



**GRF COMMITTEE OF THE LAGUNA WOODS VILLAGE
DISASTER PREPAREDNESS TASK FORCE**

**Tuesday, March 28th, 2023 - 9:30 AM
Board Room / Virtual Meeting**

NOTICE OF MEETING AND AGENDA

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| 1. Call to Order | Eric Nuñez |
| 2. Acknowledgement of Media | Eric Nuñez |
| 3. Approval of the Agenda | Eric Nuñez |
| 4. Approval of Meeting Report for January 31 st , 2022 | Eric Nuñez |
| 5. Chair's Remarks | Eric Nuñez |
| 6. Member Comments (Items Not on the Agenda) | Eric Nuñez |

Laguna Woods Village owner/residents are welcome to participate in committee meetings and submit comments or questions regarding virtual committee meetings using one of two options:

- Via email to meeting@vmsinc.org any time before the meeting is scheduled to begin or during the meeting. Please use the name of the committee in the subject line of the email. Name and manor number must be included.
- By calling (949) 268-2020 beginning one half hour before the meeting begins and throughout the remainder of the meeting. You must provide your name and manor number.
- Join the Zoom meeting at: <https://us06web.zoom.us/j/88115301572>

REPORTS:

- | | |
|---------------------------------------|------------------|
| 7. Radio Communications | Edward Green |
| 8. Office Manager | Tom Soule |
| 9. Recruitment / Retention / Training | Juanita Skillman |
| 10. GRF Board | Board Member |
| 11. United Board | Board Member |
| 12. Third Board | Board Member |
| 13. Towers Board | Board Member |
| 14. Pet Evacuation Sub Committee | Sandy Benson |

ITEMS FOR DISCUSSION AND CONSIDERATION:

- | | |
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| 15. Update on Disaster Preparedness | Edward Green |
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ITEMS FOR FUTURE AGENDAS:

- | | |
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| 16. To Be Determined | |
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CONCLUDING BUSINESS:

17. Committee Member Comments
18. Date of Next Meeting – May 30th, 2023 at 9:30 am
19. Adjournment

Eric Nuñez, Chair
Cody DeLeon, Staff Officer
Telephone: 268-2356



**REPORT OF THE REGULAR MEETING OF THE GOLDEN RAIN FOUNDATION DISASTER
PREPAREDNESS TASK FORCE**

Tuesday, January 31st, 2022 at 9:30 AM

HYBRID MEETING

MEMBERS PRESENT: Chair: Eric Nuñez, Sue Stephens, Jim Cook, Juanita Skillman, Anthony Liberatore, Gan Mukhopadhyay, Alison Bok

MEMBERS ABSENT: None

ADVISORS PRESENT: Tom Soule

OTHERS PRESENT: Grace Stencel, Doug Gibson, Rick Kopps

STAFF PRESENT: Cody DeLeon, Ed Green

THE MEETING WAS CALLED TO ORDER: 9:33 AM

ACKNOWLEDGEMENT OF THE PRESS: None present

APPROVAL OF THE AGENDA: By consensus, the agenda was approved.

APPROVAL OF MEETING REPORT: By consensus, the meeting report was approved.

CHAIRS REMARKS: Chair Nuñez began his remarks by informing the board that he would be Chair of the meeting and not Tom Siviglia who was on the agenda to be Chair in Chief Nuñez absence. Chair Nuñez apologizes for the confusion.

MEMBER COMMENTS: No comments were made.

REPORTS

RADIO & COMMUNICATIONS: Ed Green shared that there was only 50% participation in this month's radio drill. Some of the coordinators were having radio issues and there was some confusion over the week the drill was supposed to happen. It was suggested that it take place morning of DPTF meeting.

OFFICE MANAGER/ADVISOR: Tom Soule mentioned that disaster prep supplies are running low due to expiration date. Tom also stated that the location and hours of the DPTF Office minimizes foot traffic and sales.

RECRUITMENT / RETENTION / TRAINING: Director Skillman wanted more info on the second Clubhouse Coordinator meeting the following week. Director Skillman also recommended that the Friday news blast should include Disaster Prep information and that the Disaster Prep office should be included in the Docent Tour.

Chair Nuñez agrees and wants to coordinate schedule with Media and Communications.

Director Mukhopadhyay also agrees and thinks the DPTF office need a change in location to improve foot traffic.

GRF BOARD: Director Mukhopadhyay continues to help for any risk/safety assessments that my assist in training.

UNITED BOARD: Director Liberatore did not have anything to report.

THIRD BOARD: Director Cook wants to coordinate training and education with the Orange County Fire Authority (OCFA).

Director Mukhopadhyay seconded recommending a fire drill.

Chair Nuñez emphasizes that proper training and education will take 1-3 years. Chair Nuñez also states that Security Admin Coordinator Cody DeLeon and Ed Green will work together to coordinate Clubhouse Coordinator meetings once a month with Ed making creating agendas and curriculum.

TOWERS: Director Stevens mentioned that the Towers had both elevators down for one week during which the DPTF radios were utilizes 3 times daily to conduct safety and welfare checks on residents in the towers. This also helped coordinate the delivery of food and groceries to residents during the flooding caused by the storm.

PET EVACUATION SUBMIT COMMITTEE: Sandy Benson shared the success of Santa Paws event as well as the Village Bazaar event where over 50 pet forms were given out to residents as well as 6 new coordinator sign ups and over 100 file of life cards given out over the span of only 4 hours.

DISCUSSIONS AND CONSIDERATIONS

Initiating the Culture of Preparedness: Ed Green discussed his ICP rubric and mentioned his previous involvement with CERT.

Discuss Good Neighbor Captains Program: DPTF coordinator Ed Green and Coordinator Cody DeLeon will conduct an audit of past and newly registered good neighbor captains.

Member Grace Stencil voiced concerns of Good Neighbor Captains being left out of the loop with information and updates.

ITEMS FOR FUTURE AGENDAS

MEMBER COMMENTS: Multiple members made comments

NEXT MEETING: March 28th 2023 at 9:30 a.m.

ADJOURNMENT: 10:51 AM

SUBMITTED BY:



[Eric R. Nuñez \(Feb 18, 2023 18:31 PST\)](#)

Chair Nuñez