



**MARIN OPERATIONAL AREA  
DISASTER & CITIZEN CORPS COUNCIL**  
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**Minutes of the December 13, 2018 Meeting**

The Regular meeting of the Marin Operational Area Disaster and Citizen Corps Council (DC3) was held Thursday, December 13, 2018.

**Council Members Present:** Judy Arnold, Frank Cox, Mike McDermott, Keith Kennedy, Anne Sands, Ed Schulze, Eric Steger, Jason Weber, Denis O’Leary, Mike Grant, Garry Lion, Mohamed Osman, Jack Baker, and Peter Mendoza. **Council Members Excused:** Lisa Santora, Debbie Yee, Bill Tyler, & Trisha Seyler-Campbell

**I. CALL TO ORDER**

**Marin County Supervisor Judy Arnold ("Chair")** called the meeting to order at 3:02 p.m. The meeting was held in the Board Chambers, Marin County Board of Supervisors, 3501 Civic Center Drive, Admin Building, Third Floor, Room 330, San Rafael, California 94903.

**APPROVAL OF September 13, 2018 MINUTES**

*The Chair asked for a Motion to Approve the September 13, 2018 minutes. As submitted to the Council, with no corrections or additions, the Minutes were adopted.*

**Motion: Schulze / Second: Chinn**  
**AYES: ALL**

**2. CHANGES TO AGENDA:** The **Chair** added a presentation regarding a year-end report and training from CERT to **New Business**, by **Quinn Gardner**. We will also be celebrating the retirement of Anne Sands, Eric Steger, and Trish Seyler at the end of the meeting with refreshments.

**3. PRESENTATIONS:** “Working in a Local Emergency Operations Center during a Wildfire Disaster – Our Experiences in Sonoma and Butte County,” by **Dave Jeffries and Jeff Davidson**.

Background of North Bay Incident Management Team:

- Formed in 2013, the team is an evolution of the incident support team that existed through USAR.
- Multidisciplinary team represents several counties with members from Marin, Sonoma, Solano, and Napa counties. It includes fire departments, law enforcement, emergency managers, rangers, public health personnel, etc.
- The mutual aid unit is available throughout the North Bay area and can respond and assist agencies in managing major emergencies.
- Provides assistance in field incident management, and specifically in the last couple years, working in EOCs.
- Response area is relatively large because of relationship with CalFire – have had callouts in Mendocino, Santa Cruz counties, and the Paradise incident.

What the Response Team does:

- Functions within an incident, especially with things you can see in an ICS structure. Response is operationally heavy at the beginning. The team can provide support and take burden off the main incident command team.
- Need to establish cadence, provide support/relief – can help set up so that the primary team can focus on the incident.
- Types of Teams:
  - Type 3 – local government management team – consists of about twelve to fourteen people. Fire season is the bulk of the response. If the incident becomes larger, other larger teams will respond after.
  - Type 1 – larger CalFire teams that bring a lot more resources, and can often take a day to arrive after being requested.
  - A few federal teams are in California, six Type 1 teams from CalFire and one from LA County, few Type 2 teams exist and are all federal; this is not seen at state level anymore. Type 3 teams are in Northern California, includes North Bay team, Sacramento Regional team, East Bay team, and South Bay team – during Paradise EOC deployment – 1<sup>st</sup> time all 4 Northern California teams were working together.
- Our team is designed to support an Incident Command Post dealing with field events.
- Normally with these events, the EOC would coordinate and support the events, but they're not running the field event with the incident command and their staff.
- Similar incident command structure to EOC structure, but with differences.
  - We meet four times a year for training and exercises, one of them includes acting as an EOC to understand the differences, and learn in the case they need to integrate with one.
  - All have mutual aid strings – Law Enforcement, Fire, EOC, and need to work through different mutual aid protocols.
- Why use a field team in an EOC?
  - Dealing with severe events, need all hands on deck – we have training, have quick turnaround time. It's better to get a team on the road sooner than later – can support initial activities in either the incident command or EOC to get everything going.
  - Have ability to apply expertise in EOC or incident command, different backgrounds become an asset.
  - Our team has been in 4 different EOC deployments.
  - Assisted with North Bay fires, and once they were transitioned out with larger teams, we helped with individual EOCs as technical experts in Santa Rosa, Sonoma, and Napa and were able to mentor and train staff

Paradise Fire

- Responded to Chico EOC –Paradise had one to three people involved at the time due to how impacted everyone was.
  - We used resources our team had to establish cadence with meeting schedules and deliverables. While working in Sonoma, we found they were doing great work, but it was fragmented and compartmentalized. We helped bring out an alignment of different procedures to get everything working smoothly.
  - In Paradise, we dealt with objectives to support EOC and helped support in the field.
  - Came up with a Town of Paradise emergency operations action plan – mirrors design and function to the incident action plan CalFire developed.
  - Modeling after the Town of Paradise action plan, we formed the first five days of the Camp Fire disaster recovery operations plan for unified response within the county and built additional tools to support them.
  - CalFire Team 4 was present, with Deputy Chief Mark Brown, as the Camp Fire Deputy Incident Commander for the entire fire.

We are a Marin County based team and every time we deploy, we come back with more experience. Chris Reilly and some of OES staff, Novato Fire/PD, Sheriff's Office, County Fire, Water District, HHS,

and others are on the team. We are a very integrated all hazard team and try to be able to handle anything, whether it is law enforcement related, a mudslide, earthquake, whatever.

We are available to help if you need to preplan an event or exercises. We assisted Santa Rosa PD during protests during the last election since they had challenges with them in the past. We set up an exercise scenario, with 2 competing groups. Preplanning was done and the team came in a day before the election and ran the exercise. Three days later, Santa Rosa was dealing with actual protests in the same streets they just exercised. A couple of weeks later, their Chief assigned two captains and five lieutenants to join our team as part of our staff.

There is an importance of having good partnerships within our team as well as with agencies we assist. This partnership provides immediate and seamless access and integration with the jurisdiction we are helping. Since the Paradise Fire was so involved, the team must be aware of how the incident is affecting their local counterparts. We must be able to provide emotional support and give space and support when it is needed.

#### **Questions/Comments**

- **Chief Jason Weber** thanked Jeff and Dave for their contribution on the team.
- **Catherine Way** asked how the IMT was dispatched.
  - They are a part of Marin County FD and are dispatched by the FD.
  - Reimbursement depends on who requested aid and works similar to the CalFire agreement, “assistance by hire” where contracts are worked out with agencies requesting assistance.
- **Dr. Cromwell with the Marin Medical Reserve Corps** asked what the team does to provide medical assistance for them if needed.
  - The team has medics on standby should they have an incident within the incident.

#### **4. NEW BUSINESS:**

- **CERT – Quinn Gardener standing in for Maggie Lang** provided a review of 2018 activities and accomplishments.
  - Request to the Council for the approval of the 2019 CERT training calendar.
  - 2018 Review:
    - 338 CERTS graduated, goal was 250.
    - More younger people joined this year.
    - CERTs acted as “Get Ready” instructors for 5<sup>th</sup> grade.
    - Working with Medical Reserve Corps.
    - Urban Shield involvement with Green Command.
    - Emergency volunteer center training was full. It was good to see interest in the community for involvement.
  - Goals for 2019:
    - To host ten to twelve full classes, with goal of another 250 new CERTs
    - Three to four advanced trainings on county level.
    - Training new instructors.
    - Developing communications plan and SOPs.
    - Ready Marin website.
  - *The Chair asked for a Motion to Approve the 2019 CERT Training Calendar. As submitted to the Council, with no corrections or additions, the 2019 CERT Training Calendar was adopted.*

***Motion: Mendoza / Second: Lion***

**AYES: ALL**

- **Considering establishing a “Wildfires Lessons Learned” Working Group to implement the committee recommendations.**
  - Lessons Learned, by **Chief Jason Weber**
    - After North Bay fires, the work group came up with three goals:
      - 1) Re-energizing Get Ready program and a coordinator position
      - 2) School based continuum
      - 3) Raising bar with DSW training across all municipalities in Marin
    - How to improve collaboratively among agencies countywide while remaining effective.
  - Immediate focus remains on evacuations, notifications, and planning on a larger scale. We have to look at this new norm with the number of mega fires within the last four to ten years which is not comparable to our history. The expectation is that it will only get worse.
  - With the leadership of **Joe Chinn** and the managers group, we have made progress with the development of countywide disaster coordinator position. We are looking at beginning this next fiscal year to raise the bar countywide for general disaster preparedness.
    - **Questions:**
      - **Frank Cox:** What have we learned from the North Bay fires regarding 1) community preparedness 2) DSW training?
        - Both topics are very important. The community has to be in partnership with us. We are making a lot of headway with DSW, working with government employees and helping them understand what those responsibilities are. There is a critical need for these people to serve when the time comes.
  - Working Group by **Supervisor Arnold:**

We are working on starting a Wildfires Lessons Learned Working group to be led by **Supervisor Rice**. We want to look at the report in order to see what we can change or implement with the cities’ involvement. The County has money to fund a coordinator position and we would like to engage the neighborhoods for their participation in the Get Ready and CERT programs.

**5. OLD BUSINESS**

**Status of Grants Administered by Marin County OES**

Please email OES at [oes@marinsheriff.org](mailto:oes@marinsheriff.org) for a copy of the grants report, which was shared at this meeting by **Therese Gorostiza**, OES Office Specialist/Grants Management.

Questions regarding grant projects were raised by both Council and the public about the funds allocated to County Fire’s *Get Ready Project*, the possibility of drone funding, and the countywide coordinator position.

**Chief Jason Weber** explained that the grant funding for the *Get Ready Project* would be used for marketing, teaching materials, and the *Get Ready 5<sup>th</sup> Grade* class teacher. In terms of drones, County Fire does have them. They are currently working on FAA certification for users. The Sheriff’s Office is looking towards drone usage for Search and Rescue and other agencies in the county have them as well. The countywide coordinator position will likely start on July 1<sup>st</sup> due to the funding cycle. We are working on setting up deliverables and have met with the Marin Managers Association and generally have their support. We have also met with the MCCMC disaster group and did a presentation on the concepts. The Fire Chiefs have embraced the program, association wise. We are still preparing the program in order to start at the beginning of the new fiscal year.

## 6. COMMITTEE REPORTS

### Public Disaster Education & Preparedness Committee Report — Handouts

**Catherine Way, Marin Council of Mayors & Councilmembers Representative**, addressed the Council and spoke about some highlights from the November PDEP meeting. It was focused on the Health & Human Services Public Health Preparedness Program. Megan Stevenson from HHS spoke to the group about the program and their involvement with senior care facilities, hospitals, and non-profits in the county. HHS is also working on a multi-year training and exercise plan that should be completed in 2020.

**Frank Cox, Consumer Representative District 1**, discussed PDEP's recent history for the last four years, which is detailed in the packet handout. He also discussed the lessons learned from recent fires and translating them into a plan in preparation for an earthquake in the Bay Area, hopefully to be discussed at a later DC3 meeting.

Minutes from PDE&P meetings are posted online on the [www.marinsheriff.org](http://www.marinsheriff.org) website.

*For more information about this committee's activities and copies of the handouts, please email OES at [oes@marinsheriff.org](mailto:oes@marinsheriff.org).*

## 7. ANNOUNCEMENTS/COUNCIL MEMBER ITEMS/ PUBLIC COMMENTS

**Anne Sands, Consumer Representative District 4**, reported that all nine disaster councils in West Marin are functioning well. The following is a summary of their activities:

- Ongoing radio testing and drills are still being conducted.
- There are three new coordinators for Stinson Beach, Bolinas, and San Geronimo Valley. All come with a lot of experience.
- CERT classes are ongoing. In October, thirty people graduated, with twenty-two from West Marin. Tomales is holding another CERT class in January. Re-CERTs are being held in Bolinas, Stinson, Point Reyes, and San Geronimo Valley.
- There is a lot of heightened fire preparedness activity, particularly out in West Marin because of the terrain and the two fires we've had this year.
- Firewise USA sites have been established in Nicasio, San Geronimo Valley, and there are plans for sites in Muir Beach.
- Evacuation drills, neighbor defensible space work, and general education about wildfire preparedness are ongoing with events already being held and planned in the area.
- Large animal activation plans are being developed in the event of fire and are being organized in Point Reyes Station.
- Bolinas and Marin OES will be holding a tsunami evacuation drill to be held on March 30, 2019.
- Red Cross emergency shelter management refresher trainings will be held in Bolinas and Tomales. The Marin Medical Reserve Corps has been on board with the trainings.
- DBERT had their public open house which demonstrated their six emergency shelters and equipment. They also demonstrated how their team works together.
- Point Reyes and Inverness had their joint annual pancake breakfast fundraiser which was well attended. The public received information on disaster preparedness and CERT.
- Bolinas Fire Safety Day had helicopter visits, fire engine rides, and fire extinguisher lessons.

**These Minutes were reviewed and approved at the March 14, 2019 Marin Disaster Council Meeting.**

- The three spiritual retreats in West Marin are integral parts of the disaster councils; Blue Mountain Meditation Center has become a critical member of the Tomales Emergency Response Network, Sprit Rock is a part of VERG and has own CERT team and are planning their own drill. Green Gulch Farm works in tandem with Slide Ranch and the Muir Beach disaster council. We are encouraging a lot of joint work due to being a small community with limited resources.

A citizen in the audience also mentioned that HHS in conjunction with the Coastal Health Alliance and the Medical Reserve Corps held a pandemic flu exercise via vaccination clinic at the Dance Palace. Anne mentioned the involvement by the Point Reyes disaster council with this event and that Point Reyes and Inverness have been working together more since they are neighboring communities.

*Please email OES at [oes@marinsheriff.org](mailto:oes@marinsheriff.org) for copies of handouts provided by Ms. Sands to the council at this meeting.*

**Mike Grant with Marin County of Education** reported the following updates with the schools:

- The countywide Safety Summit was well attended by representatives from many schools.
  - *Sandy Hook Promise* gave a presentation, and twelve school districts so far have shown an interest in adopting this program.
  - Approximately 34,000 students and teachers/staff participated in the Great Shake Out held on October 18, 2018.
  - Thank you to Dr. Willis, Dr. Santora, and HHS team for dealing with air quality concerns due to the fires.
  - Thanks to Chris Reilly and Woody Baker-Cohn who connected us with the Bay Area UASI. I got confirmation today that they will provide a school violence/active shooter training in March this year.

**Chief Jason Weber** announced that Marin has become the number one FireWise county in California. He believes within the next year, California will become number one in the country because of our participation. He also wanted to recognize FireSafe Marin and others that have championed it.

**Supervisor Arnold** wanted to thank retiring members, **Anne Sands with District 4 and Eric Steger with DPW**, for their service. Eric wanted to thank the Board for allowing him to be part of the Council. He also wanted to thank the other Council Members, and in particular, Frank Cox, for all of their hard work and dedication to the county.

Supervisor Arnold invited everyone for coffee and cookies to celebrate Anne and Eric's retirement.

## **8. ADJOURN:**

*Being no further business, the Chair asked for a Motion to Adjourn the Meeting at 4:11 PM.*  
**Motion:** None.

These Minutes were reviewed and approved at the March 14, 2019 Marin Disaster Council Meeting.

**9. CERTIFICATE**

I hereby certify that the foregoing is a true and correct copy of the minutes of the Marin Operational Area Disaster and Citizen Corps Council meeting, held on December 13, 2018.

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**Date**

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***Therese Gorostiza, Office of Emergency Services***