



**Public Disaster Education and Preparedness (PDE+P) Committee of
the Marin Operational Area Disaster & Citizens Corps Council (DC3)
Committee Meeting – Monday November 7, 2016**

PDE+P Meeting Minutes for November 7, 2016
Approved at PDEP meeting of 12-5-2016

Attendance:

Members Present:

Bill Tyler	CoChair, DC3 Member, Batt. Chief Novato Fire, Fire Marshal
Frank Cox	CoChair, DC3 Member, OES Auxiliary, OES trainer
Catherine Way	Mayor, City of Larkspur, member, MCCMC
David Peery	MMWD Safety & Risk Manager
Garry Lion	DC3 member, Marin Economic Forum
Maggie Lang	CERT Coordinator, Get Ready / Southern Marin
Megan Scott	Sr Program Coordinator H&HS Public Health Preparedness
Terry Scussel,	Access & Functional Needs - Develop Disability.
Tom Roberts	AFN Communities: Whistlestop Chief Op Officer

Members Excused or absent:

James Wickham	PG&E Safety + Preparedness Specialist
Philippa Lockwood	ARC Disaster Program Specialist / MIDC contact

Members of Public Present

Cindy Swift	Fairfax CERT, etc. cindyswift@sbcglobal.net
Henry Warren	San Pedro Road Coalition hwarren2006@gmail.com
Lori Schifrin	MMRC training officer, CERT, etc. / lori.sch@att.net
Joshua Szarek	Neighborhood Response Group Coordinator for Larkspur Corte Madera areas joshuaszarek@gmail.com
Patti D'Angelo Juachon	Marin Community Foundation / pjuachon@marincf.org

Handouts distributed:

- Agenda, PDEP Monday Nov 11, 2016 version (a)
- Draft Minutes of PDE+P meeting of October 3, 2016 version (a)
- One Page: Marin Nonprofit Disaster Resilience & Preparedness Project Summary Nov 1, 2016 EDM Digest article on Whole Community Approach + Resiliency <http://edmdigest.com/recovery/a-whole-community-approach/>
- One Page: West Marin CERT & Fire Depts work together, Anne Sands
- 5 Pages: CDC.Gov on Public Health Emergency Preparedness (PHEP) <https://www.cdc.gov/phpr/capabilities/executivesummary.pdf>
- PDE+P Members Contact Sheet 11-01-2016.pdf
- Draft PDEP REPORT DC3 member Survey 2016a.doc Revision Date: 10-15-2016

I. Welcome, Introductions,

- Bill Tyler called meeting to order at Central Marin Police Community room est 1305 hr., and asked members and attendees to identify themselves.

Review Minutes

- Catherine moved, Tom 2nd, the Oct 3rd minutes were approved

II. Marin Community Foundation Preparedness Grants for NonProfits

- Patti D'Angelo Juachon, Marin Community Foundation / Buck Fund (The Fund) Director of the Environment, outlined for us the Marin Nonprofit Disaster Resilience and Preparedness Project, which seeks to assist nonprofits acquire and maintain disaster resilience in their service to Marin's most vulnerable populations.
- Starting this year, this pilot project has extended small grants, technical assistance, and pre-approved post-disaster grant agreements to about 10 to 13 nonprofits to help them



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prepare for, and potentially respond to, disasters such as fires, floods, etc. of any kind, but with a planning focus on those made more serious due to climate change.

- Among some of the organizations participating are St. Vincent de Paul Society, Whistlestop, San Geronimo Valley Disaster Council, West Marin Senior Center, Marin City CSE, Canal Alliance, Novato Human Needs, and others.
- Some organizations have existing disaster plans and drills, such as St. Vincent's, while others are developing such capacity.
- The Fund has retained experienced disaster planners including Margaret Melsch and Annamaria Swardenski for this pilot project, that is scheduled to conclude December 2017. Disaster preparedness should cover not only the organizational survivability and continuity of services, but support the client services most needed after disasters.
- Several PDEP member referenced responses from DC3 members to the PDEP Survey to the effect that Marin's disaster preparedness efforts lack baseline funding for coordination and support of multiple efforts across the County. The Survey report, when completed, may assist the Buck Fund in discerning unmet needs and helping to close funding gaps.

III. PDEP survey of DC3 members – DC3 DRAFT report for discussion

- The Survey Draft, as revised 10-15-2016 1300 hrs, was previously emailed to PDEP members & PDEP friends lists, and was distributed in paper format at the meeting.
- Frank explained his effort in creating the draft was to 'bullet point' key concepts each of the DC3 members submitted in response to the 9 survey questions as an effort to encourage readers to move to **Appendix A**, the verbatim responses submitted by DC3 members.¹
- While some DC3 members responses were narrow and specific to their disciplines, others were more broad ranging. All of the DC3 responses had valuable insights, and together recommend a better coordinated, funded, and planned preparedness effort.
- PDEP members agreed we should recommend to DC3 a forum wherein members might discuss and then prioritize recommendations made in light of this Survey.
- Several suggestions were made, including:
 - The structure of the document might well start with an 'Executive Summary' rather than a bulleted list of responses ending with a conclusion.
 - DC3 might set aside a block of time in one or two of the quarterly meetings to discuss these findings and reach consensus, or
 - DC3 might schedule a special workshop to discuss the Survey report, and then bring specific recommendations back to DC3 at a regular meeting, such as the March 9, 2017 DC3 meeting.
 - DC3 might support community preparedness projects using California's State Homeland Security Program (SHSP) or Urban Area Security Initiative (UASI) federal grants, and share strategic goals and findings with groups such as the Marin Community Foundation (Buck Fund), that would have a more narrow focus. Together, these grants might enhance County and City funding of a more coordinated and effective disaster response for Marin County.²

¹ The Year 2016 responses by DC3 members may be viewed online at <https://drive.google.com/open?id=0B4iuvxM93B5qaWQwS0xDY0Zpbzg> and

The DC3 approved year 2013 Strategic Proposals may be viewed online at: <https://drive.google.com/open?id=0B4iuvxM93B5qZ2w0Qzg5WkNiQ28>

² Cal OES Homeland Security Grants Program: <http://www.caloes.ca.gov/cal-oes-divisions/grants-management/homeland-security-prop-1b-grant-programs/homeland-security-grants-program>



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- The responses might be summarized into a handful of core concepts, and presented to DC3 using a PowerPoint presentation on December 8th.
- The Survey should lead DC3 to action items with specific objectives and measurable results.
- PDEP Members were invited to submit suggested edits to the current Survey Draft to Bill and Frank in about a week, so that a final Survey document might be prepared.

IV. Updates from PDEP members

- MCCMC Marin County Council Mayors + City Councilmembers

- Catherine asked Joshua Szarek, Neighborhood Response Group Coordinator for Larkspur Corte Madera, to report on a recently completed Neighborhood drill.
- Joshua is working with about 30 neighborhoods in their progress towards neighborhood response efforts. Last Sunday, 7 or 8 of these groups conducted a simulated disaster response drill. Those who held sandbox tabletop discussions of the issues and procedures, including radio protocols, found this preparation helped them in the drill. An After Action Report (AAR) will be prepared.

- West Marin

- All received and reviewed Anne Sand's one page press release: *'How West Marin neighborhoods CERTs and fire departments work together'* as part of the handout.

- MIDC and Red Cross Events:

- Philippa was unable to attend, as she had a conflicting meeting in Santa Rosa, but reported by email:
- Red Cross:
 - We are holding interviews for a Disaster Program Manager (DPM) to replace Crystal Silva this week. Our hope is that we will be able to make an offer for a new DPM by the end of the month.
 - We are continuing with slow-but-steady outreach for the Pillowcase Project. As a reminder, the Pillowcase Project provides personal preparedness information to youth in grades 3 – 5 through 40 – 60 minute presentations. At the end of the presentation, youth are provided with a Disney-branded pillowcase which they are then encouraged to take home and share with their families.
 - In Marin, we have agreed to work in collaboration and cooperation with the Get Ready 5th grade program. For this reason, in Marin, we are only targeting grades 3 and 4.
- MIDC
 - We met as a group on October 18th at the Office of Emergency Services in San Rafael. We discussed the direction of MIDC and again considered a proposal to formalize a more traditional hierarchy with our group. We also discussed the possibility of resuming MIDC-sponsored workshops. A guest speaker from the Marin Community Foundation had helpful insights to share.
 - We will meet again on November 29th to discuss planning for future MIDC workshops. Strong consideration will be given to workshops around the theme of disaster preparedness/ response to assist seniors and persons with disabilities.

- Southern Marin / Business Community

- Garry and Maggie met with several key members of the Southern Marin Business Community familiar with the M'BER project, and plan to meet with Fire Prevention officers and Ross Valley Fire in coming months.
- Various Chambers of Commerce may also be re-contacted to assist with the M'BER efforts. Again, lack of funding has stalled development of the M'BER project.



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- CERT and Get Ready 5th ~ Reports by Maggie Lang:

- Maggie reported:
Marin County CERT (MCC)
 - Status of 2016 Classes : Last two classes at COM & Nicasio have been full. Floating Homes simulation very interesting & helpful for FH residents. Final class at SR starts this Saturday and is full. The Tomales class scheduled for Jan. 7 & 14 and Southern Marin Boy Scout /Girl Scout class Jan./Feb. 2017.
 - Marin County CERT now a 501(c)(3) IRS Code nonprofit organization under MarinLink so able to take donations³. Maggie is working with one of the retired business leaders to develop a 3 year Strategic Plan.
 - The CERT Steering Committee will remain on as Advisory Committee, with its next meeting set for Tuesday, November 15, 2016.
 - Homeland Security funding for the program will end 12/31/2016, at which point County funds will pick up funding for the Coordinator position.
 - The CERT Newsletter- 1st of quarterly newsletter was sent out and copies distributed at the October meeting. The next Newsletter will be out in November.

CERT Advanced Trainings:

- The Annual Exercise was this past Saturday on Nov. 5th in Mill Valley ; 50 participants. Leadership/ICS review with two afternoon simulations.
- Train the Trainer- there is interest in hosting another Train the Trainer in 2017.

CERT Suggestions for next year:

- What CERTs would be doing in aftermath of a wildland fire/other disaster.
- Working with children in post-disaster setting
- CERT Leadership
- First Aid
- Annual Disaster Simulation Exercise

Readymarin.org website report:

- Ready Businesses is up on the website and Ready Neighborhoods is close to posting. In the last quarter we've had over 1,500 visits to the site. Visitors continue to gravitate to the CERT page and the Calendar so we know we're getting that audience.

Get Ready

- Classes are being offered by different instructors around the county. Maggie will put dates on the website if we know about it. There is a class in Marinwood this week. Last week classes were held at two San Rafael businesses, Eckhoff Accounting & Telltale Games.
- GR5 - classes held as requested; 4 in San Rafael, 1 in Novato & 1 in San Anselmo over the past two weeks.

- Access + Functional Needs communities (AFN):

- Tom Roberts reported OES sponsored a Transportation workshop on October 24th to share disaster planning among key Marin based agencies, including a discussion of AFN populations and needs. Basic concepts, such as numbers of vehicles, drivers, their County or out of county residences, and such were shared.
- Ursula Hanks, Amy Van Doren, Frank Cox, and Tom are discussing the next workshop, tentatively planned for December 5th to further explore share communications and planning among these agencies.
- Frank distributed an AFN focused document provided by Marin Transit: '**Marin in Motion**'⁴ at the County employee 'Wellness Fair' November 3rd, and found it to be very helpful in cataloguing transportation resources for persons with age or other limitations.

³ Marin CERT Donations via MarinLink: <http://marinlink.org/>



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- Terry Scussel, President of Marin Ventures⁵, mentioned the disaster preparedness grants by the Marin Community Foundation may fill a critical need. The funding and staffing at Marin Ventures, like others of its class, are very tight, and could benefit from even modest grants. Further, the
- The Calif. Dept. of Social Services Community Care Licensing Division's (CCLD's) Self-Evaluation checklists and Self-Assessment Guides address some of the basic issues, but the forms are very brief, and don't provide resources to meet the preparedness needs⁶.

- Public Health Preparedness and related programs

- Megan Scott was warmly welcomed by all as a new member of PDEP.
- She advised the County Public Health Preparedness (PHP) website⁷ and the Hospital Preparedness Program (HPP)⁸ website will be improved.
- Her Department will actively participate in the County's 2016 Flood Functional Exercise to be held November 17th.

- Utilities including MMWD and PG&E

- Dave Peery advised MMWD will also participate in the Nov 17th EOC exercise.
- Dave participated in a preparedness meeting recently at a condominium complex that attracted about 150 residents, many of whom were un-prepared for quakes and such.
- MMWD has 8 portable high output generators that may prove valuable in disasters, but about 86% of the staff live outside the County, so operating the generators and maintaining water services after a disaster may be difficult.
- Jim Wickham, PG&E, was unable to attend the meeting.

- Fire Services + County at Large Issues:

- Bill Tyler reported the official fire season has expired
- The Marin Board of Supervisors scheduled an informational workshop November 8th to review the 2016 Marin County Community Wildfire Protection Plan (CWPP). Many fire chiefs and other fire officials will be in attendance.
- The Marin Valley Mobile Country Club through the CERT based Marin Valley Emergency Services Team (MVEST) will be seeking certification as a FireWise Community.⁹

- OES, Training and other Events:

- Frank outlined a few training events held recently or scheduled in the near term:
 - 2016 10 06 DSW Class
 - 2016 10 20 Great Shakeout
 - 2016 10 21 Get Ready CAMFT therapists
 - 2016 10 24 OES Transportation #2

⁴ Marin in Motion – a Marin Transit Guide for persons with AFN limitations:
<http://marinaccess.org/wp-content/uploads/2015/05/Marin-In-Motion.pdf>

⁵ Marin Ventures is a community day program for developmentally disabled adults:
<http://www.marinventures.org/>

⁶ Calif. Dept. of Social Services Community Self-Evaluation checklists and Self-Assessment Guides
<http://cclld.ca.gov/PG832.htm>

⁷ Marin H&HS Public Health Preparedness (PHP): <https://www.marinhhs.org/public-health-preparedness>

⁸ Marin County Hospital Preparedness Program (HPP)
<https://www.marinhhs.org/hospital-preparedness-program-hpp>

⁹ Firewise: <http://www.firewise.org/> See the criteria to attain this certification here:
<http://firewise.org/usa-recognition-program/program-criteria.aspx>



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- 2016 10 26 MMSRP Org Mtg
- 2016 10 29 Flood Fair
- 2016 11 03 HR Wellness Fair
- 2016 11 05 CERT annual Drill
- 2016 11 09 GReady Marinwood
- 2016 11 12 FADR Marinwood
- 2016 11 17 Flood Functional Exercise
- 2016 12 05 OES Transportation #3
- 2016 12 08 DSW Class

VI. Open Time / Public Comment

2:50 PM end of meeting

- Bill Tyler closed the meeting.

Next Meetings:

PDEP Meetings: 1-3pm Year 2016: 12/5/2016.

PDEP Meetings: 1-3pm Year 2017: draft dates to be discussed:

01/9/2017, 2/6, 3/6, 4/3, 5/1, 6/5, 7/3, 8/7, 9/4, 10/2, 11/6, 12/4/2017

Dates may be flexible as circumstances require.

Site: PDEP unless otherwise posted: Central Marin Police Community Rm.

DC3 Meetings: 3-5pm: 12/8/16 – at new EOF.

*PDEP_Minutes 2016-11-07b.docx
Approved at 12-5-0216 meeting
Rev 12-13-16 1230 hr. fcox*