



TOWN OF PORTOLA VALLEY
Emergency Preparedness Committee Meeting
May 7, 2020
8:00AM - Zoom Meeting

EMERGENCY PREPAREDNESS COMMITTEE MEETING MINUTES

Call to Order: The Zoom meeting was called to order at 8:01AM

Roll Call:

Members Present: Chris Raanes (Chair), Bud Trapp, Craig Taylor, Ray Rothrock, Jerry Shefren, Dale Pfau, Dave Howes, Lorrie Duval, Mark Bercow

Members Absent: None

Guests: Selena Brown, Rob Lindner - *WFPD*; Brandi de Garneau, Sharon Hanlon, John Richards - *Town*; Fabian Pease – *PV Police Commissioner*, Doug Keyston – *Woodside EPC*, Chuck Nile – *Red Cross*, *Others*: Anne Kopf-Sill, Donnie Middleman

Oral Communications:

- Ad hoc wildfire committee met two weeks ago. Discussion on ways to fund or support some of the mandates. Additional discussion on Wildland Urban Interface.
- Discussion on the appointment of a representative to the Woodside EPC committee. Selena volunteered to act as liaison and report back on meetings.

Approval of Minutes from Feb 6, 2020: Approved as amended (8 Ayes, 1 Abstentions, 0 Noes)

Discussion of AM radio upgrade and expenses

- During Shelter-in-Place (SIP) there was the erection of a new AM antenna. Significant improvement over previous installation. However, the current configuration lacks required ground radial system which is impacting antenna performance.
 - Location is current on Ray's property
 - Received an emergency stay from the FCC to operate new system at full 10W power
 - Permanent license in process
 - During this time, audio recorder failed and was repaired
 - Total cost is \$1,953.59 which included all new and replacement equipment and parts

- Committee recommends and authorized Chris and Ray to work with Town on reimbursement (9 ayes, 0 noes)

Discuss annual report to the Town Council

- Town budgets are on hold until September.
- Committee, represented by Chris, will present to Town Council on May 27.
- Chris will draft presentation for committee review. Review will happen via email.
- Presentation will focus on committee goals
- Suggestion for presentation to address need for PPE
- Suggestion to address how COVID-19 has changed our protocols
- Suggestion to review past year's achievements, and requirements for coming year, including review of budget needs
- Suggestion to consider possible outcome and emergency scenarios considering the effect of our dry winter

CERPP/WFPD Report (Lindner/Brown)

- Evacuation Zones are still on hold due to COVID-19
- Wildland drill cancelled as district/area wide exercise. Internal training will still occur. No physical drill for this year.
- March pile burns went well. Run by Woodside fire, in collaboration with CalFire. Completed on 3 separate days
- Current COVID-19 situation:
 - Messages from government bodies consistent across various groups and meetings.
 - Chiefs currently meeting 2 days/week. Getting good information and statistics.
 - Main issue is availability of PPE. County has received large shipments. Medical facilities and first responders should have adequate supplies.
 - Currently in Phase 2 (yellow response matrix). Event occurring, using caution.
 - Current issues: a) while COVID-19 persists, we're also heading into wildfire season – precaution programs such as chipping and vegetation management still happening as planned, b) Public Safety Power Shutdowns (PSPS) will still occur, and working to improve upon last year's problems, particularly if SIP is still in effect.
- PV Forum and PV CARES are connecting volunteers with residents that need help. Robert's Market supportive in creating special hours and creating accounts for high risk people. Hardware store and other retailers helping too.
- WPV-Help encapsulates with rest of the fire district. Currently 40-50 volunteers. Only a handful of requests. Expecting more requests as SIP continues. All info on WPV-Ready website.
- CERPP exercise cancelled. All trainings, classes, projects, community events are on hold. Planning a Zoom forum with panel for May 14 to communicate status and plans, and provide Q&A.
- WUI messaging pushed.
- Preparing informational content for people

Town Report

- Heading into fire season. PGE has stepped up their game for how they'll perform PSPS. Staff will be GIS trained to help.
- Council has created a subcommittee on what reopening will look like. What physical things can be done to reduce touch, such as when visiting town hall. Looking at putting as many processes online as possible.

Committee Reports

- None

Adjournment: Meeting adjourned at 9:00am

Date & Time of Next Meeting: June 4, 2020, 8:00am