommendations on the week. Chair Aronberg, Commissioner Millian and Commissioner Judelson volunteered for the committee.

DISCUSSION

On Wed. December 3, 2008 the advisory committee and the Health and Safety Staff Liaison met to discuss Safety Week. Sgt. Joe Chirillo, Police Department joined the meeting. The following are notes and recommendations of the Committee.

- Name change from Safety and Emergency Preparedness Week to Health and Safety Week
- Keep current format of school presentations ending with Expo but add:
  - some outreach to private schools
  - speakers to all populations throughout week
  - art quilt/display
- Speakers should be added to current in place programs e.g. Senior Meetings, Library and City Speakers Bureau
- Vendors for expo should include a cross range of Health and Safety topics.
- A screening and interactive health component should be added to the expo. e.g. Flu shots, blood pressure and glucose screenings, dental information
- Date change back to Oct. Suggested week Oct. 26 to Nov. 1, Expo on Nov. 1. Red Ribbon Week will be held the week of Oct. 19
- A couple of motto’s were discussed. Either one of the following or an additional on should be decided upon before banners are redesigned: Some suggestions:
  - Be Healthy! Be Safe! Beverly Hills
  - Beverly Hills: Be Healthy! Be Safe!
  - Beverly Hills: A Healthy, Safe and Prepared City
Topics were discussed for school presentations. Sgt. Chirillo will come back with some recommendations. A speaker was discussed for the high school.

Commissioners will be asked to assist in a variety of ways such as assisting with obtaining speakers and vendors, marketing the week, and outreach to the private schools.

**FISCAL IMPACT**

New banners will be created using the Safety Week budget for Fiscal Year 2008-2009.

**RECOMMENDATION**

The Advisory Committee suggests the Commission review and discuss the recommendations of the Committee. The Committee welcomes additional comments.
TO: Health and Safety Commissioners  
FROM: Pamela Mottie Muller, Director Office of Emergency Management  
DATE: December 15, 2008  
SUBJECT: Health and Safety Commission Meeting with Liaison and City Council

Staff is currently waiting for the assistant to the City Council to schedule a meeting with the City Council Liaisons to the Health and Safety Commission and the Commission's Chair and Vice Chair to discuss the Commission's mission, motto, vision, goals, objectives and work plan items. This meeting should be scheduled soon. Once this Liaison meeting occurs then a meeting with the full City Council will be agenized. The following are the upcoming City Council Meetings in which this meeting could occur: January 6 and 23 and Feb 3. Commissioners will be asked to attend the Informal Meeting which begins around 3:30 pm and ends around 5:00 pm.

Staff request the Commission decide which dates the majority of the Commission can attend. Staff requests you rank the dates in order of preference to be decided during the Commission meeting. Also pls. review the attached draft City Council agenda statement that will be included in the City Council packet once the date is chosen.
INTRODUCTION

The Health and Safety Commission was established by the City Council in August 2007. A seven-member commission was appointed in the fall of 2007 with the goal to strive to maintain and improve the over-all health and safety of the community. In January 2008 the Commission held its first meeting. Liaisons were chosen from all City Departments and from the Beverly Hills School District, because this is a Commission that interacts with multiple departments and stakeholders. This memorandum serves to seek the City Council's approval on the Commission mission, motto, vision, goals, objectives and work plan items.

DISCUSSION

During 2008, the Commission completed a variety of activities, as listed below, that allowed for the development of a mission, motto, vision, goals, objectives and work plan.

- six departments provided visits with presentations
- review of current and future City health and safety initiatives,
- discussions on topics such as:
  - Who do we serve?
  - What is our vision?
  - What impact do we want to have?
  - Who are we?
  - Who are we and who are we not?
  - Who do we want to become?
  - When appointed what was our vision?
- listing of all Health and Safety topics,
- developing categories for these topics, and
- prioritizing these categories in order of current importance to the Commission.

The following is a summary of the mission, vision statement, motto, goals, objectives and work plan items developed:
Meeting Date: January 6, 2009

**Mission Statement**
The Health and Safety Commission shall strive to maintain and improve the overall health and safety of the community.

**Motto**
Enhancing the Health and Safety of Our Community

**Vision Statement**
To inspire greater citizen participation and awareness regarding health and safety issues that affects our community.

**Areas of Focus 2008 – 2009**
Community and neighborhood preparedness, Citizen Corp development, special needs, disabled, senior needs before, during and after a disaster.

**Goals, Objectives and Work Plan Items**
To Create a “Community Culture of Awareness and Preparedness”

- Support campaigns to educate the community on the topic of disaster preparedness: National Preparedness Month, Great Southern California Shakeout Drill, Safety and Emergency Preparedness Week, and April Earthquake Month.
- Encourage and Support Citizen Corp activities and involvement

To Encourage Good Decision Making and Battle Complacency on Health and Safety Matters

- Evaluate the development and implementation of Health and Safety Awards and Recognitions
- Supplement disaster preparedness message with other health and safety educational opportunities throughout the year

To Serve as Ambassadors to the Community on Health and Safety Related Resources and Information

- Explore ways to provide resources to the community.
  - Provide input on the development of an emergency preparedness supply kit to be sold on SHOPBH.
- Support outreach to individuals with special needs and identify those needs before, during and after a disaster.
  - Assist in outreach in identification those community members needing special attention in an evacuation or emergency.

**Highlights of Project Completed Year 2008**

The following are highlights of projects completed by the Health and Safety Commission in 2008:

Presentations were provided by the following organizations on Health and Safety related topics. Interested City staff and the public were invited, the presentations were taped and aired on the City cable stations.

- Robert Savakis, Director of LA County Vector Control
- Dr. Jon Pynos, Director of Fall Prevention Center of Excellence, USC
Meeting Date: January 6, 2009

- Gayle Gilbert – Hamerling, American Cancer Society

Supported National Preparedness Month.
- Held and attended Business Symposium
- Held and attended Community Forum: Presentation by Dr. Lucy Jones, seismologist

Supported the "Every 15 Minutes" program.

Attended Monthly Farmer’s Market Booths on the following topics:
- August: Vector Control Exhibit
- September: Disaster Preparedness Information
- October: Shakeout Information
- November: Seasonal Flu Information and free flu shots

Supported the Great Southern California Shakeout as follows:
- Outreach to business, private schools and individuals to join the City in participation and to encourage preparedness.
- CC Proclamation

Developed informational pamphlet of where to obtain Disaster Supplies.

Recorded Health & Safety related Radio Messages to play on 1500 AM Radio.

Provided comments to Departments on the following topics:
- Safety Element of General Plan
- Potential Fire Sprinkler Ordinance
- Sustainability Master Plan

Recommended City Council support Measure E.

Became NIMS (National Incident Management System) complainant by taking ICS (Incident Management System) and NIMS trainings.

Received Commission training by the City Attorney’s Office, a Legislature Platform update by Communications and a report on succession planning, the recruitment of new staff and the retention of staff by the City Manager.

FISCAL IMPACT
The Commission is not asking for further funding at this time.

RECOMMENDATION
Staff and the Health and Safety Commission requests the City Council approve the Commissions:
- Mission Statement, Vision, and Motto
- Goals, Objective and Work Plan Items for 2009

Pamela Mottice-Muller, Director
Office of Emergency Management

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MEMORANDUM

TO: Health and Safety Commissioners
FROM: Adrianne Tarazon, Staff Liaison
DATE: December 15, 2008
SUBJECT: Health and Safety Commission Future Meeting Dates 2009

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

Monday, January 26, 2009
Monday, February 23, 2009
Monday March 23, 2008
Monday, April 27, 2008
Monday, May 25, 2008 (Memorial Day Holiday)
Monday, June 22, 2008
Monday, July 27, 2008
Monday, August 24, 2008
Monday, September 28, 2008 (Yom Kippur Holiday)
Monday, October 26, 2008
Monday, November 23, 2008
Monday, December 28, 2008