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

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

<u>**VIRTUAL MEETING**</u>
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.

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.

<u>VIRTUAL PARTICIPATION VIA ZOOM</u>

<u>To access the meeting by computer:</u>
https://us06web.zoom.us/j/86757503919?pwd=b0l2VllvVEtITnF1Vk9ob0pnRXB3UT09

<u>Webinar ID</u>: 867 5750 3919

<u>Passcode: 981977</u>

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1-669-900-6833 or
1-888-788-0099 (toll-free)
*Mute/Unmute – Press *6 / Raise Hand – Press *9*

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1. Call to order and Roll Call

2. Oral Communications

3. Review and approval of minutes;
   o Minutes of November 3, 2022

4. Ladris Evacuation Modelling Software (Younge)
   o Recommendation

5. Safety Element Questions (Younge)
   o Review/Approval of Questions
   o Next Steps

6. Enforcement of Fire Code Regulations (Don Bullard)

7. Zone Identification/Awareness project (Shefren)

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

9. Town Report (Dennis)
   o Update on Backup for Town Internet
   o Update on Cal Water site – AM Radio relocation

10. Subcommittee Reports
    o Communications (Rothrock)
    o Evacuation (Younge)
    o Neighborhood Outreach (Schachter)

- o CERT/Town/Woodside Integration Committee (Raanes)
- o WPV-Ready Liaison (Eisberg)
- o Ad Hoc Safety Element (Younge)

11. Next regular meeting is January 5, 2023
    - o Quorum check
    - o Call for Agenda Items

12. Adjournment

EPC MINUTES 03NOV22

1. Call to Order
     < Chair Pfau called the meeting to order at 0802. Quorum noted.

2. Roll Call
     < **Members Present:** Dale Pfau/Chair, Lynn Eisberg, Marianne Plunder, Chris Raanes, Ray Rothrock, Jerry Shefren, Vic Schachter, Craig Taylor, Bud Trapp, Robert Younge, Dave Howes
     < **Members Absent:** None

3. Oral Communications
     < MJ Lee, asked EPC members to speak up and support victims of bad behavior
     < Chair Pfau asked town not to adjust Charter to remove EPC liaison to Wildfire Preparedness Committee and will add it to the JAN agenda

     4. Approval of Minutes
          < 06OCT22 meeting minutes were approved unanimously with no changes.

5. SMC Alert Update – (Jeff Norris DEM)
     < San Mateo County will switch over to RAVE from Everbridge on **Wednesday, 09NOV22 at 0900**.
     < If on current system, residents will first receive an email from Everbridge alerting them of the change followed by a RAVE email that will explain the features of RAVE and direct and link them to the Sign Up Portal.
     < Selena Brown has posted information about the 09NOV22 switch on the Portola Valley and Woodside public forums
     < WFPD and Town Staff have been trained and authorized to write and post messages on RAVE
     < 09NOV alerts will be email only
     < Tests will be conducted by the County after the switch over
     < County continues to add templates to RAVE as they pass testing

6. Ladris Evacuation Modeling Software - (Younge)
     < Rob Younge and Ron Eastman have been working with Ladris CEO Leo Zlimen since AUG22 reviewing the software following revisions to the program submitted by WFPD and will present their work during the 01DEC EPC meeting.
     < Presentation will include how the program works, how to use it, what the Town Manager needs it to do
     < Currently in use in a number of CA and TX counties
     < Has been used in an active incident, however the CEO mentioned it is designed to be used to plan for an incident not during an active event
     < Jeremy Dennis is impressed with the software, states the benefits are obvious, and requests committee feedback how to implement and use the tool in PV

7. Evacuation Traffic Study (Schachter/Younge)
> < Verbal presentation of EPC recommendations presented to the PV Town Council on26OCT22
> < Council members were receptive and supportive
> < Unanimous adoption of the Recommendations and commitment to move forward with them
> < Vic Schachter to meet with Town Manager today, 03NOV
> < Council recognized Rob Younge for his passion and knowledge and were appreciative of his efforts

8. Sheriff's Contract (Pfau)
> < Town will be negotiating new contract once Sheriff Elect Corpus takes office
> < Melvin Gaines, Assistant Town Manager will be the Town contact
> < Town is open to recommendations from EPC and residents
> < Town has an online portal to submit recommendations
> < Integration of CERT/Volunteers with Sheriff Department during an emergency and how that would look is an EPC concern

9. Zone Identification/Awareness Project (Shefren)
> < Proposed sticker reviewed
> < Suggestion to add a QR Code to direct user to additional information
> < Suggestion to increase font of the actual Zone and "1680"
> < Suggestion to add the city or town identifier to the tag
> < Zonehaven has provided a list that allows EPC to preprint the appropriate Zone on the tag to mail
> < Town Manager suggested involving the Fire Foundation and will follow up with Shefren "offline"
> < Final sticker format will be presented at the DEC EPC meeting for approval

10. Safety Element Next Steps (Younge)
> < EPC Subcommittee to meet in November
> < Goal to submit questions to the town in DEC
> < Town creating a web portal for residents to submit comments

11. WPV-CERT/WFPD Report (Bullard/Brown)
> < Concrete is being poured at both stations undergoing construction
> < Command Center Staff have been trained on RAVE
> < Rain and snows have been helpful during fire season
> < Brown reports upcoming CERT Badging BBQ 06NOV; CERPP board added 2 members, one from Los Trancos and one from Vista Verde; CERPP will change to Epic (Emergency Preparedness in Communities)

12. Town Report (Dennis)

< Melvin Gaines reviewing backup options for town internet and will present recommendations soon
< AM Radio relocation project is not moving forward due to staff turnover at Cal Water
< Ray Rothrock offered to lead EPC group to work with Cal Water and to make electronic modifications to the AM Radio to better meet the needs of PV

13. <u>Subcommittee Reports</u>
< Younge mentioned Ormondale Elementary School will begin participating in emergency school evacuation discussions with parents this month
< Refer to attached reports

14. <u>Next regular meeting is **01DEC22**</u>

10. <u>Meeting adjourned at 0902 by Chairman Pfau.</u>

Respectfully Submitted,
Lynn Eisberg, Secretary

Ladris – Ad Hoc Subcommittee Report

A subcommittee of the EPC (Bud Trapp, Craig Taylor, Dale Pfau, and Rob Younge) met with Leo Zlimen, CEO of Ladris, to review the functionality of the Ladris traffic modeling software. We were given a demo and discussed at length the capability of the software for use by Woodside Fire Protection District and the Town—especially for evacuation planning. The first yearly price for the software would be roughly $18,000 for the entire WFPD area, of which $9,000 or less would be Portola Valley's contribution.

This subcommittee voted unanimously to recommend that the EPC recommend that WFPD and the Town of Portola Valley move forward, along with the Town of Woodside, to purchase the first year of use for this software.

Safety Element Subcommittee 12-1-2022

Recommendations of Questions to be submitted to Staff

The Town Staff is asking for Town Committees and Town Residents to input suggestions and comments on the present Safety Element Draft by Jan 13th which will then be given to the planning Commission for review and then to the Town Council for review.

- Who will decide on the detailed final content of the Safety Element?
- Will there be any possibility that there can be discussion on this final selection process especially with the Town Committees who have significant knowledge and responsibility in this area?
- In the interim time before the safety element is finalized, how will major housing review be done? Should we have a temporary time out for initiating major housing projects, until the safety element is approved?

What are the options for encouraging compliance with new safety standards? Are there enforcement mechanisms for the different situations: new construction, major remodel, minor remodel, and residences regardless of construction?

How will new data, especially new fire maps, be incorporated into the safety element? How will maps be revised? Will there be a process similar to updating the geologic safety map?

Will there be regulations for external fire sprinklers that require onsite water? Currently some residents are installing systems that could drain the public water supply.

How do we distinguish between what experts recommend vs require, if we want to find a balance between costs and benefits. Non-combustible roofs are an example where we backed off to allow ignition-resistant.

How do we balance conservation values with fire safety when we make regulations? It seems like there is a tendency to clear cut but there are good examples of well maintained landscaping that provides a high degree of fire safety while maintaining a beautiful environment.

P-13. who defines acceptable risk levels

P-38. Who decides what is an acceptable level of risk and by what criteria

P-47. How would this be enforced

P-58. How will that be done?

Page 44   P-73. Has anyone discussed this with CERT?

Page 48 A-88-1. Does this include bushes that have been planed by residents along their road for privacy purposes?

I am also interested in the question of who decides what is too safe. In other words, should the town Council have the last say or not.

On page 32

Moritz Map

In previous versions of the Safety Element, the Town has used a Fuel Hazards Map prepared by Moritz Arboricultural Consulting in 2008 to, according to the currently adopted Safety Element, "provide guidance for reducing the fire threat from vegetation throughout the Town." (see Figure 10 for Moritz Map). The map identified eleven vegetation associations and assigned a rating of potential fire behavior and level of risk to each association. While the map is not as up to date as when it was prepared in 2009, it can still provide insight into the existing vegetative conditions within the Town and should be used to assist with decision making on development projects until new mapping is available (including both new Cal Fire maps and WFPD hazard and fuels work expected to be completed in 2022). In conjunction with Cal Fire and WFPD mapping, the Moritz Map should be used to determine potential concerns for new developments, redevelopments, and major modifications to structures within the Town.

Why are the yellow highlighted areas above not included in the Policies and implementation actions of the safety element?

What specific development activities will be changed in Town areas that become designated as High and Very High FHSZ considering the Towns present new construction fire standards in place throughout the town? Why are we delaying formally identifying the Moritz map VHFHSZ on the town map considering what is Highlighted in yellow above in the written safety element? Do we risk losing FEMA support if we suffer a fire because we submitted the old outdated 2008 CALFIRE data in the LHMP, which we knew understated the fire risk in Portola Valley as compared to what Woodside did?

The new fire maps Woodside Fire is working on with a third party are supposed to be ready in 2023. Can something be done to speed up the process to get the new maps into the new safety element?

When WFPD completes a validated Fire Hazard Severity zone mapping for Portola Valley, will this immediately be used to update the Towns Fire Hazard Severity zone mapping? If not immediately what delay to incorporate is expected and why?

In this delay period from today to when the new mapping incorporating WFPD's mapping information is completed, do you expect there be building plans that will be approved that would not have been

allowed in the new updated mapping, and how significant do you expect the amount of "grandfathered" housing to be?

The latest Safety Element utilizes the 2008 CalFire Map instead of the 2008 Moritz Map in spite of the fact that the Moritz Map has been in the Safety Element since 2010.

My questions are:

1. **Who made the decision to authorize this change?**
2. **Who approved this change?**
3. **Under what authority were 1 and 2 above done**?

As backup, at the Joint Committee meeting on October 26, the Chair of the EPC asked Laura Russel what regulations required the use of the CalFire map instead of the Moritz Map. A few days later, Laura sent the following response:

"At the joint committee meeting on the 26th you asked for the reference that says that we are required to analyze the Cal Fire VHFHSZ map. Please see California Government Code 65302(g)(3)(A)(i)."

The full text of the code is below:

"(3) Upon the next revision of the housing element on or after January 1, 2014, the safety element shall be reviewed and updated as necessary to address the risk of fire for land classified as state responsibility areas, as defined in Section 4102 of the Public Resources Code, and land classified as very high fire hazard severity zones, as defined in Section 51177. This review shall consider the advice included in the Office of Planning and Research's most recent publication of "Fire Hazard Planning, General Plan Technical Advice Series" and shall also include all of the following:

(A) Information regarding fire hazards, **_including, but not limited to,_** all of the following:

(i) Fire hazard severity zone maps available from the Department of Forestry and Fire Protection."

Thus, the regulations do not preclude the use of the Moritz Map and since it is almost universally accepted as a better map than the 2008 CalFire map, it would appear that the Moritz Map should take precedence over the CalFire map.

Radio Communications Status (details: radio.rothrockfamily.com**)**

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 WD1 repeater – fully operational.
   h. LTW/VV GMRS (FM) repeaters are fully operational.
   i. WPV-CERT Data Comm 5 GHz Link – Easter Cross <-> 56 Granada testing

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

3. EPC Internet Backup.
   a. No action taken of which I am aware. Nothing scheduled to discuss further.

4. Town Hall EOC Equipment Status.
   a. Battery refresh likely on DC power supply in Town radio room.
   b. Radios need testing/checking and possible upgrade for new CERT radio channels.

5. AM Radio.
   a. Engaged with Howard to ascertain any blockers or other elements to keep this project moving.   Howard has been on it. Cycle time is like 60-90 days for each element. As best he knows, all docs submitted awaiting their final approval.

Color Key
Good status   On going
Concerning status   New Item this report
Urgent need status