



TOWN OF PORTOLA VALLEY
Emergency Preparedness
Committee Meeting
Thursday January 4, 2024
8:00 AM

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

HYBRID MEETING
HISTORIC SCHOOLHOUSE – 765 PORTOLA RD. – PORTOLA VALLEY, CA

REMOTE MEETING ADVISORY: On March 1, 2023, all committees in Portola Valley will return to conducting in-person meetings. A Zoom link will be provided for members of the public to participate remotely; however, the Town cannot guarantee there will be no technical issues with the software during the meeting. For best public participation results, attending the meeting in-person is advised.

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 towncenter@portolavalley.net. 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/87367703851?pwd=DZslaLrazt1lHalqFC9qzPv4vITmKM.1>

Webinar ID: 873 6770 3851

Passcode: 055054

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*

The times listed on the agenda are used by the Chair and are estimates only. The times are subject to change at any time, including while the meeting is in progress.

1. 8:00 Call to order
2. 8:01 Roll Call
3. 8:03 Oral Communications
4. 8:04 Review and approval of minutes;
 - o Minutes of December 7, 2023
5. 8:06 Town Status Reports (Etman)
 - o Modification of Town LAN for use with AM radio
 - o Internet Backup for Town Center
 - o Discussion of AM Radio protocol
 - o EOP update/implementation
6. 8:16 WPV-CERT/WFPD Report (Brown/Cuschieri)
7. 8:20 Evacuation Plan Status (Younge)
 - o Town Council Update (Craig Taylor)
8. 8:35 Election of Officers for 2024
9. 8:56 Subcommittee Reports

- Communications (Rothrock)
 - Evacuation (Younge)
 - Neighborhood Outreach (Schachter)
 - Resident Outreach/Marcom (Plunder/True)
 - Ad Hoc Safety Element (Younge)
10. 9:00 Next regular meeting is February 1, 2023
- Quorum check
11. 9:00 Adjourn

Land Acknowledgement:

The Town of Portola Valley acknowledges the colonial history of this land we dwell upon—the unceded territory of the Ramaytush (rah-my-toosh) Ohlone, Tamien Nation, and Muwekma (mah-WEK-mah) Ohlone, who endured a human and cultural genocide that included removal from their lands and their sacred relationship to the land. Portola Valley recognizes that we profit from the commodification of land seized from indigenous peoples and now bear the ecological consequences. We seek to understand the impact of these legacies on all beings and to find ways to make repair.

Emergency Preparedness Committee Minutes 07DEC23

1. **07DEC23 In-Person Meeting** called to order by Chair Pfau at 0801.

2. Individual **Roll Call** taken and a quorum was established.

- Craig Heberer, Marianne Plunder, and Ray Rothrock were not present
- Chris Raanes present via Zoom as noted in agenda packet
- Councilman Craig Taylor, Mayor Jeff Aalfs, and Fire Marshal Don Bullard were also in attendance
- Fire Chief Cuschieri was not able to attend

3. **Oral Communications**

- Chair Pfau reminded Committee that we will both nominate and elect Committee leaders during our 04JAN24 meeting

4. Motion to approve **02NOV23 Minutes** was made and the Minutes were approved unanimously without changes.

5. **Town Reports (Etman)**

- No Town Report available

6. **WPV-CERT/WFPD Report (Brown/Cuschieri)**

- No WFPD or WPV-CERT Reports

7. **Evacuation Plan Status (Younge)**

- Mayor Jeff Aalfs, Councilman Craig Taylor and EPC committee members had a spirited, frustrating, and lengthy discussion regarding the Draft Evacuation Plan not being adopted by the Town Council (TC)
- The history of the development of the plan was shared
- The plan requires non-Town agencies to work together during an evacuation
- Draft intentions were verbalized
- EPC subcommittee was educated "heavily" by WFPD while drafting document and the plan was vetted thru WFPD, SMC Sheriff's Office and DEM
- Don Bullard in favor of adopting the plan
- TC says it "embrace" the plan, that it's a "good plan" and "accepted" the plan and posted the Draft document on the Town website, but EPC needs to work towards a formal evacuation plan with more structure
- TC would like a more structured document with MOU's with agencies that would perform tasks during an evacuation
- EPC would like specific guidance from the TC to prepare the document to be adopted by the TC

- Overall differences between EPC and TC are minor
- The sense of urgency to adopt an Evacuation Plan seems to be lacking by the TC
- EPC and TC both acknowledge and respect the town staff and all they have to do
- In conclusion, Mayor Aalfs said it was a good high level plan that needs to be operationalized
- EPC committed to work with TC and learn how to operationalize the plan
- Motion was made for the EPC subcommittee to move forward with the TC to identify a set of common goals; motion approved unanimously

8. Portola Valley Support for CERT/EPic (Pfau)

- No update

9. Approval of AM Radio Audio Message Processing (Rothrock)

- AM radio relocation license has been approved
- Draft document attached to the Agenda Packet
- Motion to approve the document was approved unanimously
- Appreciation expressed by Chair Pfau for Ray Rothrock's time and effort

10. Backup Power of Wireless Base station in Town (Shefren)

- No report

11. AM Radio Signs (Eisberg/Heberer)

- Thorough and detailed attachment included in the agenda packet
- Motion was made to approve as written and move the information forward; unanimously approved

12. Hawthorne's Parking Plan (Plunder/Heberer)

- No updates

13. Subcommittee Reports

- Resident Outreach/Marcom update provided by Randy True; attended a PVSD and WFPD meeting regarding outreach to parents; there is "work to do"

14. Next regular meeting is 04JAN24

17. Motion to adjourn at 0925 was made and approved unanimously.

Respectfully Submitted, Lynn Eisberg

