



**TOWN OF PORTOLA VALLEY**  
**Special Meeting of the**  
**Emergency Preparedness Committee**  
**Thursday, November 7, 2019 - 8:00 AM**  
**Buckeye Room / Community Hall**  
**765 Portola Road, Portola Valley, CA 94028**

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**MEETING AGENDA**

1. 8:00 Call to order
  - Members: Mark Bercow, Lorrie Duval, Dave Howes, Anne Kopf-Sill, Dale Pfau, Chris Raanes, Ray Rothrock, Craig Taylor, Bud Trapp, Jerry Shefren
2. 8:01 Introductions: All committee members to identify themselves including a one or two word descriptor of role, followed by guests using the same format
3. 8:05 Oral Communications
  - Note that issues brought up under oral communications that are not on the agenda will be limited to 5 minutes
4. 8:10 Approve minutes for October 3rd, 2019 meeting
5. 8:12 Review format of Goals for committee for 2020
6. 8:15 Review schedule of EPC committee meetings
  - Monthly – more or less often
  - Timing – keep on Thursday at 8, or adopt new time
7. 8:20 Medical Subcommittee report and discussion
8. 8:30 Wildfire Ad Hoc Committee update (Pfau)
  - Review Town position on approvals of Budget to improve local AM radio coverage
  - Review performance of system during recent PG&E outages
9. 8:42 CERPP/WFPD Report (Lindner/Brown)
  - General report
10. 8:47 Town Report (de Garmeaux)
11. 8:50 Committee Reports
  - Medical Subcommittee (Shefren)
  - Communications Subcommittee (Rothrock)
  - Outreach Subcommittee (Duval)
12. 8:59 Next meeting is December 5, 2019
  - Identify any specific agenda items for next meeting
  - Identify candidates for Chair in 2020
  - Quorum check
13. 9:00 Adjourn promptly at 9:00AM.