



TOWN OF PORTOLA VALLEY
Emergency Preparedness
Committee Meeting
September 1, 2022
8:00 AM

Dale Pfau, Chair
Lynn Eisberg, Member
Marianne Plunder, Member
Chris Raanes, Member
Ray Rothrock, Member
Jerry Shefren, Member
Vic Schachter, Member
Craig Taylor, Member
Bud Trapp, Member
Robert Younge, Member

VIRTUAL MEETING

REMOTE MEETING COVID-19 MEETING ADVISORY: On September 16, 2021, the Governor signed AB 361, amending the Ralph M. Brown Act (Brown Act) to allow legislative bodies to continue to meet virtually during the present public health emergency. AB 361 is an urgency bill which goes into effect on October 1, 2021. The bill extends the teleconference procedures authorized in Executive Order N-29-20, which expired on September 30, 2021, during the current COVID-19 pandemic and allows future teleconference procedures under limited circumstances defined in the bill. Portola Valley Town Council and commission and committee public meetings are being conducted electronically to prevent imminent risks to the health or safety of attendees. COVID-19 is still a major health concern and virtual attendance to the Town Council meeting is encouraged, particularly during case increases.

ASSISTANCE FOR PEOPLE WITH DISABILITIES

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Town Clerk at (650) 851-1700 or by email at mthurman@portolavalley.net 48 hours prior to the meeting start time. Notification 48 hours prior to the meeting will enable the Town to make reasonable arrangements to ensure accessibility to this meeting.

VIRTUAL PARTICIPATION VIA ZOOM

To access the meeting by computer:

<https://us06web.zoom.us/j/88489123414?pwd=U3NsQzJiTkqxM3g4Nk8wdUx1eXBNUOT9>

Webinar ID: 884 8912 33414

Passcode: 299408

To access the meeting by phone:

1-669-900-6833 or

1-888-788-0099 (toll-free)

*Mute/Unmute – Press *6 / Raise Hand – Press *9*

1. **Call to order**
2. **Roll Call**
3. **Oral Communications**
4. **Accept the Memo to Commissions and Committees Regarding Town Text/Email Policy**
5. **Volunteer Opportunities**
 - a. EPC representative to Wildfire Preparedness Committee
6. **Town Picnic Sept 17 (Pfau)**
 - a. Discussion of Support, Attendance, Requirements
 - b. Picnic starts at 11 am
7. **Evacuation Study Recommendations (Schachter/Younge)**
 - a. Prioritize “Potential Future/Ongoing Activities”
 - b. Does the committee wish to do this?
8. **Evacuation zone Identification/Awareness project (Shefren)**
9. **Participation in Wildfire Preparedness Fair (Pfau)**
 - a. Saturday April 22, 2023 from 10-2

- b. Earth Day

10. WPV-CERT/WFPD Report (Brown/Lindner)

11. Town Report

- a. Follow up on AM Radio Signs
- b. Update on Backup for Town Internet
- c. Update on Cal Water site – AM Radio relocation

12. Subcommittee Reports

- a. Communications (Rothrock)
- b. Evacuation (Younge)
- c. Neighborhood Outreach (Schachter)
- d. CERT/Town/Woodside Integration Committee (Raanes)
- e. WPV-Ready Liaison (Eisberg)
- f. Ad Hoc Safety Element (Younge)

13. Future Agenda Planning

- a. Quorum check
- b. Call for Agenda Items
- c. Upcoming activities
 - Town Picnic September 17

14. Adjournment – The next regularly scheduled meeting is October 6, 2022 at 8:00 a.m.

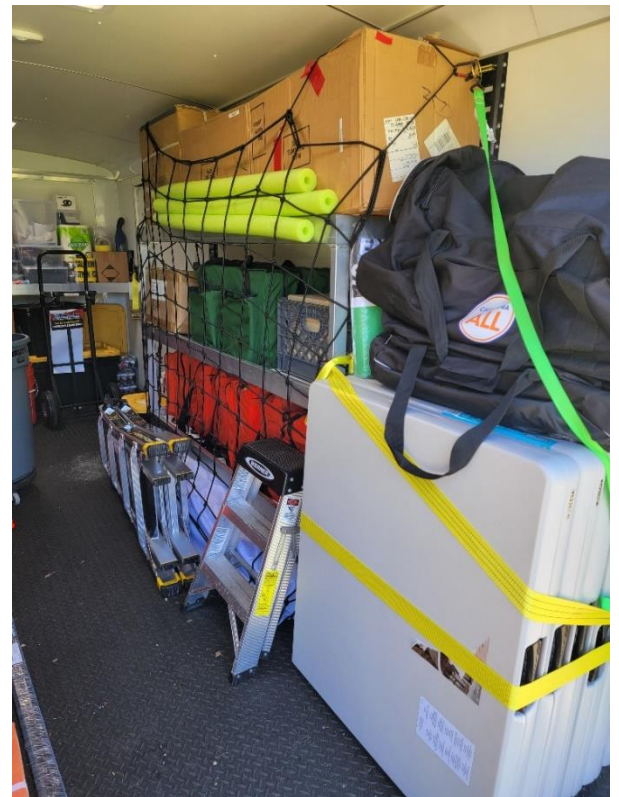


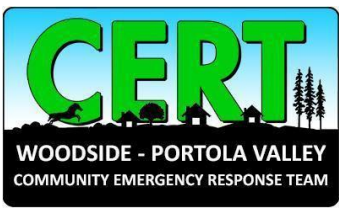
WPV-Ready/WPV-CERT

PV EPC July Report

SMC ALERT UPDATE – DEM is still working on implementing the new hosting platform, Rave. There have been many issues throughout the State pertaining to data integration and we do not have clear timeline. The current contract with Everbridge will be ending come the end of 2022. Although it is unclear what direction DEM is planning on moving, we are still anticipating a test through the new platform in September. For now, SMC Alert is still being hosted by Everbridge and alerts have been pushed out through this host. I will continue to keep in close contact with DEM. Thank you to Rob Younge for his continued support and help.

- WPV-Ready has distributed a DRAFT Community Organizing Guide, hoping to get a finalized copy in September.
- Planning a Stop The Bleed training ideally for September/October – Working with Jeff Norris (DEM)
- A Firewise resource page has been created on the WPV-Ready website - <https://wpv-ready.org/Firewise>
- Would like to encourage residents to register on the WPV-Ready website – Fire Marshal Bullard is utilizing its wildfire assessment tool in conjunction with mitigation efforts. <https://Wpv-ready.org/login>
- The Portola Valley WPV-CERT Trailer organization has been completed, huge thanks to all that have helped make this happen (especially Kam, Vicki and Mark).
- WPV-CERT reinvigoration webinar is scheduled for September 8th, 7-8pm. <https://wpv-cert.org/Events>
- CERT Basic Skills In-Person Sessions have been rescheduled October 7th 6-9pm, October 8th 9am-5pm and October 9th 12-5pm





Selena Brown
Public Education Officer/Emergency Preparedness Coordinator

**Portola Valley EPC Communications Subcommittee Sept. 1, 2022 Meeting
Submitted August 23, 2022**

Radio Communications Status

1. Repeaters and AM: as of this report – all radios/repeaters fully functional
 - a. AM Radio (AM, WRML513). Operational at 100% power.
 - b. PVARC (KM6DLG) amateur repeaters – 2m/220/6m – fully operational.
 - c. NVN (WB5NVN) amateur analog repeater fully operational.
 - d. NVN (DMR, WB5NVN) amateur digital repeater fully operational.
 - e. San Mateo Sheriff's (f.k.a. OES) (KC6ULT) UHF link - fully operational.
 - f. WPV-CERT Portola Valley GMRS (WQBS772) repeaters (PV1, PV2) - fully operational.
 - g. WPV-CERT Easter Cross GMRS.
 - i. WD1 repeater operational on a temporary antenna.
 - h. LTW/VV GMRS (FM) repeaters are fully operational.

Details: <http://radio.rothrockfamily.com>

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

3. Communications Protocol
 - a. Need to complete EPC radio comm for Town protocol complimentary with WPV-CERT operations during an emergency.

Upcoming

1. Audit and check communications equipment in Town Hall.
 - a. Battery refresh likely on DC power supply in Town radio room.

Color Key

Good status

Concerning status

Urgent need status

On going

New Item this report

Evacuation Subcommittee

Fehr & Peers traffic evacuation study was presented and accepted in the August 10th Council meeting.

San Mateo County DEM has created subcommittees to begin drafting the evacuation plan for Portola Valley. Working with the subgroup involved in developing the school evacuation plan.

BS 8/16/22

5. Potential Future/Ongoing Activities

The Town of Portola Valley collaborated with the San Mateo County Department of Emergency Management (SMC DEM) to create a Working Group of interagency partners in spring 2022 to develop detailed Evacuation Plans. The working group includes representatives from SMC DEM, Woodside Fire Protection District, San Mateo County Sheriff, the Town Manager, the evacuation subcommittee of the Emergency Preparedness Committee, all schools in Portola Valley, and The Sequoias. The working group is being hosted by SMC DEM staff and is responsible for preparing a written evacuation plan that will define the authority and responsibilities for actions to be taken during an active evacuation of Portola Valley.

The following are potential future/ongoing efforts for the Working Group and/or the Town Emergency Preparedness Committee (EPC).

- H • 1 Establish Evacuation Responsibilities
- H • 2 Integrate Evacuation Plans for Schools & Sequoias
- M • 3 Coordinate with SamTrans on availability and travel time for buses as needed for evacuation
- M • 4 Local Traffic Management Strategies including additional intersection traffic control locations as described in Section 4
- H • 5 Identification of vehicle crash emergency clearance crews
- M • 6 Investigate potential for qualified local residents to support traffic control activities at local intersections for situations where police resources are not available.
- H • 7 Create a multi-agency working group to identify and implement fuel break, vegetation management, large tree, and/or utility pole mitigation strategies along major evacuation routes. Initial focus areas identified through this process include the segment of Alpine Road from Ladera to I-280 where utility poles and large trees are located as well as segments of Portola Road where large trees are located in close proximity to the travel lanes.
 - 8 Local Street Accessibility Improvements (Access to Constrained Parcel Groups per Safety Element analysis, Narrow Streets)
- H • 9 Local Evacuation Shelters/Centers for conditions where shelter-in-place is appropriate
- H • 10 Daytime Employee Evacuation (how to notify, manage evacuation of household/yard/construction workers)
- M • 11 Improved Communication Systems
- 2. • 12 Supplemental Traffic Assessments ?
- M • 13 Multi-agency Evacuation Assessment and Plan with Woodside and Los Altos Hills
- H • 14 Evacuation Education Programs