

Town of Pomona Park

Emergency Management Workshop Minutes

May 20, 2025 | 6:00 PM

Pomona Park Town Hall – 1775 US Hwy 17 S, Pomona Park, FL 32181

Call to Order

The Emergency Management Workshop was called to order by Mayor Anthony Cuevas at 6:00 PM.

Roll Call

Present:

Mayor Anthony Cuevas

Councilman Swanson

Councilwoman Linkswiler- absent

Councilwoman Evans

Councilwoman Mead

Councilwoman Kuleski

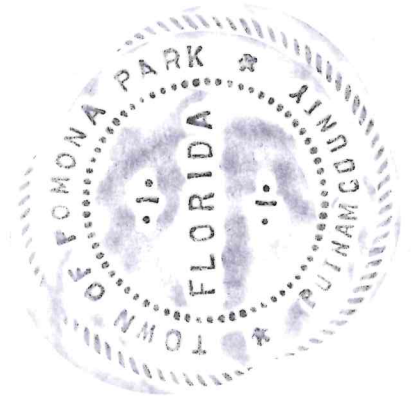
Councilwoman Cooney

Also Present:

Town Clerk Andrea Almeida

Public Works Superintendent Bruce Wolfred

Finance Officer Jennifer Paul



Purpose of Workshop

Mayor Cuevas welcomed everyone and explained the purpose of the workshop was to review and improve the Town's preparedness and response procedures in the event of a natural or man-made emergency.

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Presentations & Discussion

Bruce Wolfred reviewed his PowerPoint and explained the need to cover multiple types of emergencies. Bruce explained the process for the State of Florida and the ever-changing emergency management system. Bruce explained the process of having a chain of command and the reimbursement process. Bruce explained the Emergency Management Structure- Federal, State, Lead Agency. Bruce reviewed the five stages of an Emergency- Prevention, Mitigation, Preparedness, Response, Recovery. Bruce explained the town's response after an emergency. The first process is checking any facilities that is town owned for damage. Councilman Swanson asked about using Churches for an EOC building if need be. Bruce explained the process of making the decision of where the EOC will be set up. Bruce reviewed the 2025 Hurricane Forecast; he explained the impact predictions for this year. Bruce explained the required action for the SOP. ECO, Emergency Coordinating Officer, IO information officer, Emergency Phone number, Order of Succession, Mutual Aid, Develop SOP for each position. Bruce explained the two town officers are the starting point for all information. Bruce recommends working with the local municipalities to have a mutual aid agreement. Councilman Swanson asked about the FEMA being kicked down to the state level. Bruce explained his experience with FEMA. Bruce explained the different staging areas for the town. Councilwoman Cooney asked about Equipment rescue. Mayor Tony spoke about how the incident command could have the staff placed in the emergency areas. Bruce reviewed the process for shelters and EOC buildings. Councilwoman Kuleski explained the school buildings in construction for shelters. Councilman Swanson asked about Bruce being deployed. Bruce explained the staff do not have the ability to handle this situation. Councilwoman Kuleski asked about the EOC and having someone in the building. Bruce explained the process of what someone in the seat at the EOC would be needed for to communicate with the Town Clerk. Larry Flaman asked about equipment and the laydown area for debris. Councilwoman Kuleski explained how the county steps in depending on the severity of the damage. Larry Flaman asked about the assistance from the county. Bruce explained that all requests go through county. Councilwoman Kuleski explained the Putnam alert system.

Bruce explained the need for adjustments for the Emergency Procurement Threshold increase during an emergency. Bruce recommends that during a declared emergency to \$5,000. For reasons such as renting equipment would be needed for a week. Bruce explained the need for on-call pay for the staff during the state of an emergency. The recommendation would be for \$50 for a 24-hour period while on call. Bruce reviewed the

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policy suggestions. It was explained how the process works and to change the policies. Councilwoman Cooney asked about the Emergency Support Function.

Public Comment

none

Adjournment Councilwoman Evans motioned to adjourn.

The Emergency Management Workshop was adjourned at 7: 12PM.

Anthony Cooney
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