

SPECIAL TOWN COUNCIL MEETING NO. 752, JULY 30, 2008

ROLL CALL

Mayor Derwin called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance. Ms. Howard called the roll:

Present: Councilmembers Driscoll, Merk, Toben and Wengert, and Mayor Derwin
Absent: None
Others: Town Administrator Howard, Asst. Town Administrator McDougall and Town Clerk Hanlon

ORAL COMMUNICATIONS: None

REGULAR AGENDA

(1) Emergency Services Training Session by the Office of Emergency Services, San Mateo County

Jeff Norris, South County District Coordinator for San Mateo County OES began by presenting the scenario for the exercise. "Heavy rains during the preceding winter have caused a spring to form along the Spring Ridge Trail". Acting in the role of Director of Emergency Services, Town Administrator Howard walked through the exercise and confirmed the necessary steps to declare and emergency and activate the Emergency Operations Center (EOC).

Points taken away from this meeting include; 1) Declaration of emergency should take place early in the process to ensure that the Town is eligible for reimbursement of its expenses; 2) Add members of the Town's Geologic Safety Committee to the emergency contact list; 3) Mutual Aid requests from surrounding cities is addressed through the San Mateo County JPA; 4) Establish a staging location; 5) The Mayor is next in command if the Town Administrator is unavailable; 6) Designate the Public Information Officer (PIO); 7) All residents should identify at least two exit routes from their neighborhood; 8) Specific to Council, update the pocket size laminated emergency cards and emergency binder information.

ADJOURNMENT

The meeting adjourned at 8:25 p.m.

Mayor

Town Clerk