



## Santa Monica College

# Response to Regional Fire Disaster January 2025

## Summary

This report is a compilation of actions taken by Santa Monica College staff, departments, and special work teams in response to the devastating fires that began in Los Angeles on January 7, 2025. Detail pages by area of responsibility follow this summary and outline steps taken to minimize impacts, ensure the safety of faculty, staff, and students, accommodate displaced businesses, churches, sports leagues, and schools, and participate in recovery and relief efforts.

On Tuesday, January 7, 2025, with critical fire weather and wind gusts for coastal areas predicted to reach between 60 and 70 miles per hour, the Santa Monica College Emergency Operations Team made the decision to close the Malibu Campus. At 10:38 a.m. that day, a fire erupted along the Temescal Ridge Trail in Topanga State Park.

As the fires ignited throughout the region (Eaton in Altadena and Hurst in Sylmar), SMC shifted to remote learning from Wednesday, January 8, through Friday, January 10. Staff, except for Campus Police and Maintenance & Operations, were asked to work remotely. Air quality improved, and

evacuation orders and warnings were lifted for Santa Monica over the weekend (January 11-12), so the decision was made to resume in-person learning on Monday, January 13.

At this time, Santa Monica College campus facilities in Santa Monica and Los Angeles have experienced no damage. Smoke and ash are diminishing, and Maintenance and Operations staff are working diligently to maintain classrooms and grounds to ensure they are safe for students, faculty, and staff. The SMC campus in Malibu has sustained no damage but remains closed.

An initial count indicates that 17 faculty and staff have lost their homes, and an additional 37 staff have evacuated and did not know the status of their homes. SMC has also identified 600 students who live within the fire perimeter and the mandatory evacuation zone. An initial survey indicates that 75 students have lost their homes, and 18 students have reported that their homes sustained damage. In addition, 209 students reported having to evacuate their homes during the fires. The college has spoken to a portion of these students directly, and a wide range of needs are reported as they attempt to put their lives back together. Anecdotally, there was an overwhelming desire to stay connected to SMC and continue their studies to regain a sense of normalcy. In the coming weeks and months, SMC will provide, among other things, material and financial support, flexible schedules, mental health counseling, and resources to faculty, staff, and students whose homes were damaged or lost.

# Campus Police

Santa Monica College Police Department's (SMCPD) response to the regional fires:

## Timeline of events –

- On 1/7/2025 SMCPD started to monitor conditions at Malibu due to the LA County bulletin on “Extreme Fire Weather and Major Wind Event.
- Late morning of the 7<sup>th</sup> reports of the Palisades fire starting and that roads down PCH would be closed and a need to determine if Malibu needed to be closed was discussed with senior staff.
- At 12:03pm Police sent out a District wide Bulletin closing the Malibu Campus and alerting the campus that EOT and Senior Staff were monitoring conditions. Link to resources given.
- 3:45pm the decision to suspend M and O services to Malibu. On site CSOs directed to close the building and water down the building and then evacuate safely.
- 4:11 PM District Bulletin sent from PD regarding monitoring of wind, air quality and campus closures. It was decided that Malibu would remain closed on January 8<sup>th</sup>.
- The evening of 1/8/2025 Senior Staff and EOT met regarding the decision to cancel in person classes and services. Bulletin sent at 10:57pm. Instructions to staff, faculty and students with Essential Personnel and M and O staff to report to work.
- 1/8/2025 PD reported out on the update as of 9:30am regarding the Palisades Fire, weather conditions, Utility updates, evacuation orders and traffic closures. PD also communicated with City PD, Emergency Operations Center, SMMUSD, KCRW, Madison Project, Growing Place and Lost Hills Sheriff's station.
- 1/8/2025 - Damage assessment conducted and tree down at Bundy with debris all over the campus due to high winds.
- 1/8/2025 determined that Power was out and no camera reception. LASD responded and determined our doors were locked and no damage.

- 1/8/2025 around 11:00 am air quality has gotten worse and PD distributed N-95 for outdoor use and work outdoors were limited to essential services.
- 1/8/2025, 3:00pm SMPD requested the use of the PAC parking lot for their command post and advised that the evacuation zone for the city has increased.
- 1/8/2025 – 4:07pm Bulletin and notification is made to the campus community to be remote through Friday, January 10, 2025.
- 1/09/2025– PD notified of a possible Donation Drive at the Bundy campus.
- 1/9/2025 various message sent out regarding fire updates, and support services.
- 1/9/2025 – Ben Allen announced the use of SMC PAC as a location for insurance assistance on Sat and Sun January 18-19, 2025, PD makes plans with City for deployment and security for the event.
- 1/9/2025 – at 3pm mandatory safety measures put in place for mask use on Jan 9 and 10<sup>th</sup>.
- 1/9/2025 – Purple Air monitors updated on all campuses.

### **Highlights of Campus Police Contributions to Disaster Recovery**

- Santa Monica PD Command Post Operations: Worked with SMC partners to make the PAC Campus available to the Santa Monica Police Department where they temporarily located their Command Post from January 9-15, supporting coordinated emergency response efforts.
- Daily Briefs to SMC Senior Staff and Emergency Operations Team: Delivered regular updates to Santa Monica College Senior Staff and the Emergency Operations Team, ensuring timely and accurate information sharing for coordinated decision-making.
- Closure and Inspection of the Malibu Campus 1/13/2024: Ensured the campus was safely closed and conducted thorough checks to assess any potential impacts or hazards from the fire.

- Tactical Alert Scheduling: Implemented a tactical alert schedule for SMCPD employees on January 12-14, ensuring adequate staffing and preparedness during the fire-related emergency.
- Support for the Donation Drive: Assisted with the donation drive organized at the Bundy Campus, facilitating logistics and providing support to ensure the event's success.

# Impacts to Faculty, Staff, and Students

A survey went out to employees and the student body on January 13 inquiring about how individuals and families have been affected by the recent wildfire tragedy.

**For students**, that survey garnered 606 responses so far. Of the students who responded,

- **75** reported that their home/property was damaged or destroyed and not currently livable.
- **18** reported damage to their homes but livable conditions.
- **209** separate students reported that they had to evacuate their home during the tragedy.

We've spoken to a portion of these students directly and there is a wide range of need reported as they attempt to put their lives together. Anecdotally, there was an overwhelming desire to stay connected to SMC and continue their studies as a sense of normalcy.

Additionally, a report was generated to find students who had addresses on file within the evacuation zone and students with addresses within the areas where we know fires were active.

That report showed,

- 276 students within the evacuation zone, and
- 324 students with addresses in the zones with active fires.

For employees who were surveyed, we received 142 responses so far.

- **9** reported their homes have been damaged or destroyed and are not livable.
- **32** reported having to evacuate and some do not know the status of their home.

According to Human Resources, the number of employees who have lost their homes is higher than the survey results based on individual conversations.

We expect both numbers to increase as the survey continues to be made available and people have time to respond.

# Facilities – Maintenance & Operations

Santa Monica College campus facilities in Santa Monica and Los Angeles have experienced no damage. Smoke and ash are diminishing, and Maintenance and Operations staff are working diligently to maintain classrooms and grounds to ensure they are safe for students, faculty, and staff. The SMC campus in Malibu has sustained no damage but remains closed.

During the fire, college staff worked remotely, but Maintenance and Operations staff were asked to work on-ground, unless they lived in an area directly affected by the fires.

Below is a summary of major work efforts accomplished before, during, and after the disaster.

- Closed Outside Air Intake on HVAC Units
- Turned Off HVAC Unit in Malibu
- Monitored wind speed and direction, AQI, and emergency alerts.
- Restricted access to locations under Contractor Scaffolding at Drescher Hall for safety
- Opened and supported Mobile Command Center for SMPD at PAC
- Conducted Routine Interior Cleaning
- Prepared for Return to Campus
- Hosed down outside areas
- Conducted Special Interior Cleaning
- Continued services to Command Center at PAC
- Delivered equipment and necessary items to Bundy for Disaster Relief efforts
- Prepped Gym for distribution of items received during Disaster Relief event
- Sanitized Field
- Distributed Air Purifiers as necessary

## Completed Wildfire Actions for Air Quality

1. Closed outside air intakes. Cycle indoor air through MERV 13 Filters.
2. Increased run time to 24/7 to provide constant filtration of air.
3. MERV 13 Filters replaced every 4 months. Due to the amount of time required for filter replacement in all equipment a rotating schedule is necessary and replacement is performed continuously throughout the year.
4. Indoor Air Purifier have 2 types of filters 1. Carbon washable 2. Hepa replaceable filter. These units have a red light when filter need attention. Staff respond to Work Order Requests and service as required.
5. Wash down outside areas to reduce airborne particulate.
6. Sanitize field at increased intervals.
7. Monitor AQI. Purple Air, AQMD, Google Air and AirNow. To follow guidance and insure safety
8. Review end of shift reports and meet with staff that have expressed concerns

# Disaster Communications

January 7, 2025



*Sent on behalf of SMC Chief of Police Johnnie Adams*

The Malibu campus will be closed this afternoon due to road closures affecting access to the campus. There is currently a brush fire in Pacific Palisades and the Emergency Operations Team is actively monitoring conditions. Please visit the SMC Emergency Preparedness page to get tips on what to do in an emergency.

<https://admin.smc.edu/administration/emergency-preparedness/>

Johnnie Adams  
Chief of Police, Santa Monica College  
1718 Pearl Street, Santa Monica, CA 90405  
Work – (310) 434-4302  
Cell – (213) 304-8417



FBI National Academy Session 222, Past President  
For 24/7 emotional support for SMC students, please call (800) 691-6003

# Disaster Communications

January 7, 2025



*Sent on behalf of Senior Administrative Staff and the Emergency Management Team*

The Palisades Fire is rapidly spreading north of Santa Monica in the Pacific Palisades neighborhood. Currently, the wind is from the NNE and pushing the fire away from SMC. Several people have inquired about air quality and the air quality is actually very good. You can view real time monitoring from purple air at the following link. <https://map.purpleair.com/air-quality-standards-us-epa-aqi?opt=%2F1%2Fp%2Fa10%2Fp604800%2Fc0#12.76/33.99293/-118.45008>. Here is the matrix that the College uses to determine levels of health concerns and any impact on college operations including campus closures that unhealthy air can bring.. <https://admin.smc.edu/administration/emergency-preparedness/documents/smc-aqi-levels.pdf> **The Malibu Campus will remain closed through Wednesday, January 8<sup>th</sup>, 2025.** Monitor your email and the SMC website for any updates.

Vice President of Academic Affairs, Jason Beardsley will be contacting faculty to be flexible with students who may be impacted by the Palisades fire. Employees who may be affected should contact their supervisor and Campus Human Resources

I also would encourage you to sign up for the City of Santa Monica's alerts by signing in below. <https://www.santamonica.gov/process-explainers/how-to-sign-up-for-sm-alerts>

This is the current update from the City:

The city of Santa Monica is closely monitoring the Palisades Fire and working with resources at the wildfire's Command Post to assist evacuations and traffic along Pacific Coast Highway (PCH). The Los Angeles Fire Department is the lead agency on the fire and Santa Monica Fire Department has deployed mutual aid.

There is currently no threat to Santa Monica and no evacuation orders within the city. Evacuation maps from Cal Fire can be viewed here.

Fire incidents are dynamic and can change. Information on how to create a personal action plan can be found at LA County Ready! Set! Go! Information from the city of Santa Monica on how to prepare for wildfire emergencies can be found here.

To assist with current Palisades Fire evacuations, the following closures are in place until further notice:

- Westbound I-10 at Lincoln Boulevard and northbound PCH
- Northbound Ocean Avenue, 7th Street and 26th Street
- Access points for northbound PCH at Moomat Ahiko and California Incline
- Annenberg Community Beach House

BBB Route 9 service has been suspended.

Residents are asked to avoid non-essential travel in northern portions of the city to facilitate evacuations and assist first responders.

# Disaster Communications

High winds are anticipated to continue at least through noon tomorrow, Jan. 8. [Sign up for SMAAlerts](#) to receive any emergency information pertinent to the city.

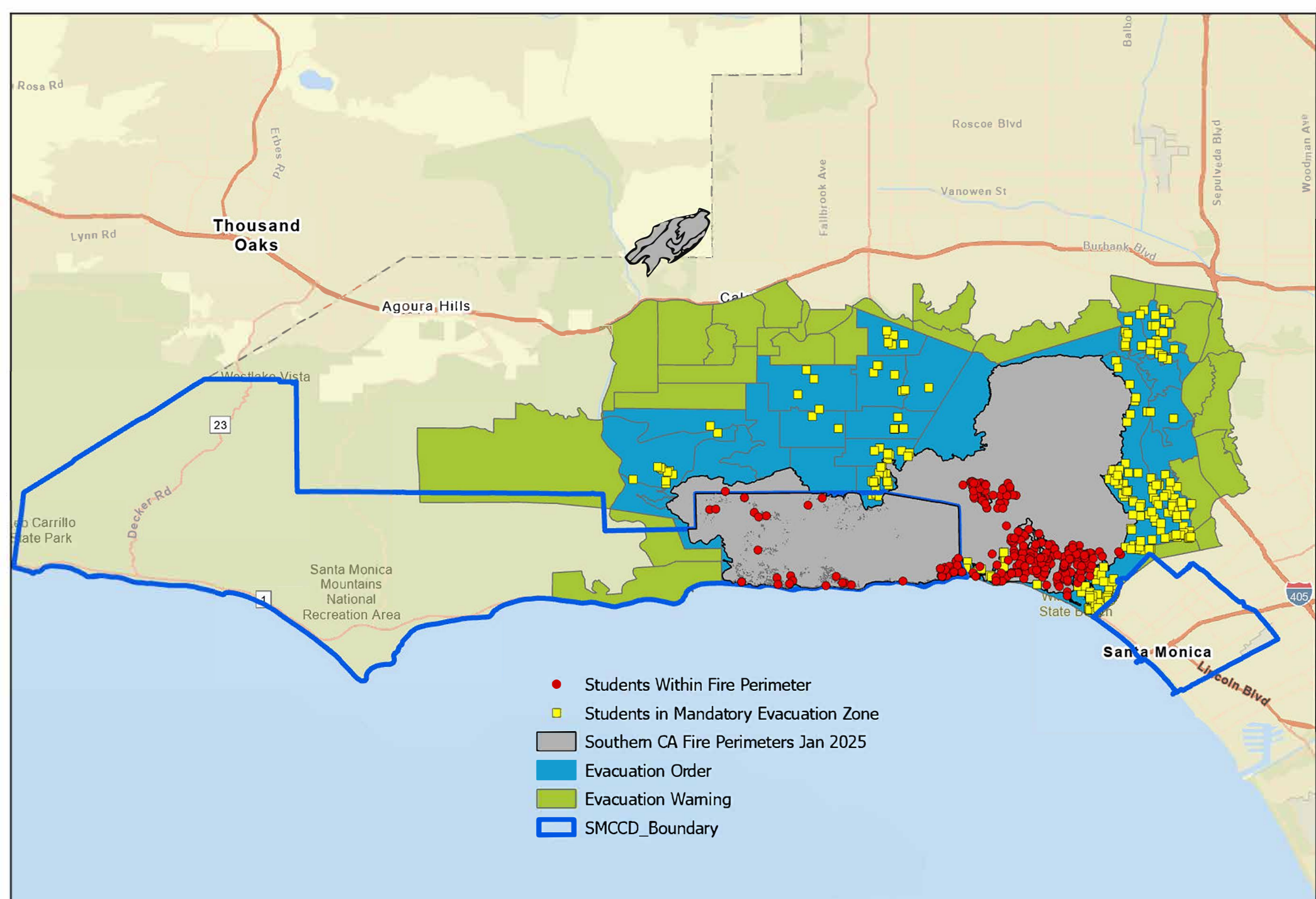
Incident Information/Website: [Alerts | Los Angeles Fire Department](#), [Palisades Fire | CAL FIRE](#)

Evacuation Center: Westwood Recreation Center, 1350 S. Sepulveda Blvd, 90025

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Chief of Police, Santa Monica College  
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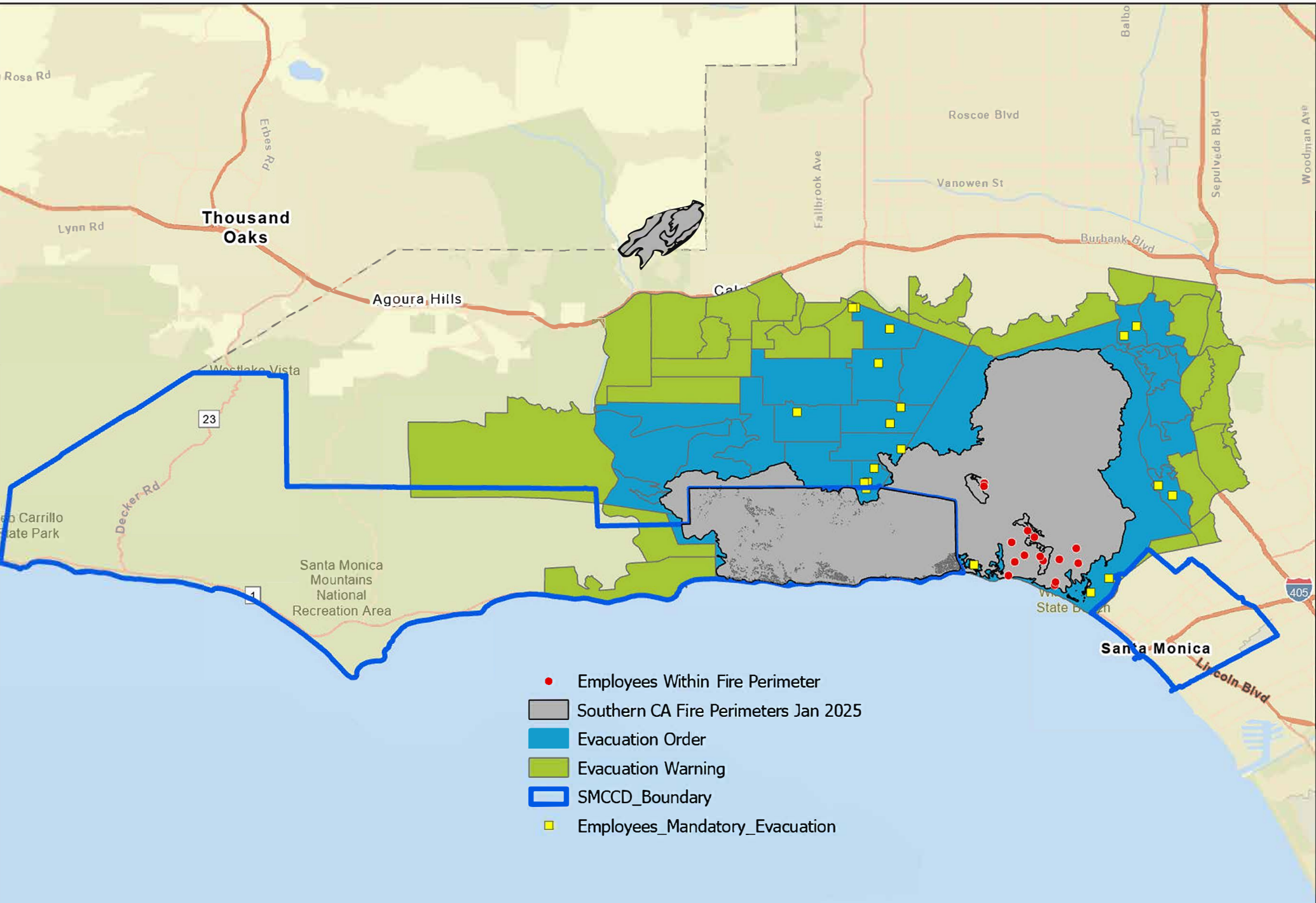


FBI National Academy Session [222](#), [Past](#) President  
For 24/7 emotional support for SMC students, please call (800) 691-6003



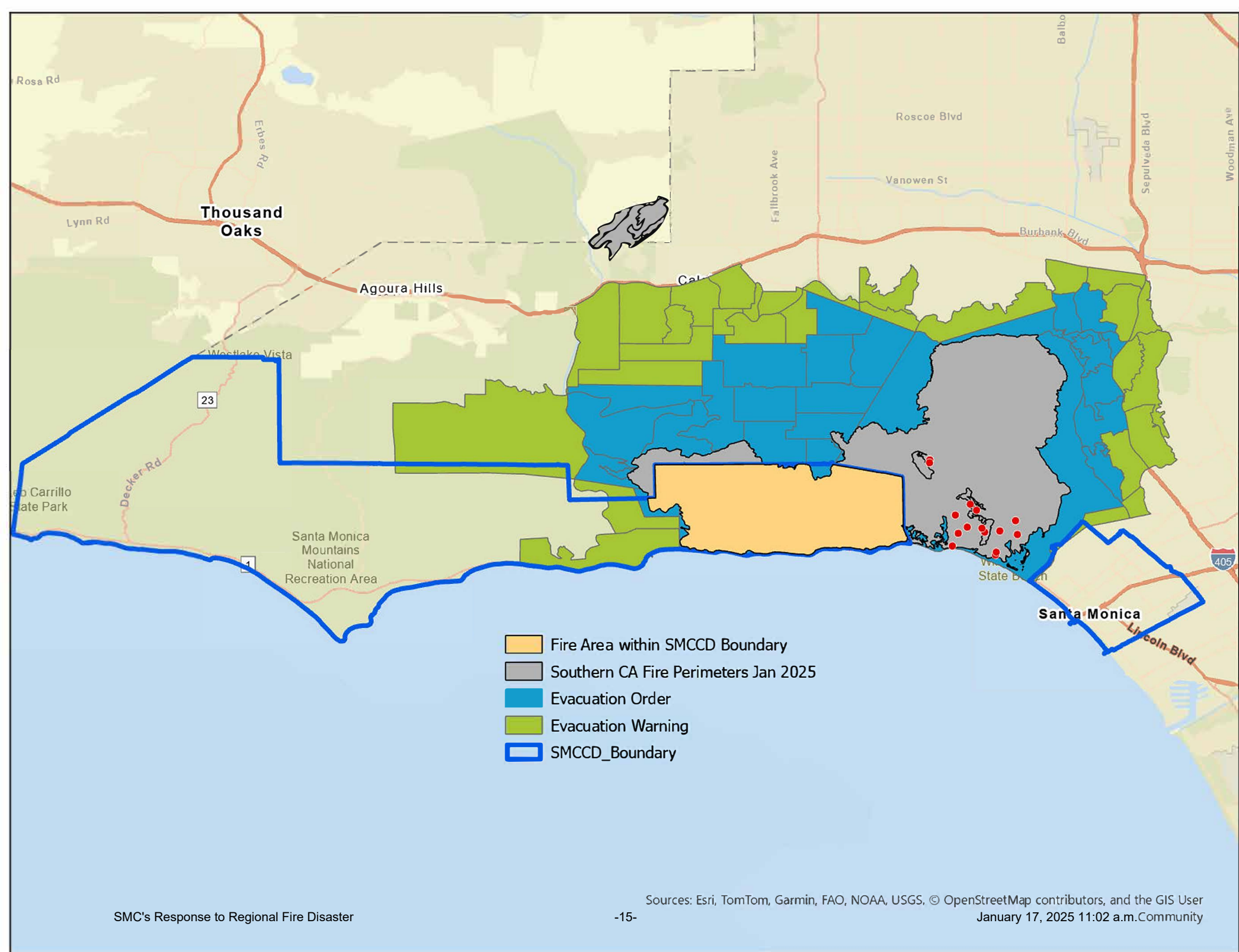
# 324 Students Within Fire Perimeter - 276 Students in Mandatory Evacuation Areas

Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User



## 25 Employees Within Fire Perimeter - 24 Employees in Mandatory Evacuation Areas

Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User

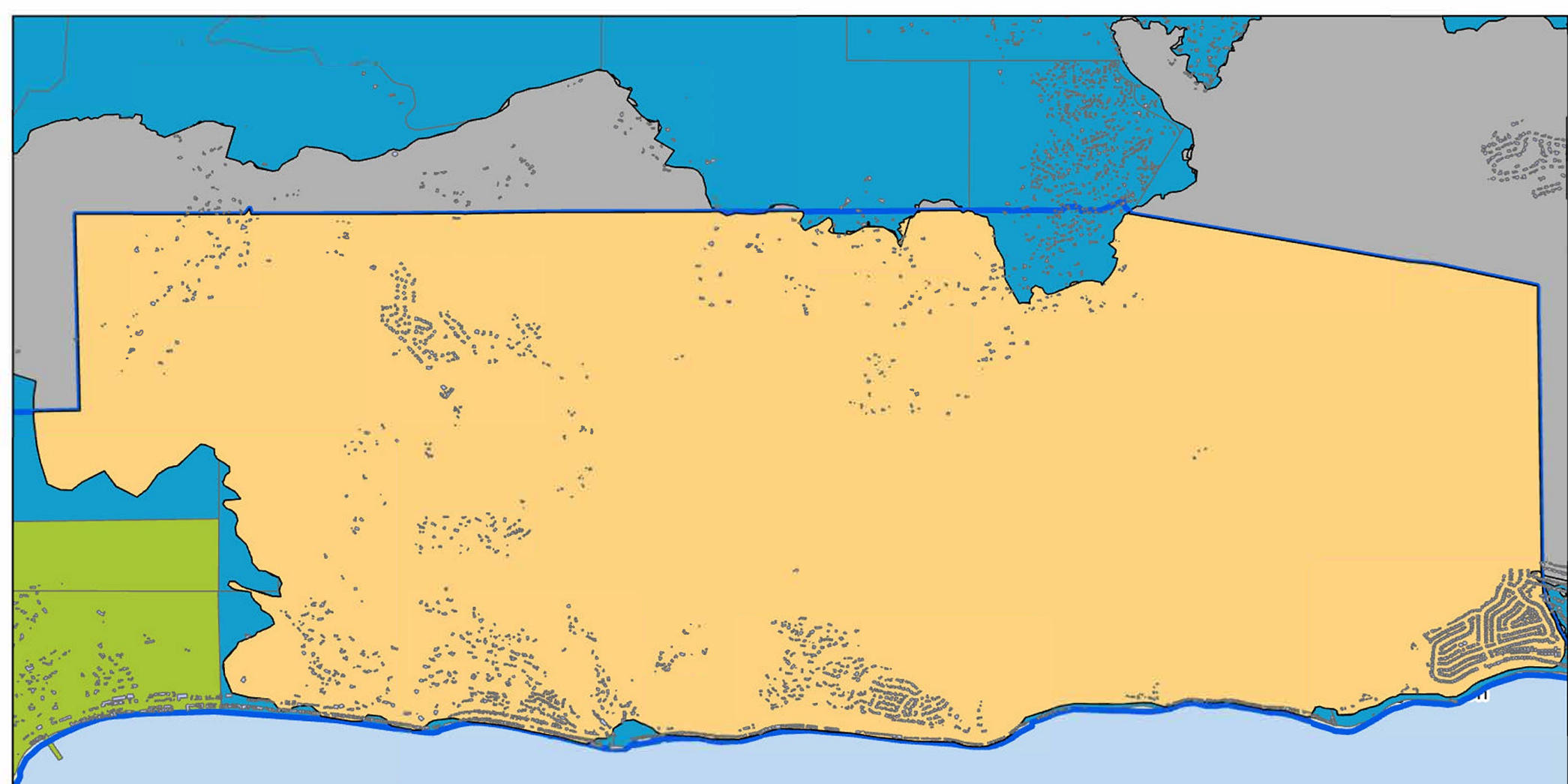


Thousand Oaks

Agoura Hills

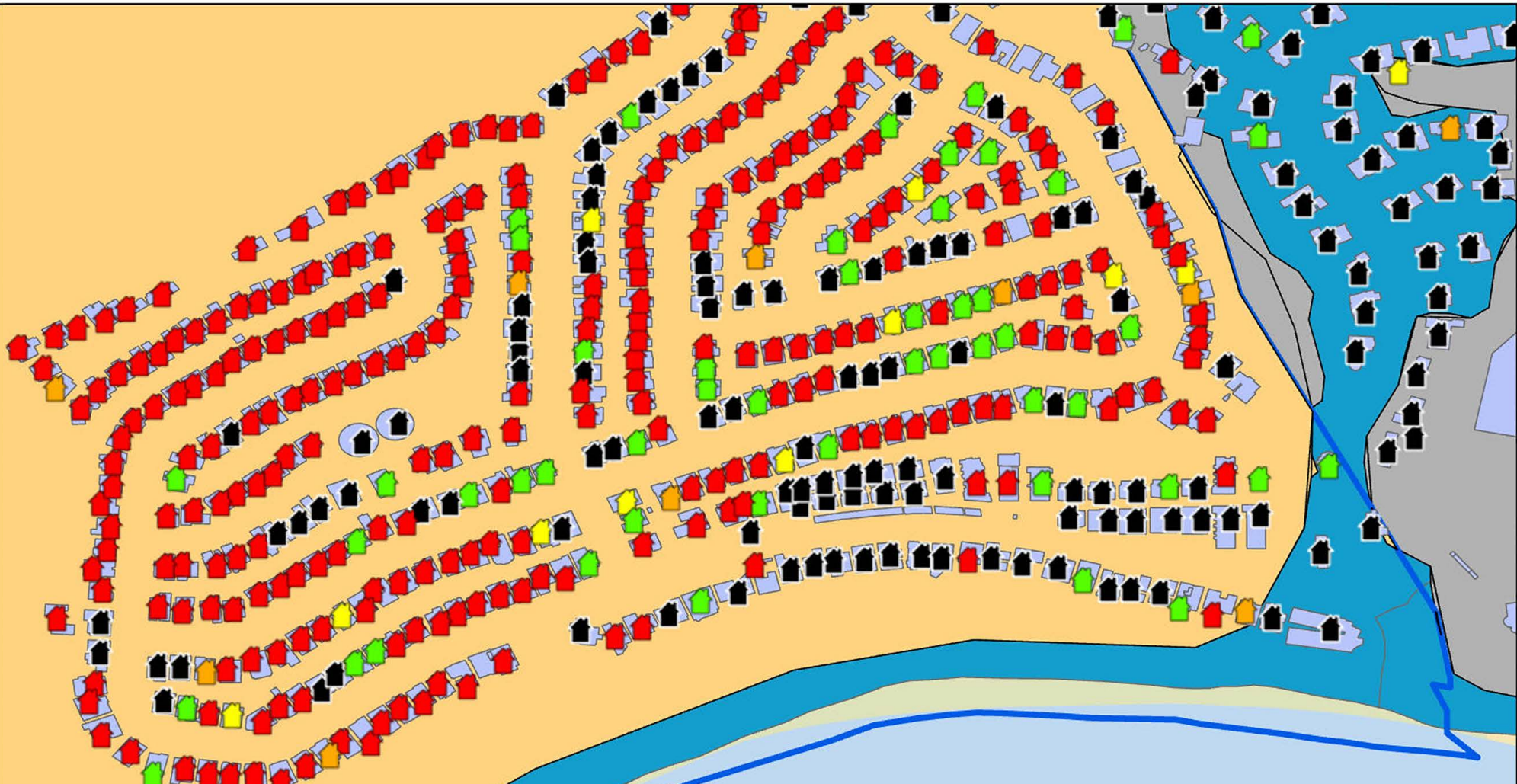
Santa Monica

- Fire Area within SMCCD Boundary
- Southern CA Fire Perimeters Jan 2025
- Evacuation Order
- Evacuation Warning
- SMCCD\_Boundary



- LARIAC7\_BUILDINGS\_2023
- Fire Area within SMCCD Boundary
- Southern CA Fire Perimeters Jan 2025
- Evacuation Order
- Evacuation Warning
- SMCCD\_Boundary

## 2,232 Buildings within Fire Area within District



- |  |                  |                  |
|--|------------------|------------------|
|  | Destroyed (>50%) | Destroyed (>50%) |
|  | Major (26-50%)   | Major (26-50%)   |
|  | Minor (10-25%)   | Minor (10-25%)   |
|  | Affected (1-9%)  | Affected (1-9%)  |
|  | Inaccessible     | Inaccessible     |
|  | No Damage        | No Damage        |

## Damage Assessment in Progress Shows Significant Destruction

Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User  
 January 17, 2025 11:02 a.m. Community

# Disaster Communications

January 8, 2025



*Sent on behalf of SMC Senior Staff and the Emergency Operations Team*

Santa Monica College is canceling in-person classes and services for Wednesday, January 8, 2025, and most employees are also to work remotely due to the regional impacts of the Palisades Fire.

Essential personnel and Maintenance & Operations staff should report to work, although area supervisors are being asked to make accommodations for any employees directly impacted by the current conditions.

**Faculty:** If you teach in-person, please do what you can to pivot to remote instruction tomorrow, January 8. We understand that not all classes *can* be quickly pivoted to remote instruction and that some cancellations may need to occur. Please communicate with students about your plans for any class meetings on Jan. 8.

**Students:** if possible, please check Canvas and your SMC email for any updates from your instructor about remote or alternate class meeting arrangements. Student services will only be available remotely.

**All Employees:** please touch base with your respective supervisors, if you are able.

SMC emergency personnel will be on-site and monitoring conditions throughout the night. Please check your SMC email for the latest updates, as well as: [smc.edu/announcements](https://smc.edu/announcements). Updates are also posted on [SMC's official social media channels](#), including X: [@SMC\\_edu](#).

Here are some important resources to stay prepared:

- [Emergency Survival Guide](#)
- [Family Emergency Plan](#)
- [Household Communication Plan](#)
- [Business Preparedness](#)
- [Animal Preparedness](#)

Thank you for your flexibility, and please stay safe.

SMC Senior Staff and the Emergency Operations Team

# Disaster Communications

January 9, 2025

*Sent on behalf of Daniel A. Phillips, Director Safety & Risk Management*



January 9, 2025

Due to the current air quality conditions from the wildfires, we are implementing mandatory measures to protect employees working on campus from wildfire smoke. This message is based on CalOSHA regulation 5141.1 that applies to protection from wildfire smoke. Our indoor locations are exempt from the rule. For those outdoors, there is an exemption if the exposure is less than one hour during a shift.

Please review and adhere to the following guidelines immediately:

**1. Outdoor Safety - N95 Respirators Required:**

- o All staff are required to wear an N95 respirator while working outdoors on campus.
- o To wear an N95 respirator, you must first [complete and sign the voluntary use agreement, linked here](#). Please submit the signed document to Risk Management.

**If you need an N95 respirator immediately**, bring your signed Voluntary Use Agreement form to the Police Department at 1718 Pearl St. to obtain the respirator. **If you can wait until next week**, contact Lisa Davis in Receiving to arrange for delivery.

**2. Indoor Precautions:**

- o Keep all windows and doors closed while indoors to ensure indoor air quality.
- o Our indoor locations are exempt from wearing an N95.

These measures are essential to safeguard your health and well-being during this period of compromised air quality. Your cooperation is greatly appreciated and critical in maintaining a safe campus environment.

If you have any questions, please contact Daniel Phillips in Risk Management.

Thank you for your attention and compliance as we work together to prioritize our collective safety.

**Daniel A. Phillips CSP, MS, MBA, JD**  
**Director Safety & Risk Management**  
Santa Monica College | 1900 Pico Boulevard.  
Santa Monica, CA 90405  
T: 310.434.4318 | [www.smc.edu](http://www.smc.edu)

# Disaster Communications

January 9, 2025



Office of the Superintendent/President  
Santa Monica College

*Kathryn E. Jeffery, Ph.D.*

January 9, 2025

Dear SMC community:

We have been devastated, watching the fires in the Los Angeles area that have resulted in tragic losses of life, homes, entire communities, and many lifetimes' worth of memories. It is a catastrophe that has upended thousands of lives and leaves a trail of destruction that is incomprehensible.

Many within the SMC community including colleagues, students, and their families have had to evacuate, lost homes, or are under evacuation warnings. College leadership and the Emergency Operations Team have been monitoring the conditions around all of SMC's campuses. The SMC Police Department and Maintenance & Operations have been monitoring the college's campuses for damage and ensuring that our facilities are ready for on ground operations serving students and colleagues as soon as conditions are right. The SMC IT Department has checked our networks to ensure communication systems are working properly.

**We are mobilizing and partnering with state and local officials on ways to extend resources and support to those in our community who are directly impacted.**

**If you have been impacted by the fires:**

A curated webpage has been put together and will continually be updated with community-based resources for students, faculty, and staff. It can be found by visiting [smc.edu/disasterrelief](https://smc.edu/disasterrelief). Please check this page if you or someone you know needs support.

We would like to be able to offer relevant support as needed to those most directly impacted. If you feel comfortable, please notify your respective manager(s) if you were affected or displaced by the fires. Human Resources will attempt to capture this information and reach out to you directly to provide assistance.

**If you become aware of students who have been impacted by the fires:**

As you encounter students who are experiencing basic needs insecurity, symptoms of trauma, or need additional support, please contact the [Care and Prevention Team \(CPT\)](#), the [Basic Needs Department](#), and/or [the Center for Wellness and Wellbeing](#) to determine appropriate intervention and/or

# Disaster Communications

The ***Santa Monica Community College Disaster Support Fund*** has been established to support SMC students, faculty, and staff impacted by the fires. This fund will help provide resources for temporary housing, food, water, clothing, transportation, and school materials to support immediate needs. If you are able, please donate to support our campus community by visiting <https://foundation.smc.edu/areas-to-support/smc-disaster-support.php#funds>.

The college's leadership and Emergency Operations Team will continue to monitor this crisis around the clock as we have been doing since the fires broke out. We will do our utmost to provide helpful, timely, and accurate information so please continue to check your SMC email, [SMC social media](#), and [the college website](#) regularly.

The recent fire events across LA area and neighboring communities have been witnessed not only locally, but also across the state and the nation. There is heartfelt care and compassion for all touched by this devastation. Our hearts are with all who have lost loved ones, homes, irreplaceable photos, and personal treasures. We are tremendously grateful to the first responders and everyone working to mitigate the fires that have ravaged the beautiful communities we call home. In the spirit of how we do things at SMC, we will work together to navigate the tremendous losses of our SMC family to find our way through this.



Kathryn E. Jeffery, Ph.D.  
Superintendent/President

# Disaster Communications

January 13, 2025

*Sent on behalf of Center for Wellness and Wellbeing.....*

Dear Colleagues,

The demand for timely and accessible mental health support resources for SMC students is more significant than ever.

To meet the growing need for services, the Center for Wellness & Wellbeing is proud to announce its partnership with tbh (to be honest), a free on-demand, personalized mental health support platform.

SMC students have access to tbh counseling services seven days a week and on holidays, including one-on-one coaching, group sessions, peer-to-peer support, and a plethora of blogs and self-help videos. Please share this excellent resource with SMC students you believe may benefit from it. Thank you for all you do to support SMC students.



Susan Fila, PhD, LCSW ([she, her, hers](#))  
Dean, Health and Wellbeing (*interim*)  
Santa Monica College  
Phone – (310) 434-4433

For 24/7 [emotional support for SMC students](#), please call (800) 691-6003  
[National Suicide and Crisis Lifeline](#), please call 988  
Crisis text line @ text "Courage" to 741741  
Call or Text BlackLine: Prioritizes BIPOC (Black, Indigenous, and People of Color) (800) 604-5841  
Call Trevor Project for LGBTQ+ (866) 488-7386

# Disaster Communications

January 13, 2025

## How You Can Help Our SMC Community in Need

If you are looking for ways to support our SMC students and employees during this unprecedented emergency, please visit the [SMC Disaster Support webpage](#).

### Volunteer

We are looking for volunteers to support our clothing and food donations. Volunteers ages 18 and above are invited to come and assist us in collecting and sorting items on **Monday, January 13<sup>th</sup>** and **Tuesday, January 14<sup>th</sup>**.

### Donate Funds

The **Santa Monica Community College Disaster Support Fund** has been established to support SMC students, faculty, and staff who have been impacted by the fires across Los Angeles County.

### Donate Clothing

SMC Foundation is collecting food, clothing and hygiene products that will be distributed to members of the Los Angeles community in need.

### Donate Food

We will be hosting food drives to support those in need who may not have access to sufficient food. We will be collecting ready-to-eat items such as instant soup, pop-top canned goods, cereal, granola bars, and shelf-stable items.

# Disaster Communications



SANTA MONICA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES:

Dr. Nancy Greenstein, Chair; Dr. Sion Roy, Vice Chair; Anastasia Foster,  
Dr. Margaret Quiñones-Perez; Dr. Tom Peters; Rob Rader;  
Daniel Martinez Garcia, Student Trustee; Kathryn E. Jeffery, Ph.D., Superintendent/President

Santa Monica College | 1900 Pico Boulevard, Santa Monica, CA 90405 | [smc.edu](http://smc.edu)

# Disaster Communications

January 16, 2025



Office of the Superintendent/President  
Santa Monica College

*Kathryn E. Jeffery, Ph.D.*

January 16, 2025

Dear SMC community:

First and foremost, my deepest gratitude to each of you for your dedication, resilience, and flexibility during the recent fires that have devastated the Los Angeles region and upended so many lives within the Santa Monica College community and beyond. Your steadfast commitment to supporting SMC students and each other truly embodies the spirit of Santa Monica College. "SMC Cares" has proven to be more than a slogan—it is a way of being, of demonstrating that in times of great adversity, this community shows up for each other, and those who need our help. In the face of immense challenges brought on by these devastating wildfires, SMC faculty, classified professionals, and managers have risen to the occasion to ensure that instruction continues, vital services and business operations remain accessible to our community, and SMC students remain on track to fulfill their goals.

We understand the significant impact the wildfires have had on our SMC community, and steps have been taken to better comprehend and address those challenges. A survey was recently sent to students and employees to assess the wildfires' effects, and we have also engaged in intentional outreach to those impacted. Tragically, some have lost their homes, and we are actively working to connect them with local resources and support services. If you or someone you know needs assistance, please do not hesitate to reach out to your supervisor or a trusted campus contact. We are here for you.

I also understand there are concerns about the smell of smoke and the presence of ash. Please rest assured that the health, safety, and well-being of our SMC community remain our highest priority. SMC has protocols for supporting healthy air quality on campus during a wildfire scenario and those extra measures have been taken by our Maintenance and Operations team. We have been closely monitoring overall conditions throughout each day, and our campuses remain within a safe range for the Air Quality Index (AQI). Additionally, HVAC equipment at all campuses use MERV 13 Filters and have been running 24/7 to ensure that indoor environments remain safe. For any outdoor activities or travel, you may request surgical, KN95 and N95 masks at the Receiving Department, between 7 a.m.- 2:30 p.m. If you require an N95 mask, please complete the attached form and bring it with you to the Receiving Department when picking up your mask. Departments can also continue to order masks for the department through Adobe Sign.

# Disaster Communications

We encourage anyone with concerns or needs for additional support to speak directly with their supervisor. Your health, safety, and well-being matter to us. Thank you for your continued dedication to SMC's mission during this challenging time. Please take care of yourselves, stay safe, and, if you are able, assist with relief efforts in your area. We will get through the days ahead, together.



Kathryn E. Jeffery, Ph.D.  
Superintendent/President

Request Received	Organization Name	Locations(s) Requested	Purpose	Use Date(s)	Use Time(s)	Duration (if known)	Contact Name	SMC Contact	Outcome
1/7/2025	Village School	Pavilion	Meeting for 300 including space for children (K-6) to gather	1/15/2025			TJ Harney Rob Schwenker	Rob Rudolph (initially by TJ Harney), Kiersten Elliott (by Rob Schwenker on 1/11)	Informed Pavilion would be unavailable due to the existing SMC class schedule
1/8/2025	Office of Insurance Commissioner Lara	Music Hall (PAC)	Fire Victim Assistance Event	1/18-1/19/25	8:00 a.m. - 6:00 p.m./8:00 a.m. - 3:00 p.m.		Julia Juarez	Trustee Foster, Shari Davis	Will be using Music Hall for insurance support with SMC staff on-site
1/8/2025	SMPD	PAC Parking Lot	Tactical Command Post	1/8 thru 1/14	24 hours/day		Lt. Gilmour (via Capt. Kilgore)	Captain Kilgore	
1/10/2025	State Farm	Bundy Lot C	Fire Victim Insurance	ASAP for 30 days	M-F	8:00 a.m. - 8:00 p.m.	Dan Littlefield	Rob Rudolph	TBD
1/13/2025	Palisades Charter High School	Corsair Field	Girls soccer	TBD	TBD	TBD	Christian Chambers	Elaine Roque and Reggie Ellis, additional contact to Kelly Ledwith on 1/14/25.	
1/14/2025	Sycamore School Malibu	Malibu Campus	Classroom space for 40 students	TBD		TBD	Molly Ripton	Linda Sullivan (retired)	

Request Received	Organization Name	Locations(s) Requested	Purpose	Use Date(s)	Use Time(s)	Duration (if known)	Contact Name	SMC Contact	Outcome
1/14/2025	Office of Senator Ben Allen	The Eli and Edythe Broad Stage	Town hall with leadership of first responder groups	1/17/2025	6:30 p.m.	60-90 minutes	Nick Faries	Anastasia Foster, Rob Rudolph	Will not be at SMC as Cal Fire updated Sen Allen's office that they need a venue for 2500 attendees
1/14/2025	Debbie Allen Dance Academy	Dance space TBD	Intergenerational dance classes for victims of fires	TBD	TBD	TBD		Rob Bailis (BroadStage)	
1/14/2025	Palisades Charter High School	Various	Classes	TBD	TBD	TBD	Kristina Irwin	Kiersten Elliott	Dr. Pamela Magee, Principal pmagee@palihigh.org
1/16/2025	Palisades Charter High School	Performing Arts Facilities	Theater and Dance	TBD	TBD	TBD	Cherie Smith	Rob Rudolph via voicemail	
1/16/2025	City of Santa Monica	Generic check for space	Displaced schools				Ava Lee	Rob Rudolph	
1/16/2025	Barker Hangar	Bundy Parking Lots	Critics' Choice Awards production parking	TBD	TBD	1 day	Jimmy McDivitt		

# Santa Monica College Foundation – Recovery and Relief Efforts

## SMC helping the greater Los Angeles community

SMC Foundation is giving away food, clothing and hygiene products to members of the Los Angeles community in need. SMC is part of the heart of Santa Monica, with students who attend from across the greater LA Region. Our goal is to support not only our immediate SMC family, but our neighboring communities in Santa Monica, Pacific Palisades, Malibu, Brentwood, and greater Los Angeles County. People impacted by the fires can visit during the following hours to pick up items we collected:

### Event Information

Wednesday, January 22 • 1P-6P  
Thursday, January 23 • 10A-6P  
Friday, January 24 • 10A-6P

**Where:** Santa Monica College, 1900 Pico Blvd., Santa Monica

**Building:** Corsair Gym - Pavilion (see map)

**Parking:** Metered parking available. Limited parking available in Lot #3 (enter from Pico at 17th Street Signal)

### What's Available?

### Clothing, Baby Supplies, and Other Useful Items

## **CLOTHING**

- Coats
- Dress Shirts and Polo Shirts
- Hoodies
- Jeans
- Bottoms (Pants, Jeans, Sweats, Leggings, Shorts)
- Sweaters
- Athleisure wear
- *NEW* and *PACKAGED* Socks and Underwear

## **BABY SUPPLIES**

- Baby Lotion
- Baby Wipes
- Bottles
- Diaper Cream
- Formula
- Infant/Toddler Clothing
- Pacifiers

## **OTHER SUPPLIES**

- Blankets
- Gift Cards (e.g. Grocery, Target, Costco, CVS, etc.)
- Phone Chargers
- Backpacks

## **Food and Hygiene Products**

- Peanut Butter and other nut butters
- Pasta and noodles
- Cereal (hot and cold)
- Canned soups
- Canned meats and fish
- Beans (dry and canned)
- Canned stews or chili
- Canned pasta
- Canned vegetables

- Canned or dried fruits
- Canned tomatoes
- Pasta sauces (no glass, please)
- Protein, energy, or granola bars
- Lentils
- Baby foods and formula
- Shelf-stable milk or nondairy substitutes
- Cooking oil
- Flour and baking mixes
- Nuts
- Rice

In addition to shelf-stable items, we are also giving away personal hygiene items such as soap, toothbrushes, toothpaste, handwipes, deodorant, and shampoo.

**Please note:** We are **no longer accepting donations** and have focused our efforts on the distribution of goods we collected. If you would like to donate funds, please use the form above.

If you are looking to donate food, please donate to:

Westside Food Bank  
1710 22nd Street  
Santa Monica, CA 90404  
Hours: Monday- Friday, 7:00am – 3:00pm  
(use the back entrance)

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## Volunteers

We warmly welcome volunteers aged 12 and above to help with sorting and distributing items to our community members. Volunteers under 18 must be accompanied by a guardian. Your participation is invaluable in supporting those affected by the fires.

If you are interested in volunteering, please use the form below to see our current volunteer opportunities.

Your generosity and time will help those impacted by these unprecedented events.

## Questions?

Please email us at [foundation@smc.edu](mailto:foundation@smc.edu)

Donations to Santa Monica College Foundation are tax-deductible.  
**SMC Foundation is an IRS-recognized 501c3 organization, ID# 95-6047779**

