

TOWN COUNCIL MEETING NO. 816, JUNE 29, 2011

ROLL CALL

Mayor Driscoll called the meeting to order at 7:00 p.m. and Town Manager Howard called the roll.

Present: Mayor Driscoll, Vice Mayor Maryann Derwin, Councilmember Richards, Councilmember Toben; EPC members David Howes, Anne Kopf-Sill, Ray Rothrock

Absent: Councilmember Wengert and EPC members John Boice, Derry Kabcenell, Diana Koin, Chair Chris Raanes and Craig Taylor

Guests: Tiana Wimmer, Chair of the Mill Valley Emergency Preparedness Committee, and Michael Fischer, Leader of Mill Valley CERT

ORAL COMMUNICATIONS

None

REGULAR AGENDA [7:01 p.m.]

(1) PRESENTATION by Michael Fischer, Leader of the Mill Valley CERT (Community Emergency Response Team) and Tiana Wimmer, Chair of the Mill Valley Emergency Preparedness Commission with Emergency Fire / Evacuation procedures.

Councilmember Toben introduced Tiana Wimmer, Chair of the Mill Valley Emergency Preparedness Committee and Michael Fischer, Leader of Mill Valley CERT (Community Emergency Response Team).

Ms. Wimmer presented an overview of emergency preparedness for the City of Mill Valley and shared some background and duties of the Emergency Preparedness Commission.

The City of Mill Valley has its own Police and Fire Departments, unlike Portola Valley who contracts with the San Mateo County Sheriff's Department and the Woodside Fire Protection District for its services. The Emergency Preparedness Commission works closely with these two organizations. It also organizes community groups, promotes the Community Emergency Response Team (CERT) and educates residents on ways to be self sufficient in a disaster as well as makes recommendations to the City Council on emergency preparedness matters.

The Mill Valley Emergency Preparedness Commission offers training opportunities including, "Get Ready", a free two-hour disaster preparedness course that trains residents how to prepare for, survive through, and recover from any type of disaster. In addition they also provide training for residents interested in becoming a member of CERT. The Commission promotes the chipper program, the Marin Emergency Automated Notification System (MEANS) which is an electronic telephone notification system to inform residents of anticipated emergencies. The Commission makes available the purchase of "Go Bags" which contain recommended basic emergency supplies. The Commission maintains an emergency

preparedness database of individuals who have attended training exercises and informational events for tracking and notifying the individuals about future activities. CERT has created a dedicated website containing emergency preparedness information as well as the use of local media coverage, banners,

and electronic traffic signs for public communications. They have increased awareness through an educational display case in the library and work to have a presence at all major city functions.

The City of Mill Valley holds an annual evacuation drill, alternating locations within the city. Participants include local residents, Police, Fire, Medical services, Marin Search and Rescue and Animal Control

organizations. Personnel from thirteen Marin County agencies are invited to join. This is a budgeted event with planning beginning anywhere from three to six months in advance. There is abundant resident communications before, during and after the drill. Direct mail, email, telephone and door hangers are used to reach as many residents as possible.

Targeted community organizations include Neighborhood and Homeowner Associations, at-risk populations (seniors and the disabled), school-age children, faith-based groups and the local business community. For school-age children there is a dedicated "Get Ready" program targeted to fifth graders. This program has been well received with children taking home information and sharing what they have learned.

Future goals of the Emergency Preparedness Commission include increasing commission resources; personnel, physical and financial as well as developing a "Speakers Bureau" about emergency preparedness for both the public and commission members.

Michael Fischer said that Mill Valley has a very active CERT program and is very much a part of the Marin County Fire Department.

There was a time when each city in Marin County had its own CERT training regimen. Within the last year CERT has unified the training program so that every CERT program follows the same training system and has adopted the county-wide training schedule.

Mr. Fischer spoke of the importance of keeping volunteers active and involved. He emphasized that skills must be practiced to maintain readiness. Keep emergency preparedness as part of daily conversation; question each other on facts, training exercises, etc. The value of ongoing education in emergency preparedness is fostered and encouraged.

CERT reviews inventory stored in emergency containers every six months and cycles out old medical supplies as needed.

The South Marin Fire District set up a 501c3 to help raise funds. These funds coupled with budgeted City funds help to purchase equipment for the CERT program.

(2) Update from the Woodside Fire Protection District on Fire District Evacuation Plans [8:20 p.m.]

A representative from the Woodside Fire Protection District said that the District is developing a communications and evacuation program that will benefit both Portola Valley and Woodside.

(3) Update from the Emergency Preparedness Committee [8:21 p.m.]

Emergency Preparedness Committee member, Ray Rothrock, said the committee is working to improve communications within town. The Committee is looking into a paging or broadcast system for the Town Council. Mr. Rothrock spoke of the San Mateo County Alert Systems (SMC Alert), a notification system

used to immediately contact individuals during emergency situations with updates sent directly to their email account or cell phone. Mr. Rothrock said the committee needed to be proactive in using their budgeted funds more efficiently.

(5) Public Hearing – Adoption of Fiscal Year 2011-2012 Budget [8:28 p.m.]

- (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Adopting the Operating and Capital Budgets for Fiscal Year 2011-2012 (Resolution No. 2526-2011)

Ms. Howard reported on the changes made to the budget since presented at the June 8, 2011 Town Council meeting.

Councilmember Toben asked for clarification on the COPS funding and the additional patrol. Town Manger Howard said the COPS funding will not be coming from the State so Woodside and Portola Valley will co-fund a 1 officer/motorcycle unit that will cost the town \$140,000 with the additional \$140,000 being funded by Woodside, as approved at their budget hearing on Tuesday, June 28, 2011. Staff will be bringing an amendment to the COPS agreement on possibly the second Council meeting in July.

In response to Councilmember Toben's question on the CERPP funding in the budget Ms. Howard said that the money remains in the budget so that two options can be considered; 1) Offer a program to residents for cash incentives to do projects on their property (similar to what Woodside did last year) or 2) Look to hire a person to assist the Emergency Preparedness Committee to do some legwork, possibly marketing.

Mayor Driscoll opened the public hearing. Bill Urban, member of the Finance Committee, reiterated the earlier recommendations of the Finance Committee regarding a percentage of dependent health care cost be paid by the employee and a review of the additional traffic patrol in town be considered. Mayor Driscoll thanked the Finance Committee for their vital and excellent work and for always asking the tough questions. The Council's earlier decisions on these two issues may change in the next year. In January 2012 the community will be asked to comment on the possibility of the loss of the additional traffic patrol. The community will be part of the process in deciding if the additional patrol is sought and additional funds are to be spent. Staff will look into options to create a revenue stream to fund the additional service by reviewing a possible fee for multiple alarm calls or possibly using a percentage of future UUT funds for the additional patrol.

With no further speakers, the hearing was closed.

Councilmember Richards moved approval of Resolution No. 2526-2011 Adopting the Operating and Capital Budgets for Fiscal Year 2011-2012. Councilmember Toben seconded. The motion carried 4-0.

ADJOURNMENT: 9:03 p.m.

Mayor

Town Clerk