



Morongo Band of Mission Indians
Emergency Operations Center
11581 Potrero Road
Banning, CA 92220

Planning Meeting Agenda

Action Item	Responsible Position(s)
1. Briefing on Situation and Resource Status	Operations Section Chief
2. Set/Review Objectives	Planning Section Chief and EOC Manager
3. Identify Assignments and Boundaries	Operations Section Chief
4. Identify Resource Needs	Operations Section Chief and Planning Section Chief
5. Identify Safety Mitigation Measures	Safety Officer
6. Specify Facilities and Locations	Operations Section Chief, Planning Section Chief, Logistics Section Chief
7. Develop Resources and Personnel Order	Logistics Section Chief
8. Consider Communications, Medical, Traffic, and Demobilization Planning Requirements	Planning Section Chief and Logistics Section Chief
9. Identify Financial Issues	Finance Section Chief
10. Identify Assisting and Supporting Agency Issues	Liaison Officer
11. Information Issues both External and Internal	Public Information Officer
12. Finalize and Approve EOC Action Plan	Planning Section Chief and EOC Manager