



**MARIN OPERATIONAL AREA
DISASTER & CITIZEN CORPS COUNCIL**
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**Marin Operational Area
Disaster and Citizen Corps Council Minutes
June 13, 2013**

The Regular meeting of the Marin Operational Area Disaster and Citizen Corps Council (DC3) was held Thursday, June 13, 2013.

Council Members Present: Susan Adams, Len Rifkind, John Hansen, Amy Van Doren, Reva Saper, John Buffum, Jason Weber, Henry LaRoche, Bill Byler, Heather Ravani, Carol Freedman, Garry Lion, Miles Julihn, Eric Steger, and Ken Dunkel substituting for Angel Bernal.

Council Members Excused: Judy Arnold, Rob Braulik, Angel Bernal, Libby Colman, Steve Tulsy, Luke McCann, and Tessa Shvedoff.

1. CALL TO ORDER

Supervisor Susan Adams (“Chair”) called the meeting to order at 3:00 p.m. in the Marin County Emergency Operations Center, Room 266, located in the Marin County Civic Center Hall of Justice. A quorum was present. The Chair asked for introductions around the room and then introduced new DC3 Member, Henry LaRoche, representing the Access and Functional Needs communities.

2. APPROVAL OF March 14, 2013 MINUTES

The Chair asked for a Motion to Approve the March 14, 2013 minutes as submitted to the Council with no corrections.

Motion: Hansen / Second: Lion. Proposed and passed.

3. CHANGES TO AGENDA

The Chair made one change to the agenda, specifically to move New Business to after Old Business. Chris Reilly also noted that he will be giving a status update on the LHMP under Old Business, and not Tom Jordan, who is working in the field.

4. PRESENTATIONS

May 4th Mill Valley Evacuation Drill – Mike St. John

Mill Valley Fire Battalion Chief Mike St. John reported on the 7th Annual Mill Valley community evacuation drill, which took place on May 4, and noted that this year’s exercise was more valuable than in past years due to the added *Unified Command* component. The exercise’s three main goals were successfully completed: to activate the Telephone Emergency Notification System (TENS); to train residents about receiving notifications; and to distribute surveys on door hangers. With the support of Sheriff’s Search and Rescue (SAR) Team members, Mill Valley Police Lt. Ken Dunkel led the effort of distributing about 363 out of 400 door hanger surveys. Two SAR members partnered with one police officer with the officer remaining in the car and the SAR members moving on foot house to house. There were about eight hundred households involved in the drill area. So far 108 surveys have been returned. This concept of using SAR volunteers to help law enforcement with evacuations was borrowed from

Santa Barbara Sheriff's Department. 170 residents participated in the drill from about 11% of the households. The Sheriff's Air Patrol used this drill as an opportunity to test their new "Loud Hailer" P/A equipment to broadcast announcements (it was "extremely effective"). Also participating in this drill were community partners such as the Salvation Army, American Red Cross, Marin Medical Reserve Corps, and Whistlestop Wheels.

Following Mike's presentation some discussions ensued, including the success of the TENS notification, the desire for standardized radio usage throughout the county, and consideration for amateur radio usage. Said Mike St. John, amateur radio has its place, but ultimately Mill Valley has chosen instead to purchase VHS radios for their CERTs. Further training for CERTS on radio communication is needed. He also said that driving cars may not be tenable during evacuations in MV. The Steps Lanes and Paths program was created to ensure safety in those areas of Mill Valley where cars will not be an option as a way to get out. The City has either improved existing paths or built new ones.

Marin County Involvement in Southern California Fires/Defensible Space – Jason Weber

Marin County Fire Chief Jason Weber reported on the Mutual Aid provided by County Fire and other local fire departments during the recent Southern California wild fires. This is the earliest and busiest fire season he has seen in his twenty years with Marin County. State of California has one of the finest mutual aid systems in the world. The system allows an enormous amount of flexibility. Systems prioritize the fires by threat, and split the resources evenly across state where needed. Our county has over forty engines that can be staffed and mobilized to incidents. The Chief encourages homeowners to provide defensible space around their house. This can slow the spread of the fire giving the fire service more time to get people out and while allowing them to do their job. County Fire recently conducted "4291 defensible space inspections" in their unincorporated areas, which are not meant to be punitive as much as to be educational to the homeowners. The majority of homes that are lost are due to ember showers. For example, an ember will take hold in fire-prone vegetation around a house acting as a new source of ignition. Once new fires take hold, it becomes a challenge for law to do evacuations. We should be encouraging our families and our neighbors to cut back vegetation. "Ready Set Go" is a great resource website for complete information on what homeowners can do.

The Chief received a call for mutual aid on May 1st to fires out of county. He began mobilizing resources from the county - five engines and a leader, called a "strike team." Whenever Marin engines are deployed, an automatic backfill occurs.

In response to a question regarding plans for Flood Season, Jason explained that about ten years ago the Marin County Board of Supervisors approved the creation of a County Urban Search and Rescue (USAR) team, which includes a swift water rescue team. **Chris Reilly** added that we have a Ross Valley Notification Group set up and pre-designed to activate the TENS notification during flooding events. There are pre-defined trigger points for alerting residents with the utilization of TENS and sirens.

H&HS Training Videos – Heather Ravani

Miles Julihn requested to report briefly on the June 8, 2013 Street CPR Training Event that was conducted throughout Marin at twenty sites, largely in shopping centers. Over 2000 individuals were trained. The program relies heavily on the EMS community for its support, and the Marin Medical Reserve Corps also provided significant support to this event.

Heather Ravani told the council about on a new effort by Health and Human Services to promote Disaster Preparedness through the development of YouTube videos, which is being led by Alice Kinner (in audience). Alice produced the first of a series of YouTube videos, entitled, "What do you care about." Alice is leading efforts to develop other videos with a consistent theme through each, "I prepare because I care." Presented to the council were three of these videos which contained messages linking preparedness to the obligation that government workers have as Disaster Service Workers (DSWs).

Heather emphasized that their own staff star and are featured in these videos. Heather mentioned a shelter video that was also produced and is being well received. The final video shown was with County Public Health Officer, Dr. Matthew Willis, who had visited Haiti in the aftermath of the earthquake destruction; featured were images of numerous Port Au Prince evacuation camps.

Discussion ensued amongst the council members and audience about waste after floods and other disasters, including notification, citation, clean-up, and testing the debris and waste waters. Len Rifkind wanted to emphasize that the Sanitation Districts in our county are in charge of all waste. Chris Reilly said that the sanitation districts notify the State when there are spills; the State notifies both OES (Chris Reilly) and County Environmental Health; Environmental Health makes a determination about whether further notifications are necessary.

5. Old Business

Status Update regarding Local Hazard Mitigation Plan – Chris Reilly (sitting in for Tom Jordan, Project Lead, who is at an exercise)

Chris Reilly told the Council that the Local Hazard Mitigation Plan (LHMP) focuses on the Mitigation Phase of Emergency Management. The LHMP is a tool that identifies the hazards in our county and determines how to reduce risks. Secondly, the LHMP is important because an approved plan must be in place in order to qualify for mitigation funding and recovery funding. The current plan is the 2006 version, which expired in 2011. In 2011, we applied for an extension, which was approved. **Tom Jordan** pulled a multi-disciplinary team together, and they updated the plan. This update process was done with guidance provided by California (State) OES. The State eventually approved it along with the Marin BOS in late 2012 and instructed OES to send it on to FEMA for final approval. FEMA denied the plan in February 2013 and provided the appropriate Review Tools to Marin. Ultimately team had two productive face-to-face meetings with FEMA. There were issues with version control, which were resolved.

The plan now is to finalize the LHMP within the next three months. Tom's team has reconvened with a work plan and the correct review tool and plans to submit it to FEMA at the end of the month. The final draft will be brought to the DC3 for a final review (final approval by BOS is not necessary). Extending the LHMP deadline and the Final Plan approval delay has caused us to miss out on some hazard mitigation grants. We have received assurances from FEMA that if we were to have an event right now in the interim, recovery funds would not be held up. **Lise Stampfli** from the Ross Valley Flood Mitigation League spoke about her disappointment regarding high flood insurance premium rates for homeowners in the area due to the lack of an approved FEMA LHMP. Chris Reilly acknowledged what she was saying, and added that, although the most immediate goal is to get this plan approved, going forward, OES intends to make a much better product and will engage the community to do so.

The Chair inquired about the correlation between the County-wide plan and the pending new LHMP. **Ursula Hanks** explained that the approved 2006 LHMP was submitted to the County-wide plan as an ancillary plan item, and the same process will be factored in for the 2013 finalized new revision.

John Buffum requested that the LHMP progress be reported at the next DC3 meeting. The Chair and Chris Reilly agreed.

Funding for GRM and CERTS - Community Service Grants

See New Business below for discussion under Strategic Planning Session (end of section).

Grant Process – Chris Reilly

See Handout provided by Chris Reilly.

6. New Business

Strategic Planning Session for FY 2013-2014 – Chris Reilly

OES Manager Chris Reilly introduced two 2013 Project Proposals that were submitted based on guidance from the last DC3 meeting.

Proposal #1 submitted by **Len Rifkind**, Chair of the Public Disaster, Education and Preparedness Committee (PDE&P): Recommends the establishment of an ongoing mandated program of initial training and timely recurrent training for all County Employees, not just new hires, regarding Disaster Service Worker (DSW) staff roles and responsibilities, based on the California Emergency Services Act, Government Code Section 3100-3109. County has 130 public employee agencies. County alone has over two thousand employees. DSW training is critical. Can be tailored to each audience.

The council further discussed this proposal along with the idea that consideration should also be given to the eleven cities and towns and the many districts; a DSW training program model could be created by the county and adopted by all public agencies. **Frank Cox** and **Ursula Hanks** described the County's current DSW training program for new employees for which Frank is the primary instructor. OES and county HR Training work together to provide this training. Together they also launched a successful county-wide DSW campaign a few years ago. **The Chair** cited discussions with County Counsel regarding the reading of the Government Code, which governs DSWs. The code only references that DSWs must respond during emergencies; it does not say anything about mandatory training. Currently County Labor is looking at it. **Frank** also mentioned how very far ahead the Marin County School District is in terms of DSW training. **Mike St. John** added that the City of Mill Valley also provides ongoing training for city employees such as EOC training, NIMs classes, CERT, and First Aid. **Chris Reilly** reminded all that the ICS courses #s 100, 200 and 700 are available online through FEMA's Emergency Management Institute (EMI). **Dave Jeffries** said that FEMA/EMI's online training is great, but what you lose is what Frank's class provides. A proposal to engage our Human Resources (HR) training division to manage the training data and promotional material is still viable, as HR's training division has existing mechanisms in place. **Bill Tyler** suggested that the most critical piece of the DSW program is to build and develop a "culture of disaster preparedness" for all employees. For example, can HR include DSW training in job descriptions and performance reviews? The Chair said that she is hearing much support for these concepts and will make concerted efforts on her end to support them. **Heather Ravani** wanted to remind all that a defined DSW program needs to be sustainable. Frank Cox, who continues to enhance the ongoing New Employee Disaster and Preparedness Response (EDAPR) Training (with emphasis on DSW roles), said that he would be happy to share the EDAPR training agenda and evaluations with the DC3.

Proposal #2 also submitted by **Len Rifkind**, Chair of the PDE&P Committee: recommends that a new position, entitled Community Preparedness Coordinator, be created, funded and filled as soon as practicable. The need for such a position became evident to the PDE&P after the results of the 2012 PDE&P county-wide survey indicating a need for coordination and consolidated management of preparedness programs. These programs include Get Ready Marin, Get Ready Marin Fifth Grade, CERT, CPR, First-Aid, and others. Pooling of resources would improve service and maximize efficiency to both the citizens and other agencies. Also need for a master website cross county to include all trainings and resources. Suggests that this position be paid for by cities, towns, districts and other agencies to keep the costs down, and that this position be housed and managed by County OES.

Comments on this proposal included **Amy Van Doren's** suggestion to edit the position description to delete the requirement that a candidate have a Bachelor's Degree and to add "or has equivalent work experience." **Eric Steger** proposed the following amendment to the Project #2 by changing paragraph #3 of the proposal statement to read that the new position, "*be created by OES and funded by local agencies.*" Funding options for Proposal #2 position were also discussed. Right now all local governments are looking at their budgets for the new fiscal year, so the timing is unfortunate (per Len). The Chair said that she would make a suggestion to the BOS. A decision was made that rather than create a separate ad hoc committee to explore these proposals further, the PDE&P committee would continue to take this on.

A Motion was proposed to support the PDE&P Committee's two proposals in the priority order as listed, and to ask the PDE&P Committee to do further exploration in calendar year 2013-2014.

Motion: Buffum / Second: Lion. Proposed and passed.

Carol Freedman asked the Chair about possible funding coming from the County's \$300,000 "Community Services Fund," which is managed by the Board of Supervisors and requires BOS approval (on original agenda this item was to be discussed under *Old Business* by Chris Reilly). The Chair explained that she has allocated a portion of this fund to disaster preparedness. The application form for project proposals will be available online on the county website starting July 1st. The current application process closes September 15, 2013 but will be open three or four times a year.

7. COMMITTEE REPORTS

Public Disaster Education & Preparedness (PDE&P)

Covered under New Business, Strategic Planning.

8. ANNOUNCEMENTS / COUNCIL MEMBER ITEMS / PUBLIC COMMENTS

Nothing submitted.

9. ADJOURN

Being no further business the *Chair asked for a Motion to Adjourn the Meeting at 5:03 pm.*

Motion: Julihn/ Second: Weber. Proposed and passed.

Next meeting: Thursday, September 12, 2013, 3:00 – 5:00 p.m. at the Marin County Emergency Operations Center, Civic Center Hall of Justice, Second Floor, Room 266.