



**Public Disaster Education and Preparedness (PDE+P) Committee of the
Operational Area Disaster & Citizens Corps Council (DC3)
Committee Meeting – July 9, 2018**

PDE+P Meeting Minutes for July 9, 2018
Approved at 9/10/18 meeting

Members Present:

Catherine Way	CoChair, DC3 City of Larkspur Councilmember, MCCMC
Frank Cox	CoChair, DC3 Member, OES Auxiliary, OES trainer
Garry Lion	DC3 member, Marin Economic Forum
James Wickham	PG&E Safety + Preparedness Specialist, MV City Council
Peter Mendoza	DC3 / AFN representative
Tom Cromwell	Marin Medical Reserve Corps, etc.

Members Excused or Absent:

Ann Eichhorn	ALTERNATE to Debbie Yee, Red Cross Disaster Manager
David Peery	MMWD Safety & Risk Manager
Keith Kennedy	DC3 Member, Dist. 3
Maggie Lang	CERT Coordinator, Get Ready / Southern Marin
Megan Scott	Sr Program Coordinator H&HS Public Health Preparedness

Members of Public Present

Anne Starr	Marin HR / Civic Center Volunteers / ASTarr@marincounty.org
Cindy Swift	CERT, Fairfax cindyswift@sbcglobal.net
Elaine Tokolahi	CVNL Director Volunteer Services etokolahi@cvnl.org
Jay Hubert	RACES j-mhubert@att.net
Lori Schifrin	MMRC, CERT, etc. / lori.sch@att.net
Quinn Gardner	SRFD emergency manager Quinn.Gardner@cityofsanrafael.org
Sashi McEntee	MValley Councilmember, etc. smcentee@cityofmillvalley.org
Patti D'Angelo Juachon	Marin Community Foundation pjuachon@marincf.org

Handouts distributed:

- Agenda, PDEP meeting 07/05/2018
- Draft Minutes PDEP_Minutes 2018-06-04 c.pdf
- Front page with URL **"They Will Come"** / OES Volunteer guide¹
- Press Democrat article 6/9/18: Sonoma County employees lacked training to handle response in October Wildfires, New Review Finds².
- Marin IJ 6-21-18 article: Supervisors approve \$590 million plan.³
- WMDC minutes of May 24, 2018
- PDEP contact sheet as of 6-28-2018
- Referenced: OES AlertMarin.org flyer
- Referenced: 2016 Marin Spontaneous Volunteer Mgt Annex (pgs 15-25 checklist)
- Passed around: PG&E public handout - defense zones around power lines (see www.pge.com/wildfiresafety for related materials).

¹ OES volunteer management PDF:

[https://w3.calema.ca.gov/Operational/OESHome.nsf/PDF/They%20Will%20Come%20Post-Disaster%20Volunteers%20and%20Local%20Government/\\$file/TheyWillCome.pdf](https://w3.calema.ca.gov/Operational/OESHome.nsf/PDF/They%20Will%20Come%20Post-Disaster%20Volunteers%20and%20Local%20Government/$file/TheyWillCome.pdf)

² Press Democrat Article:

<http://www.pressdemocrat.com/news/8414620-181/sonoma-county-employees-lacked-training>

³ Marin IJ budget article:

<http://www.marinij.com/general-news/20180620/new-marin-county-budget-contains-6-million-in-one-time-spending>



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I. Welcome, Introductions, Handouts. Review of Minutes

- Catherine welcomed attendees, and introductions were made.
- Catherine moved adoption of the draft June minutes. Garry seconded. Approved.

II. Volunteers Part II - Convergent & other disaster volunteers

- Elaine Tokolahi and Anne Starr were welcomed by all, and began the discussion.
- Elaine noted that the June PDEP minutes summary of comments by Kerry Burke - CVNL program coordinator included most of what Elaine wished to say today.
- Elaine noted when CVNL first contracted with Marin County to deploy Emergency Volunteer Centers (EVCs) if requested by the EOC, CVNL's strategy was to pre-identify potential EVC locations in five different areas of the County. In recent years, CVNL changed its strategy so that its main office would serve as the EVC location.
- Now, in light of the North Bay Fires, Elaine is working with OES (Woody Baker-Cohn), Dave Jeffries of Novato, Cory Bytoff of San Rafael, the EPC in Mill Valley to work out the logistics, including pre-identifying potential EVC sites, in those localities.
- Plans are being discussed, but as yet are not formalized, in all these venues.
- This Fall, CVNL may train with Marin County CERTs for EVC training.
- Elaine believes the model that worked for Napa County is a good model for Marin. CVNL set up the October 2017 fires EVC utilizing Napa CERTs. The Napa contract agreed CVNL would receive approximately \$25K to be ready with computers, communication, and core equipment to operate one or more Napa EVCs.
- Sashi McEntee stated that Mill Valley Park & Rec held a Red Cross Shelter training (not EVC training), as their staff would be responsible for Care & Shelter in event of a disaster.
- A question arose: what if CVNL had contracts with both Cities and the Marin County - and requests were made by both for EVCs to respond. Would the EVC be under the management of City or County officials, or both? Would the ICS / SEMs management structure be parallel, collaborative, or only under the County EOC?
- Frank noted that if a single city in Marin declared a local emergency, the city could ask the County EOC to activate. Further, if two cities had local emergencies, the County EOC would be required to activate. Thus, in almost any practical emergency / disaster situation, the CVNL EVC would be under the Op Area EOC management structure.
- Quinn noted that EVC resource and other requests from the cities may be managed by the cities, but if the cities were overwhelmed, the cities would ask for EOC support.
- An EVC would need a functional site, including sufficient safe space for different zones: a waiting area, registration, interviews, liaison with other agencies, and more.
- While CVNL's responsibilities may include donations management - the issue is rife with untried complexity. For example, in the 2017 fires, many well-meaning but aggressive volunteers showed up at shelters and other sites, bringing unwanted donated items, and demanded that they be integrated into services, and their donations be accepted.
- Elaine noted the CVNL EVC in Napa was not overwhelmed, and was effective in spite of the large number of volunteers and similar challenges.⁴
- Quinn noted all PIOs (Op Area, NGOs, etc.) must have consistent and clear public messaging early and often: Don't bring random materials to disaster sites. IF specific

⁴ Elaine followed up the PDEP meeting with a note that CVNL has MOUs in place with volunteer centers throughout California, and with California Volunteers, to provide mutual aid resources for EVCs. For example, the Volunteer Center of Sonoma County didn't have an online volunteer sign-up system in October, so the Volunteer Center of Santa Cruz let Sonoma borrow their system. Overall, the EVC mutual aid system is a strong system, Elaine added.



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- items are needed, a specific public information source and instructions must be clearly announced. “Have a garage sale and donate the money” might be a good message.
- Peter noted there is a question whether EVCs should make contracts with the many special districts in the county. Frank commented there are well over 50 substantial special districts in the County... fire, schools, sewage, vector control and more.
 - Quinn noted cities will have questions what duties might be assigned volunteers. For example, moving debris can be assigned unskilled labor, but sending such labor into hazardous sites may be dangerous.
 - Similarly, some volunteers may claim expertise or licenses - but experience has shown some volunteers lack claimed skills or licensure. It is up to the receiving agency, not CVNL, to ‘Vet’ volunteers, and to accept them or not.
 - City and County DSW employees further may have maximum deployable hours, while still others may wish to act as pure volunteers rather than deployed government DSWs.
 - Questions remain un-answered whether any or all members of Neighborhood Response Groups of various types, only some of whom have training as CERTs or other ‘affiliated’ groups, can be deployed as DSWs covered under Worker Comp protection.⁵
 - Similarly, many neighborhoods are organizing as Firewise communities, recognized by local fire agencies.⁶ Many of these volunteers, active in fire prevention efforts, and would likely attempt to assist their neighbors or fire agencies in an organized manner in the event of a local wildfire. In what circumstances might they be ‘affiliated’ volunteers?
 - Counties and NGOs may seek post-disaster cost reimbursement under the California Disaster Assistance Act (CDAA)⁷. Similarly, FEMA's Public Assistance (PA) grant program provides federal assistance to government organizations and certain private nonprofit (PNP) organizations following a Presidential disaster declaration.⁸ Therefore, in the event of a major disaster, local government may be able to recoup literally millions of dollars by correctly deploying, accounting for, and reporting volunteer hours of all types.
 - Elaine noted much of the CVNL EVC planning to date has been on the immediate response phase of disasters. More planning should be undertaken to plan for the lengthy recovery phase of disaster - that might take months or years. The nonprofits need to be trained and coordinated for such long term use.
 - Quinn noted the Marin Interagency Disaster Coalition (MIDC)⁹ may emerge as the Marin County Voluntary Organizations Active in Disaster (VOAD)¹⁰ to coordinate post-disaster

⁵ Marin has multiple types of local volunteer groups, such as Neighborhood Response Group of Central Marin: <http://www.nrgmarin.org/>, Multiple local councils part of the West Marin Disaster Council: <https://www.ptreyeslight.com/article/volunteers-prepare-emergencies>, Lucas Valley Homeowner’s <http://www.lvha.org/committees/emergency-response>, Mont Marin San Rafael Park Neighborhood Response Team: <https://www.montmarin.org/neighborhood-response-teams.html>, dozens of local neighborhood groups, and the Mill Valley Emergency Preparedness Commission, <http://www.cityofmillvalley.org/gov/commissions/emergencycomm/default.htm>

⁶ Firewise communities listed on FireSafe Marin site: <http://www.firesafemarin.org/firewise>

⁷ California Disaster Assistance Act (CDAA) - <http://www.caloes.ca.gov/cal-oes-divisions/recovery/public-assistance/california-disaster-assistance-act>

⁸ FEMA Public Assistance: Local, State, Tribal and Private Non-Profit disaster cost reimbursement: <https://www.fema.gov/public-assistance-local-state-tribal-and-non-profit>

⁹ MIDC: <http://www.midcpartners.org/>

¹⁰ National VOAD: <https://www.nvoad.org/>



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recovery efforts by member nonprofit organizations. For example, MIDC may provide services if a Local Assistance Center (LAC) were to be set up following a disaster.¹¹ The DC3 MIDC representative, Denis F. O'Leary, was unable to attend the July PDEP meeting, but will be invited to future meetings.

III M'BER ... priorities for PG&E Roll-Out Grant

- Garry Lion summarized the first 7 years of progress of the Marin Business Emergency Readiness (M'BER) Program.
- M'BER originally incorporated ideas from the Red Cross Ready Business program¹² The basic online toolkit, consisting of business emergency plan templates, an interactive score card, and self-guiding help screens, is now available on the ReadyMarin.org preparedness site.¹³
- Tangible measures of success, from Bronze - Silver - Gold - to Platinum with public certification encourage businesses to become disaster resilient.
- However, funding for rolling out M'BER has been difficult to secure. Garry and others have sought support from the County, the State, the Marin Economic Forum, the Fire Chief's Association and others with limited success. There is now an application for a grant from PG&E that may result in an initial grant of about \$5K to re-initiate M'BER efforts, including some local fire agency collaboration, publicity, and training.
- PDEP members continue to support M'BER, and made several suggestions, including getting support through local fire marshalls in enforcing business codes that would support continuity of operations, preparing an annex to the County Emergency Operations Plan (EOP) to support business preparedness and integrate business resources in disaster response plans, offer city-sponsored 'carrots and sticks' to encourage business COOP plans, and seek support at the State OES level, perhaps funded by FEMA programs.
- Sashi suggested that the 22 businesses that participated in the original Mill Valley pilot 'essential business' program be re-surveyed.
- Patti D'Angelo Juachon of the Marin Community Foundation indicated she would be willing to talk further with Garry about supporting the M'BER efforts.

IV. Updates from PDEP members

- MCCMC Marin County Council Mayors + City Councilmembers

- Catherine Way and Sashi McEntee are CoChairs of the MCCMC disaster preparedness committee, and plan to have three meetings this fall to explore ways the cities might support neighborhood level preparedness.
- A 'white paper' with these concepts will be drafted and given the MCCMC members.
- The Central Marin NRG Coordinator, Laurie Rice, is now scheduling radio workshops, FADR classes, drills and more for the many groups in Central Marin.¹⁴

¹¹ Cal OES Local assistance page / Local Assistance Centers (LACs):
<http://www.caloes.ca.gov/cal-oes-divisions/recovery/individual-assistance>

¹² Red Cross Ready Rating program: <https://www.readyrating.org/> and
<http://www.redcross.org/news/article/Red-Cross-Announces-Free-Business-Preparedness-Tools-and-Webinar>

¹³ M'BER Business site on ReadyMarin.org: <https://readymarin.org/get-ready/ready-business/>

¹⁴ NRG July 2018 Newsletter: <http://www.nrgmarin.org/july-2018.html>. Contact: coordinator@nrgmarin.org



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- West Marin

- The WMDC minutes of May 24, 2018 were distributed and reviewed.

-MIDC and ARC liaison information

- Peter Mendoza advised the Marin Interagency Disaster Coalition is reorganizing itself, and is discussing potential preparedness training for churches and nonprofits.
- Catherine commented the Neighborhood Empowerment Network sponsored Bay Area Community Resilience Summit held 5-16-2018 in SF underscored for her the critical role of faith based organizations in supporting neighborhood resilience.¹⁵

- Southern Marin / Business Community

- Garry covered this topic when discussing the M'BER program, supra.

- CERT, Get Ready and Get Ready 5th:

- Maggie Lang was unable to attend, so this item is moved to our next meeting.

-- Access + Functional Needs communities (AFN):

- Peter attended the Marin OES 'Shaking Marin' earthquake exercise on May 23rd, and found it a valuable experience. He is willing to work with OES to update their resource lists and other AFN checklists.
- Frank served as Sim Cell Leader for the exercise, and complimented Peter for responses to simulated messages during the event.

- Public Health Preparedness and related programs

- Megan Stevenson (nee Scott), Sr. Program Coordinator for H&HS Public Health Preparedness, has resumed work following maternity leave, and anticipates attending future PDEP meetings.

• - Utilities including MMWD and PG&E

- Jim Wickham attended the recent Marin Emergency Manager's meeting and distributed information about PG&E's plans to turn off electricity to communities in high fire-threat areas when extreme fire danger conditions occur¹⁶
- Most of Marin County is designed 'Tier 3' (Extreme Fire Risk) by the California Public Utilities Commission¹⁷, so Marin residents are encouraged to sign up for alerts and take extra steps in preparation for wildfires.¹⁸
- PG&E has removed automatic power 'reclosures'. Hence, if a power shut down is ordered, manual inspection of wires and manual 'reclosures' may take some time.
- Additional fire prevention efforts, including wider vegetation clearance around power poles, is under way. Issues such as power maintenance for AFN persons dependent on continued power (ie: oxygen concentrators for those with breathing issues, power for mobility and communications tools, etc.) are complex and may require cooperation among customers, family members, first responders, and others.

¹⁵ The Bay Area Community Resilience Summit in SF included an exceptionally valuable Keynote Address by Daniel Aldrich, Ph.D. All are encouraged to view a half hour video of that address at: <https://www.youtube.com/watch?reload=9&reload=9&v=ryPS8AM7rYU>

¹⁶ PG&E power shutdown and public notifications. See www.pge.com/wildfiresafety and https://www.pge.com/en_US/safety/emergency-preparedness/natural-disaster/wildfires/public-safety-power-shutoff-notifications.page

¹⁷ CPUC Fire Threat Maps: http://cpuc_firemap2.sig-gis.com/ and <http://www.cpuc.ca.gov/firethreatmaps/>

¹⁸ Marin IJ 5-19-19 article on PG&E program: <http://www.marinij.com/general-news/20180519/marin-included-in-pgampe-program-to-limit-wildfire-threat>



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- One tool that may assist some AFN groups would be deployment of microgrids¹⁹. A microgrid generally operates while connected to the grid, but importantly, it can break off and operate on its own using local energy generation in times of crisis like storms or power outages.
 - Marin Medical Reserve Corps (MMRC), etc.
- Dr. Tom Cromwell advised that Miles Julihn, Marin EMS Administrator, will be retiring soon. That retirement, along with a vacancy in the MMRC Coordinator position, results now in deferred training and organizational efforts at MMRC.
- OES, Training and other Events:
 - Frank mentioned upcoming trainings:
 - 2018 07 15 FireClass Marinwood
 - 2018 08 02 DSW Class
 - 2018 08 11 CERT in San Rafael
 - 2018 08 30 Local Councils #7
 - 2018 09 06 Yellow Command

V. Open Time / Public Comment

3:00 PM end of meeting

- Catherine closed the meeting.

Next Meetings:

PDEP Meetings: 1-3pm Year 2018: draft dates to be discussed:

(NO AUGUST meeting), 9/10, 10/1,11/5, 12/3/2018

Dates may be flexible as circumstances require.

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

DC3 Meetings: 3-5pm: at Marin Board of Supervisors Hearing Room:

Year 2018: 9/13/2018, 12/13/2018

Dates may be flexible as circumstances require.

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Approved at 9-10-2018 PDEP meeting rev 9-11-2018 0745 hr fcox

¹⁹ Microgrid power sources: <https://www.energy.gov/articles/how-microgrids-work>