

**Minutes of Citizen's Advisory Commission on Civil Defense Meeting  
Department of Emergency Management EOC  
Thursday, April 11, 2019:**

CALL TO ORDER: Chair Jerald Dolak called the meeting to order at 10:02 a.m.

MEMBERS PRESENT: Commissioner Richard Peterson and Commissioner Glenna Wong

IN ATTENDANCE: Director Hirokazu Toiya (DEM), Nicole Nakata, and Cori Yamada

1. APPROVAL OF THE MINUTES OF FEBRUARY 14, 2019

- a. Commissioner Wong moved to approve the minutes of February 14, 2019; Commissioner Peterson seconded, there being no comments or corrections the minutes were approved as adopted.

2. CHANGES IN DEM STAFF:

- a. Director Toiya introduced Cori Yamada as the new DEM secretary with the departure of the previous secretary Karen Paaga who left at the end of March 2019.
- b. Director Toiya informed the commissioners that DEM have added two AmeriCorps VISTAs to the staff as of mid-February.
- c. Director Toiya explained that they are focusing on increasing and improving the community outreach program.
- d. Commissioner Wong asked Director Toiya to give an example of what the AmeriCorps Vistas do in their outreach to vulnerable communities. Director Toiya explained that one example is to work with the Micronesian Community to establish relationships and targeted outreach on disaster preparedness. Resources include disaster preparedness flyers that are translated in Chuukese and Marshallese.

3. MAKANI PAHILI:

- a. DEM Staff Officer Nicole Nakata gave an overview of Makani Pahili 2019, that it is the annual hurricane exercise. She explained that it works in 3 phases. Phase one being the Crawl Phase, which consists of training and workshops. Phase two being the Walk Phase that consists of Table Top Exercises. And phase three being the Run Phase which consists of full-scale exercises. Nakata also shared the dates of the Debris management training. Chair Dolak asked where the debris workshops are being held. Nakata informed him that they are held at HI-EMA.
- b. Chair Dolak stated that in the last workshop he attended, he learned that in other areas, they separate debris, for example vegetation, appliances, and concrete for it to be removed after a disaster.

4. FISCAL YEAR 2020 BUDGET:
  - a. Director Toiya shared with the commissioners that the total operations budget is approximately 1.5 million dollars.
  
5. DEM PRIORITY FOR NEXT FISCAL YEAR:
  - a. Director Toiya stated that the priority for the next fiscal year is to update the emergency plan, as the last update was done in 2007 with minor updates in 2014.
  - b. Director Toiya expressed that the focus is on City preparedness, reducing vulnerabilities and educating the public by enhancing community preparedness.
  - c. Director Toiya's plan is for the DEM staff is to bring more focus to their work, and have more long term planning in place going forward.
  
6. COMMISSIONERS REPORT:
  - a. None
  
7. ANNOUNCEMENT:
  - a. The next Commission meeting will be held on Thursday, June 13, at 10 a.m. in the DEM EOC.
  
8. ADJOURNMENT:
  - a. No other business, Chair Dolak moved and Commissioner Peterson seconded that the Commission end its meeting. It was adjourned at 10:35 a.m.