



TOWN OF PORTOLA VALLEY

Emergency Preparedness

Committee Meeting

October 03, 2024

8:00AM

IN-PERSON 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/83475795606?pwd=ILqIEMcCX7ShIbO5YhsDrwxMKe5ImL.1>

Webinar ID: 834 7579 5606

Passcode: 112665

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. **0800 Call to Order**
2. **0801 Roll Call**
3. **0803 Oral Communications for Items not on the Agenda**
Speakers' time is limited to three minutes.
4. **0804 Review and Approval of Minutes**
 - a. Minutes of Sept 5, 2024
5. **0810 Review/create EPC plans to recommend Emergency Response protocol and planning**
 - a. **Reconsider if this is right next goal**
 - i. Is this still aligned with Town priorities?
 - b. **Consider alternate ideas**
 - i. 3 months left to year to get something done
 - ii. Embark on a longer-term goal
 - c. **Feedback from Town (AalFs)**
 - d. **Discuss approach and progress**
 - i. Review EOP and EOC plans?
6. **0830 WPV-CERT/READY/WFPD Report (Brown/Cuschieri)**
7. **0840 Subcommittee Reports**
 - a. Communications (Rothrock)

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

- i. Include discussion/update on Zots to Tots and Town Picnic if not covered in CERT/Fire update
 - b. TIS Sign Subcommittee (Heberer)
 - c. Evacuation (Pfau)
 - d. Neighborhood and Resident Outreach (Schachter)
 - e. Ad Hoc Safety Element (Pfau)
 - f. Review town EOP and make recommendations sub committee (Chair pending, see item 5)
- 8. **0859 Next regular meeting is November 3, 2024**
 - a. Quorum check
- 9. **0900 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 05SEPT2024

1. **05Sept24 In-Person Meeting** called to order by acting Chair Pfau at 0805.

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

- Lynn Eisberg, Chris Raanes, and Jerry Shefre were not present
- Ray Rothrock present via Zoom

3. Oral Communications

- Ray discussed Town Picnic where CERT and members of EPC will be supporting Zotts to Tots with radio communications. Ed Holland from BPTS also spoke about the event and asked for additional volunteers
- Ray also discussed staffing the EPC booth at Town Picnic. A roll was taken and only Dale and Ray will be able to staff booth.
- Marianne brought up the possibility of moving meeting time to get quorum. Discussion was deferred.

4. Motion to approve 11JULY24 Minutes was made and the Minutes were approved unanimously without changes.

5. Review/Create EPC plans to recommend Emergency Response protocol and planning.

- Members and Chair of subcommittee were confirmed
- Council liaison Aalfs suggested that subcommittee work with staff to formulate plans. Staff is depleted and finding support could be challenging.

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

- NS wildfire sensors have been installed in district; 13 in WFPD, 50 total
- Crews are working on inspections for defensible space ordinance
- Ladris and Flamemapper are working on new Fire1 software to model zone evacuation times
- Working on communications throughout district; bridging radios of volunteers, schools, towns, and WFPD
- 4 May 2025 will be an evacuation drill
- CERT now has a third trailer
- CERT training starting on 10 September
- Firesafe received a \$285k grant to remove Eucs on Sand Hill
- DEM is working on a "All Hazard Evac Plan"; this will take some time

7. Subcommittee Reports

- Communications;

- The AM radio has an antenna problem. Ray is working on renting a bucket truck to take the antenna down and check all the joints for solid grounds.
- For future discussion: Whose responsibility is the AM radio?
- AM radio still does not have remote connectivity.
- No other subcommittees had updates.

8. Next regular meeting is October 3, 2024

9. The meeting was adjourned at 9:05 am

Portola Valley EPC October 3, 2024 Meeting
Communications Subcommittee Report
Submitted Sept. 24, 2024

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. See below.
 - b. PVARC (KM6DLG) amateur repeaters – 2m/220/6m – fully operational.
 - c. NVN (FM 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. CERT Easter Cross (Woodside) and Granada (Portola Valley) DMR repeaters operational. Microwave link and repeater co-transmission operational.

2. Emergency Communications Trailer.
 - a. Ready to go. Trailer is located at Station 8.

3. Town Hall EOC Equipment Status.
 - a. Bluetti 2 KWhr power supply for all radios, AM operational and on timer recharging.
 - b. All radios are working, antennas tested well, batteries replaced 10/1/23
 - c. Starlink up and operational.

4. AM Radio. Operational but with a concern
 - a. **LAN for programming not yet complete. No idea where this stands or how to determine status.**
 - i. Antenna is functional but far from optimal.
 - ii. Reserved a bucket truck system for Oct. 7 and have acquired appropriate materials to do antenna maintenance.
 - iii. WFPD has offered assistance. THANK YOU.
 - iv. RECOMMENDATION: Authorize up to \$2000 of spend for this repair. Currently about \$1500 is spoken for or held with RAR credit card.

Color Key

Good status

Concerning status

Urgent need status

On going

New Item this report

ACTION REQUESTS