Los Angeles Southwest College

Emergency Operations Plan

Event Specific Checklists

January 2012
Disclaimer

The material presented in this publication has been written in accordance with federal and state guidelines to meet current industry standards. However, this plan cannot anticipate all possible emergency events and situations or emergency responses. Therefore, it should not be used without competent review, verification, and correction (where appropriate) by qualified emergency management professionals. It should be tested by the Emergency Operations Center (EOC) team after they have received appropriate emergency management training. Conditions will develop in operations where standard methods will not suffice and nothing in this manual shall be interpreted as an obstacle to the experience, initiative, and ingenuity of the officers in overcoming the complexities that exist under actual emergency conditions. Users of this plan assume all liability arising from the plan’s use.
Table of Contents

Los Angeles Southwest College
Emergency Operations Plan

Immediate Action and Event Specific Checklists

Immediate Action Checklist

EOC Activation Checklist

EOC Staffing Guide

LACCD EOC Organization Chart

Action Plan Worksheet Instructions

Alert Lists

Exhibit 1 – Crisis Action Team Alert List

Exhibit 2 – Emergency Operations Center Staffing

Exhibit 3 – Emergency Operations Center Phone Numbers

Exhibit 4 – Mutual Aid Coordinators

Exhibit 5 – Other Agencies
IMMEDIATE ACTION CHECKLIST
Pre EOC Activation
For use by Los Angeles Southwest College Crisis Action Team

☐ Mobilize members of the Los Angeles Southwest College Crisis Action Team (CAT)?
  • Los Angeles Southwest College President .......................................................... 323 241-5273
  • Los Angeles Southwest College V.P. Administrative Services............................ 323 241-5467
  • Los Angeles Southwest College Director of College Facilities.......................... 323 241-5238
  • Los Angeles Southwest College Public Information Officer ............................. 323 241-5270
  • Los Angeles Southwest College Senior Law Enforcement Official..................... 323 241-5311

☐ Los Angeles Southwest College EOC Activation Criteria – Should the EOC be activated?
This decision must be based on the emergency event or situation.

Key factors that normally trigger the Los Angeles Southwest College EOC activation include:
  • Emergency response resources beyond the jurisdiction’s capabilities are required
  • An emergency of a long duration
  • Major policy decisions must or may be required
  • A local or state of emergency will be declared
  • Activation of the EOC will be advantageous to the successful management of the emergency

EOC Locations

<table>
<thead>
<tr>
<th>Primary</th>
<th>Maintenance &amp; Operations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alternate</td>
<td>Sheriffs Station</td>
</tr>
</tbody>
</table>

☐ If the Los Angeles Southwest College EOC activation IS WARRANTED – Complete the EOC ACTIVATION CHECKLIST on the page 3.

☐ IF the Los Angeles Southwest College EOC activation IS NOT WARRANTED complete applicable Event Specific Checklist(s) in the RED TAB and turn over follow-on actions to appropriate Los Angeles Southwest College management staff or department heads. Crisis Action Team response procedures are now complete. The Crisis Action Team may disband - no further action is required.
EOC ACTIVATION CHECKLIST
Los Angeles Southwest College Emergency Operations Center (EOC) Activation Steps

☑ Officials authorized to order immediate Los Angeles Southwesy College EOC activation:
   - College President
   - Vice President Administrative Services
   - Director of College Facilities

☑ Determine appropriate EOC Activation Level.

Minor Emergency - Level I - EOC Activation Not Required
- A minor incident or hazardous materials spill which can be abated by the first responding personnel or response agency having jurisdiction.
- * The Los Angeles Southwest College Emergency Operations Plan is not activated.
- The Los Angeles Southwest College EOC may be activated with limited staffing to facilitate coordination or to provide information to students, faculty and staff or the media.

Moderate Emergency - Level II - EOC Activation Recommended
- If the incident escalates or is about to escalate to the point* where the coordination of the incident cannot be efficiently accomplished at the scene or at another location.
  * Due to the number of departments or local jurisdiction response agencies involved, personnel or resources required.

Major Emergency - Level III - Activation Required
- If the emergency situation(s) is of such magnitude that coordination of the response at the scene(s) or another location is not possible.
- When Los Angeles Southwest College response capabilities are limited or insufficient to address a major emergency.

Note: See the EOC STAFFING GUIDE on Page 5 to assist in determining the appropriate Los Angeles Southwest College EOC Action Level.

☑ Direct the Los Angeles Southwest College EOC Team members to report immediately to the EOC. Refer to Exhibit 2 – Emergency Operations Center Staffing

☑ Notify the College District, the City of Los Angeles and/or Los Angeles County that Los Angeles Southwest College CAT is considering or has activated the College EOC. Identify and report Los Angeles Southwest College’s:
   - Existing situation
   - Critical staffing needs
   - Critical resource needs

☑ Ensure appropriate local jurisdiction responders and/or agencies have been notified (e.g. law enforcement, fire/rescue, emergency medical services, etc.). Refer to Exhibit 4 – Mutual Aid Coordinators and Exhibit 5 – Other Agencies.
Complete applicable Event Specific Checklist(s) in the VOLUME ONE IMMEDIATE ACTION AND EVENT SPECIFIC CHECKLIST, RED TAB – EVENT SPECIFIC CHECKLISTS.

Develop a presentation to give the members of the Los Angeles Southwest College EOC response team. Assign Crisis Action Team (CAT) members to prepare and present the brief which covers the following topics:

1. Situation overview:
   Provide a description of the emergency situation. The situation overview should be presented by the College President or Supervisor of Security. Report:
   - When did the emergency occur or is expected to occur?
   - What are the key facts known about the emergency?

2. Emergency response actions underway:
   Provide a brief description of emergency response actions underway or pending. The identification of emergency response actions underway should be presented by the College President or Supervisor of Security to the assembled EOC response team.

3. Time period of 1st Operational Period:
   Identify the time period (shift beginning and end time) the Los Angeles Southwest College EOC Team will be in the EOC. Presented by the Planning Section Chief or Security Supervisor.

4. Identify the strategic Objective and Priorities for the 1st Operational Period:
   Identify the strategic EOC Objectives and Priorities that the Los Angeles Southwest College EOC Team will manage and coordinate during the 1st Operational Period. The EOC Objectives and Priorities will be presented by the Planning Section Chief or Supervisor of Security. See ACTION PLAN WORKSHEET INSTRUCTIONS on page 7 for specific procedures to complete the EOC Action Plan Worksheet.

Upon reporting to the EOC, brief the entire EOC Team in the following sequence.

- Situation overview
- Emergency response actions underway
- Time period of 1st Operational Period
- List of Objectives and Priorities for the 1st Operational Period from the Action Plan Worksheet

Once the brief is complete, the Crisis Action Team disbands and relinquishes authority for the response to the Los Angeles Southwest College EOC Emergency Response Team.

Reference: Key contacts and phone numbers are located in the following exhibits:
Exhibit 1 – Crisis Action Team Alert Lists
Exhibit 2 – Emergency Operations Center Staffing
Exhibit 3 – Emergency Operations Center Phone Numbers
Exhibit 4 – Mutual Aid Coordinators
Exhibit 5 – Other Agencies
# EOC STAFFING GUIDE

<table>
<thead>
<tr>
<th>Event/Situation</th>
<th>Activation Level</th>
<th>Minimum Staffing If Decision to Activate is made</th>
</tr>
</thead>
</table>
| Unusual occurrences with potential impacts on the health and safety of students, staff, the public, Los Angeles Southwest College facilities and/or the environment | Minor Emergency Level I  | • Notification of the Los Angeles Southwest College President, VP or Director of Facilities.  
• Note: May be limited to partial or full Los Angeles Southwest College Crisis Action Team activation.  
• Other designees as required.  
*See Organization Chart – next page*                                                                 |
| Severe Weather Report                                                          |                           |                                                                                                                                                                                                                                                 |
| Major wind, rain or snow storm, etc.                                           | Moderate Emergency Level II| EOC Director  
Los Angeles Southwest College EOC Section Chiefs and Units as appropriate to situation  
*See Organization Chart – next page*                                                                 |
| Two or more large incidents involving two or more response agencies            |                           |                                                                                                                                                                                                                                                 |
| Wildfire affecting wildland/forested area or developed area                    |                           |                                                                                                                                                                                                                                                 |
| Severe hazardous materials incident involving large-scale multi-agency action or possible large-scale evacuations |                           |                                                                                                                                                                                                                                                 |
| Unusual occurrences with severe potential impacts on the health and safety of students, staff and public and/or environment |                           |                                                                                                                                                                                                                                                 |
| Bomb threat or other incident requiring building evacuation                    |                           |                                                                                                                                                                                                                                                 |
| Major Los Angeles Southwest College or local emergency                         | Major Emergency Level III | All EOC positions                                                                                                                                                                                                                              |
| Major wildland fire                                                            |                           |                                                                                                                                                                                                                                                 |
| Major emergency situation with severe potential impacts on the health and safety of students, faculty, staff, the public, facilities and/or the environment. |                           |                                                                                                                                                                                                                                                 |
Immediate Action Checklist

LOS ANGELES SOUTHWEST COLLEGE EOC ORGANIZATION

PENDING PAGE
ACTION PLAN WORKSHEET INSTRUCTIONS

- **Assignment of Facilitator**
  Assign a facilitator to lead the discussion of the Crisis Action Team to finalize the Objectives and Priorities for the 1st Operational Period.

- **Place Action Plan Worksheet Chart on the CAT meeting room wall**
  Tape a blank Action Plan Worksheet Chart on the wall so that all the members of the Crisis Action Team can clearly see it and the facilitator can legibly write information on the chart.

  See Sample Action Plan Worksheet – Next Page
  Note: The Action Plan Worksheet must be completed within a 30 minute time frame.

ON ACTION PLAN WORKSHEET:

- **Identify the Operational Period Number, Beginning and Ending Times**
  - **Operational Period Number:** 1st for the first Operational Period. Then Operational Period numbers go in sequence
  - **Beginning Time:** The time of the emergency event* or the time the EOC will be activated if the EOC is planning for a possible future emergency event.
    * If the emergency event already occurred
  - **Ending Time:** The time that you want to effect a shift change to a new EOC Team. **Note:** If possible, extend the 1st Operational Period to the completion of critical life safety measures.

- **Identify Strategic Objectives and Priorities**
  Ensure that the Objectives and Priorities are strategic in nature. **Note:** Tactical or field level decisions are made by the field Incident Commanders only.

- **Identify the EOC level response Strategies, Resources and EOC Manager**
  - Identify the Strategy for each Objective and Priority.
  - Identify the Resources* responsible for completion of the strategy.
    * Section Chief and/or Unit Leaders to carry out the strategy.

**Example**

<table>
<thead>
<tr>
<th>Objectives and Priorities</th>
<th>Strategy</th>
<th>Resources</th>
</tr>
</thead>
<tbody>
<tr>
<td>LIFE SAFETY</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chemistry Laboratory Fire</td>
<td>Support Field Incident Commander as appropriate</td>
<td>Security, Facilities and Medical Unit Leaders</td>
</tr>
</tbody>
</table>

**Facilitator:** Recommend that the Crisis Action Team members **DO NOT** attempt to identify the detailed steps to complete the strategies. The detailed steps will be completed by the assigned resources. See Action Plan Worksheet example.
<table>
<thead>
<tr>
<th>Protection of Environment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Implement emergency protocols and procedures.</td>
</tr>
<tr>
<td>Conduct regular environmental assessments.</td>
</tr>
<tr>
<td>Ensure compliance with environmental regulations.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Protection of Property</th>
</tr>
</thead>
<tbody>
<tr>
<td>Secure all equipment and materials.</td>
</tr>
<tr>
<td>Monitor property to prevent unauthorized access.</td>
</tr>
<tr>
<td>Coordinate with local authorities for property protection.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Strategy Objectives &amp; Priorities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Implement comprehensive emergency preparedness plans.</td>
</tr>
<tr>
<td>Conduct drills and simulations regularly.</td>
</tr>
<tr>
<td>Establish a clear chain of command and communication protocols.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Resources &amp; EOC MGR.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Responsible for coordinating resources and coordinating with external agencies.</td>
</tr>
<tr>
<td>Ensure availability of resources for emergency response.</td>
</tr>
<tr>
<td>Maintain communication lines with all stakeholders.</td>
</tr>
</tbody>
</table>

**From:** 9:00 AM  **To:** 6:00 PM  **Operational Period #** 1
ALERT LISTS

This Alert List section contains telephone numbers, pager assignments, and radio call signs for key people who may need to be reached quickly in a major emergency. Key agencies and organizations are also provided. These listings are provided for the use and convenience of emergency services in accessing emergency resources in disasters.

Exhibit 1 – Crisis Action Team Alert Lists
Exhibit 2 – Emergency Response Team Members
Exhibit 3 – Emergency Operations Center Phone Numbers
Exhibit 4 – Mutual Aid Coordinators
Exhibit 5 – Other Agencies

PLEASE SEND ANY ADDITIONS, CORRECTIONS OR COMMENTS TO:

Mr. Randy Craig
Director of College Facilities
1600 W. Imperial Hwy
Los Angeles, CA 90047

Ph: 323 241-5238
FAX: 323 241-5395
Email: craigrs@lasc.edu
**EXHIBIT - 1**

**CRISIS ACTION TEAM/KEY PERSONNEL* ALERT LISTS**

<table>
<thead>
<tr>
<th>TITLE/NAME</th>
<th>WK PHONE</th>
<th>HM PHONE</th>
<th>FAX</th>
<th>PAGER/CELL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr Jack Daniels</td>
<td>323 241-5273</td>
<td></td>
<td>323 241-5220</td>
<td>217 415-1950</td>
</tr>
<tr>
<td>LASC College President</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ferris Trimble</td>
<td>323 241-5467</td>
<td></td>
<td>323 241-5349</td>
<td>310 270 3479</td>
</tr>
<tr>
<td>V.P. Administrative Services</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Randy Craig</td>
<td>323 241-5238</td>
<td></td>
<td>323 241-5395</td>
<td>310 748-3099</td>
</tr>
<tr>
<td>Director of College Facilities</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jessica Martin</td>
<td>323 241-5270</td>
<td></td>
<td>323 241-5220</td>
<td></td>
</tr>
<tr>
<td>Public Information Officer</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Security Supervisor</td>
<td>323 241-5311</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

* In the absence of the College President, any member of the Crisis Action Team/Key Personnel has the authority to initiate time critical emergency response actions including building lock-downs and evacuations.
## EXHIBIT - 2

### EMERGENCY OPERATIONS CENTER STAFFING

#### MANAGEMENT SECTION

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Phone</th>
<th>Fax</th>
</tr>
</thead>
<tbody>
<tr>
<td>DIRECTOR OF EMERGENCY SERVICES</td>
<td>Dr. Jack Daniels, President</td>
<td>3232415273</td>
<td>3232415220</td>
</tr>
<tr>
<td></td>
<td>Ferris Trimble, V.P, Administrative Services</td>
<td>3232415467</td>
<td>3232415349</td>
</tr>
<tr>
<td></td>
<td>Randy Craig, Director of College Facilities</td>
<td>3232415238</td>
<td>3232415395</td>
</tr>
<tr>
<td>PUBLIC INFORMATION OFFICER</td>
<td>---------------------------------</td>
<td>---------</td>
<td>----------</td>
</tr>
<tr>
<td></td>
<td>Jessica Martin, Asst to the President</td>
<td>3232415270</td>
<td>3232415220</td>
</tr>
<tr>
<td>EMERGENCY MANAGEMENT COORDINATOR</td>
<td>Ferris Trimble, VP Administration</td>
<td>32324155467</td>
<td>3232415349</td>
</tr>
<tr>
<td></td>
<td>Randy Craig, Director of College Facilities</td>
<td>3232415238</td>
<td>3232415395</td>
</tr>
<tr>
<td></td>
<td>Robert Zamora, General Foreman</td>
<td>3232415058</td>
<td>3232415395</td>
</tr>
<tr>
<td>LIAISON OFFICER</td>
<td>Ferris Trimble, VP Administration</td>
<td>32324155467</td>
<td>3232415349</td>
</tr>
<tr>
<td></td>
<td>Randy Craig, Director of College Facilities</td>
<td>3232415238</td>
<td>3232415395</td>
</tr>
<tr>
<td>SAFETY</td>
<td>Randy Craig, Director of College Facilities</td>
<td>3232415238</td>
<td>3232415395</td>
</tr>
<tr>
<td></td>
<td>Blanchie Hollier, Facilities Asst.</td>
<td>3232415060</td>
<td>3232415395</td>
</tr>
</tbody>
</table>

#### OPERATION SECTION

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Phone</th>
<th>Fax</th>
</tr>
</thead>
<tbody>
<tr>
<td>OPERATIONS CHIEF</td>
<td>Randy Craig, Director of College Facilities</td>
<td>3232415059</td>
<td>3232415395</td>
</tr>
<tr>
<td></td>
<td>Robert Zamora, General Foreman</td>
<td>3232415058</td>
<td>3232415395</td>
</tr>
<tr>
<td>LAW ENFORCEMENT/FIRE RESCUE UNIT LEADER</td>
<td>Sharon Clayton, Sergeant of Sheriff Dept</td>
<td>3232415311</td>
<td>3232415025</td>
</tr>
<tr>
<td></td>
<td>Reginald Ducree, Deputy of Sheriff Dept</td>
<td>3232415311</td>
<td>3232415025</td>
</tr>
<tr>
<td>FACILITIES UNIT LEADER</td>
<td>Randy Craig, Director of College Facilities</td>
<td>3232415059</td>
<td>3232415395</td>
</tr>
<tr>
<td></td>
<td>Robert Zamora, General Foreman</td>
<td>3232415058</td>
<td>3232415395</td>
</tr>
<tr>
<td>STUDENT COORDINATOR UNIT LEADER</td>
<td>Dr. Patrick Jefferson, Dean of Student Services</td>
<td>3232415280</td>
<td>3232415424</td>
</tr>
<tr>
<td></td>
<td>Oscar Cobian, Dean TRIO</td>
<td>3232415328</td>
<td>3232415524</td>
</tr>
<tr>
<td>PARENT COORDINATOR UNIT LEADER</td>
<td>Cathi Cliff, Director of Child Development Center</td>
<td>3232415000</td>
<td>3232415050</td>
</tr>
<tr>
<td></td>
<td>Norris Miller, Instructor Child Development</td>
<td>3232415007</td>
<td>3232415050</td>
</tr>
<tr>
<td></td>
<td>LaShawn Brinson, Instructor Child Development</td>
<td>3232415023</td>
<td>3232415050</td>
</tr>
<tr>
<td>FIRST AID/MEDICAL UNIT LEADER</td>
<td>Nurse on Duty, Health Center</td>
<td>323 241 5252</td>
<td>323 241 5252</td>
</tr>
<tr>
<td></td>
<td>Catherine Azubuike, Nursing Department Chair</td>
<td>3232415299</td>
<td>3232415405</td>
</tr>
</tbody>
</table>

January 2012

Immediate Action Checklist, page 11
## PLANNING SECTION

**PLANNING CHIEF**
Dr. Jack Daniels, President 3232415273 ph 3232415220 fax  
Ferris Trimble, Administrative Vice President 3232415467 ph 3232415349 fax

**MESSAGE DOCUMENTATION COORDINATOR**
Cassandra Walker 3232415273 ph 3232415220 fax  
Darlene Comegys, Administrative Secretary 3232415256 ph 3232415424 fax  
Blanchie Hollier, Facilities Asst 3232415060 ph 3232415395 fax

**DAMAGE ASSESSMENT UNIT LEADER**
Randy Craig, Director of College Facilities 3232415059 ph 3232415395 fax  
Robert Zamora, General Foreman 3232415058 ph 3232415395 fax

**SITUATION STATUS UNIT LEADER**
Maria Cortez, Administrative Aide 3232415287 ph 3232415476 fax  
Angelica Ramirez, Administrative Intern 3232415373 ph 3232415476 fax

**RECOVERY UNIT LEADER**
Steve Harvey, Operations Supervisor Manager 3232415055 ph 3232415395 fax  
Robert Zamora, General Foreman 3232415058 ph 3232415395 fax

## LOGISTICS SECTION

**LOGISTICS CHIEF**
Steve Harvey, Operations Supervisor Manager 3232415055 ph 3232415395 fax

**PERSONNEL UNIT LEADER**
Lorraine Bell, Senior Personnel Asst 3232415283 ph 3232415349 fax

**PURCHASING SUPPLY UNIT LEADER**
Administrative Vice President 3232415467 ph 3232415349 fax

**COMMUNICATIONS UNIT LEADER**
Vihba Gupta, Manager College Information Systems 3232415072 ph  
Kabwe Chanda, Computer Network Support Specialist 3232415071 ph

**TRANSPORTATION UNIT LEADER**
Henry Washington, Athletic Director 3232415432 ph 3232415350 fax

**CARE AND SHELTER UNIT LEADER**
Dan Walden, Dean 3232415511 ph 3232415476 fax  
Henry Washington, Athletic Director 3232415432 ph 3232415350 fax
BLANK
EXHIBIT - 3

PRIMARY EOC ADDRESS 1600 W Imperial Hwy, Los Angeles, Ca. 90047 – M&O
SECONDARY EOC ADDRESS 1600 W Imperial Hwy, Los Angeles, Ca. 90047 – Sheriff

MANAGEMENT SECTION
Director of Emergency Services
Public Information Officer

OPERATION SECTION
Operations Section Chief
Law Enforcement/Fire-Rescue
Environmental Health & Safety Unit Leader
Facilities Management Unit Leader
Student Coordination Unit Leader
Parent Coordination Unit Leader
First Aid/Medical

PLANNING SECTION
Planning Section Chief
Situation Status Unit Leader
Damage Assessment Unit Leader Personnel Unit Leader
Recovery Unit Leader Personnel Unit Leader

LOGISTICS SECTION
Logistics Section Chief
Personnel Unit Leader
Purchasing/Supply Unit Leader
Communications/Transportation Unit Leader
Care and Shelter Unit Leader
FINANCE SECTION
Finance Chief ........................................................................................................................................

Cost Unit Leader ................................................................................................................................

Time Unit Leader .................................................................................................................................
## EXHIBIT - 4 MUTUAL AID COORDINATORS

<table>
<thead>
<tr>
<th>AGENCY/POINT OF CONTACT</th>
<th>PHONE NUMBERS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Law Enforcement Mutual Aid</td>
<td>..................................................</td>
</tr>
<tr>
<td>Fire Mutual Aid</td>
<td>..........................................................</td>
</tr>
<tr>
<td>Public Works Mutual Aid</td>
<td>..........................................................</td>
</tr>
<tr>
<td>Medical Mutual Aid</td>
<td>..........................................................</td>
</tr>
<tr>
<td>Public Health Mutual Aid</td>
<td>..........................................................</td>
</tr>
<tr>
<td>Other Mutual Aid</td>
<td>..........................................................</td>
</tr>
</tbody>
</table>
### EXHIBIT - 5 OTHER AGENCIES

<table>
<thead>
<tr>
<th>AGENCY/PERSON</th>
<th>PHONE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Life Line Utilities</td>
<td></td>
</tr>
<tr>
<td>Jurisdictions/Misc</td>
<td></td>
</tr>
<tr>
<td>City Manager .............................................</td>
<td>(City Emergency Management Coordinator, Ellis M. Stanley)</td>
</tr>
<tr>
<td>City Emergency Management Coordinator ....................</td>
<td></td>
</tr>
<tr>
<td>County Manager .............................................</td>
<td></td>
</tr>
<tr>
<td>Sheriff's Office of Emergency Services ....................</td>
<td></td>
</tr>
<tr>
<td>California Highway ............................................</td>
<td></td>
</tr>
<tr>
<td>City Manager .............................................</td>
<td>Ellis M. Stanley 213-978-0530</td>
</tr>
<tr>
<td>City Emergency Management Coordinator ....................</td>
<td></td>
</tr>
<tr>
<td>County Manager .............................................</td>
<td></td>
</tr>
<tr>
<td>Sheriff's Office of Emergency Services ....................</td>
<td></td>
</tr>
<tr>
<td>California Highway ............................................</td>
<td></td>
</tr>
<tr>
<td>Sachi A. Hamai, Executive Officer, 213-974-1411</td>
<td></td>
</tr>
<tr>
<td>Richard Daniels, Lieutenant, 323-562-5760</td>
<td></td>
</tr>
<tr>
<td>Communication Center, 323-906-3400</td>
<td></td>
</tr>
</tbody>
</table>
Facilities Planning & Review Committee

APPROVAL & SIGN OFF
EMERGENCY OPERATION PLAN
April 19, 2012, 1:30 P.M.

Ferris Trimble
AVP
Administration

Sharon Collins-Heads
Professor
Acad Senate

Janice Lee
Counselor
AFT Faculty

Jackson Chu
Maintenance Asst
TRADES

Randy Craig
Facilities Director
Managers

TBD
Acad Senate

Zekarias Dammenga
Instructor
Acad Senate

Debbie Jordan
SFP Tech
AFT Staff

TBD
Student

Alistaire Callender
Instructor
Acad Senate

Rose Calderon
Counselor
AFT Faculty

Vibha Gupta
IT Manager
Info Technology

TBD

Inst. Research

Workforce and Corporate Relations