



TOWN OF PORTOLA VALLEY
Regular Meeting of the
Emergency Preparedness Committee
Thursday, July 1, 2021 - 8:00 AM
Via Zoom
765 Portola Road, Portola Valley, CA 94028

MEETING AGENDA

Remote Meeting Covid-19 Advisory: On March 17, 2020, the Governor of California issued Executive Order N- 29-20, suspending certain provisions of the Ralph M. Brown Act in order to allow for local legislative bodies to conduct their meetings telephonically or by other electronic means. Pursuant to the statewide Shelter-In-Place Order issued by the Governor in Executive Order N-33-20 on March 19, 2020, and the CDC's social distancing guidelines which discourage large public gatherings, Portola Valley Town Council meetings are being conducted electronically. The meeting is not available for in-person attendance. Members of the public may attend the meeting by video or phone linked in this agenda.

To access the meeting by computer, click on the link below:

<https://zoom.us/j/91589762107?pwd=dWJvRHpkb3JRY0FrTnF4SEFCVV4dz09>

To access the meeting by phone, dial:

1-699-900-6833

1-877-853-5247 (toll-free)

*Mute/Unmute – press *6*

*Raise Hand – press *9*

Webinar ID: 814 5369 9633

Password: 940350

1. 8:00 Call to order
 - Members: Mark Bercow, Dave Howes, Dale Pfau/Chair, Chris Raanes, Ray Rothrock, Jerry Shefren, Craig Taylor, Bud Trapp,
 - Guests: Brandi de Garneau, John Richards/Town Council, Rob Linder and Selena Brown WFPD
2. 8:01 Roll Call
3. 8:03 Oral Communications
 - Note that issues brought up under oral communications that are not on the agenda will be limited to 2 minutes
4. 8:05 Review and approval of minutes;
 - Motion; Approve minutes of June 3, 2021
 - Appointment of Secretary
5. 8:06 WPV-CERT/WFPD Report (Brown/Linder)
6. 8:16 Town Report (di Garneau)
7. 8:26 Sub Committee Reports
 - Communications (Rothrock)
 - Ad Hoc Wildfire Committee Report (Pfau)
 - Outreach (?)
 - CERT/Town/Woodside Integration Committee (Raanes)
 - WPV-Ready Liaison (TBD)

8. 8:40 CERT Subcommittee Discussion (Raanes)
9. 8:45 "Emergency Radio Communications Day" June 26 Summary
10. 8:50 Continuing Discussion
 - Subcommittee Goals
 - PV Donates
11. 8:58 Next meeting is August 5, 2021
 - Quorum check
 - Agenda Items for next meeting
12. 9:00 Adjourn



TOWN OF PORTOLA VALLEY
Regular Meeting of the
Emergency Preparedness Committee
Thursday, June 3, 2021 - 8:00 AM
Via Zoom
765 Portola Road, Portola Valley, CA 94028

MINUTES

1. Call to order
 - Chair Pfau called the meeting to order at 8:05 am
 - Members Present: Mark Bercow, Dave Howes, Dale Pfau/Chair, Chris Raanes, Ray Rothrock, Jerry Shefren, Craig Taylor, Bud Trapp,
 - Members Absent: none
 - Guests: Brandi de Garmeaux, John Richards/Town Council, Rob Linder and Selena Brown WFPD

2. Oral Communications
 - Chris Raanes asked to reconsider the requirement that subcommittee reports be filed the week before meetings. After discussion, including public comment, it was determined to continue with subcommittee reports being filed early on a best efforts basis. Subcommittee reports could still be offered verbally.

3. approval of minutes;
 - Motion; Approve minutes of May 6, 2021; passed
 - Chairman Pfau would take minutes for the meeting

4. WPV-CERT/WFPD Report (Brown/Linder)
 - Reports were included in packet
 - Discussed recent fires in the district

5. Town Report (di Garmeaux)
 - Town Hall is not yet open
 - Committees will continue to meet virtually.

6. Sub Committee Reports
 - Communications (Rothrock)
 - Report was included in packet
 - Ad Hoc Wildfire Committee Report (Pfau)
 - Next Wildfire meeting will be in July.
 - Traffic Evacuation Study RFP was sent to consultants
 - Outreach (?)
 - Still looking for new volunteers
 - CERT/Town/Woodside Integration Committee (Raanes)
 - No update
 - WPV-Ready Liaison (TBD)
 - Pfau is attending meetings as interim liaison

7. CERT Subcommittee Discussion (Raanes)
 - Nothing new
8. "Emergency Radio Communications Day" June 26 Planning (Rothrock/Raanes/Pfau)
 - Discussion and Planning for June 26
 - WPV-Ready and WPV-CERT will attend and have tables
 - Communications Trailer as well as HF Ham stations will be set up.
 - Town as well as WFPD will publicize on local media
 - Ray will be responsible for Comm trailer and radios, CERT and Ready will be responsible for their tables.
9. Evacuation planning update and discussion (Pfau)
 - A joint message from EPC and Wildfire Committee was posted on Town website and social media concerning evacuation
 - Traffic Evacuation Study RFP released.
 - Considerable work has and will continue to be done by Town, WFPF, Sheriff's office and Wildfire Committee
10. Continuing Discussion
 - Scenario Planning
 - Will be deleted due to lack of interest by committee
 - Subcommittee Goals
 - PV Donates
 - Town manager will be at next meeting to discuss
11. Next meeting is July 1, 2021
 - Quorum check appears that enough members will be present
 - Pfau asked for agenda items for next meeting
12. Pfau adjourned the meeting at 8:55 am



WOODSIDE FIRE PROTECTION DISTRICT

Portola Valley EPC

Woodside Fire Report

July 1st, 2021

Hiring Firefighters: We are in the process of hiring at least 4 firefighters. Interviews are in progress and job offers should be going out soon. They will be attending a joint fire academy with new hires from other departments. Academy will begin in September. We hope to have the new personnel on-line by the end of the year.

Promotional Exams: We will be conducting promotional exams in September and October for the position of Fire Captain as well as Battalion Chief. Due to retirements, we will be promoting at least 2 personnel to the position of Captain, and 1 to the position of Battalion Chief

Station 7 Build/Station 8 Remodel: Progress continues on the Station 7 and Station 8 projects. The Station 8 remodel will be going back to the Planning Commission on July 7th, then to the Town Council. A contract for the interim Station 7 is due to be signed the first week of July.

Evacuations/Traffic Study/Wildfire Cameras: Discussions continue with representatives of the Town of PV, Town of Woodside, County of San Mateo OES, and San Mateo County Sheriff's Office regarding emergency notifications, evacuations, and potential traffic issues. WFPD and the two Towns, with assistance from Fire Safe San Mateo County, are looking at more locations to install cameras. Another vendor has been involved in these discussions.

If you have any questions, feel free to ask!

Respectfully,

Rob Lindner – Fire Chief

EPC Communications Subcommittee July 1, 2021 Meeting – submitted June 23, 2021

*Many thanks to all who came and support the
Emergency Communications and Radio Day on June 26, 2021*

Radio Communications Status

1. Repeaters and AM: as of this writing --
 - a. AM Radio (WRML513). Operational at 100% power, fully licensed for 10 years.
 - b. PVARC (KM6DLG) amateur repeaters - fully operational.
 - c. SM OES (KC6ULT) UHF link - fully operational.
 - d. WPV-CERT Portola Valley GMRS (WQBS772) repeaters (PV1, PV2, PVT) - fully operational.
 - e. WPV-CERT Portola Valley digital repeater – UPGRADED to licensed frequencies and fully operational.

2. AM Antenna Relocation Project to Cal Water site at Peak and Golden Oak
 - a. H. Young working the matter. Assisting when called.

3. CERT Repeater Network
 - a. Easter Cross Repeater Project. Working through the details around the pad relocation. No showstoppers, just paperwork.
 - b. Portola Valley Command Repeater. Programmed with new frequencies, new antenna, and fully operational.
 - c. Reviewed the CERT Protocol Plan.
 - d. Working with a few PV neighborhoods desiring local communications.

Upcoming – next while.

1. Recheck radios in Town Center to make sure power, antennas, channels, etc. are all still functioning.
2. Battery refresh likely on DC power supply in Town radio room.

Color Key

Good status

Concerning status

Urgent need status

On going