



**MARIN OPERATIONAL AREA
DISASTER & CITIZEN CORPS COUNCIL**

1600 Los Gamos Drive, Suite 200, San Rafael, CA 94903-4189 (415) 473-6584
FAX (415) 473-7450

Minutes of the September 12, 2019 Meeting

The Regular meeting of the Marin Operational Area Disaster and Citizen Corps Council (DC3) was held Thursday, September 12, 2019.

Council Members Present: Judy Arnold, Frank Cox, Mike McDermott, Stephen Marcotte, Ed Schulze, Bill Tyler, Lisa Santora, Chris Choo, Catherine Way, Denis O’Leary, Mike Grant, Kimberley Bowman, Garry Lion, Mohamed Osman, Peter Mendoza, and Jack Baker. **Council Members**

Excused: Keith Kennedy, Jason Weber, Joe Chinn, & Vincent Valenzuela.

1. CALL TO ORDER

Marin County Supervisor Judy Arnold ("Chair") called the meeting to order at 3:03 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 June 13, 2019 MINUTES

The Chair asked for a Motion to Approve the June 13, 2019 minutes after a quorum was met. As submitted to the Council, with no corrections and no additions, the Minutes were adopted.

Motion: Schulze / Second: Baker

AYES: ALL

2. CHANGES TO AGENDA: None.

3. Presentations: None.

4. NEW BUSINESS:

Current Investments in Emergency Preparedness in Marin County by *Chris Reilly, Marin Office of Emergency Services.*

Chris spoke about the following investments:

- Disaster Service Worker (DSW) training video for County workers
- \$80,000 for community outreach to establish a countywide wildfire prevention program
- \$100,000 County support and support from Cities and Towns for a two-year community preparedness coordinator position to support CERT and GET Ready countywide
- \$250,000 to replenish the “Lessons Learned” reserve
- \$210,000 IST Disaster Preparedness enhancements
- \$250,000 for revised Emergency Operations Plan for residents with access and functional needs (AFN)
- \$100,000 for County business continuity plan with emphasis on PG&E power safety shut downs

These Minutes were reviewed and approved at the March 12, 2020 Marin Disaster Council Meeting.

- Addition of a second fire crew for open space vegetation management efforts – \$1.8 million over two years
- *Two-year public safety communications position* – **Sgt. Brenton Schneider** assigned as the new PIO in the Sheriff's Office. Refer to handout for a full list of responsibilities.

5. OLD BUSINESS:

Update on PG&E Public Safety Shut Downs (PSPS) and County Continuity of Operations Plan, Tom Jordan, Marin Office of Emergency Services and Kellie Kroll, Kellie Kroll Group

Public Safety Power Shut Down Annex, Tom Jordan

In order to address this potential hazard, an annex was made to the Marin County Emergency Operations Plan. The electrical system de-energization annex outlines procedures that guide the collaborative response of local government, special districts, and allied organizations in the Marin County Operational Area, in threat of, or actual de-energization of power systems due to conditions that PG&E considers indicative of a threat.

The process to develop the plan included round table presentations, discussion sessions, sector specific and wide distribution survey tools, regional training and exercises, and PSPS specific special meetings with the Marin Operational Area representatives that include the cities, towns, and County.

County Continuity of Operations Plan, Kellie Kroll

A COOP, or continuity of operations plan, is designed to support local government, private sector, non-profits, or any agency that have goals in a disaster. It will show them how they will be able to carry out their goals and deliver essential services.

A continuity of operations plan deals specifically with having a role in a disaster and a role to the public. It defines how you will continue operations and apply those services. PSPS events have driven the need for a COOP for Marin County. It is making a lot of other jurisdictions realize that they need to have this in place. How do we function if we don't have power and no communications potentially?

An Emergency Operations Plan (EOP) will outline what you are supposed to do, what critical services are, who is going to do them, who is going to apply them, and who are the partner agencies. A COOP is the document that will show how to do this. If the Civic Center is down, where are we going to go to operate? If communications are down, how will we access vital records, build redundancy to the system, and how will we function if cell phones are down?

We are in the process of working with all of the departments to help identifying the processes that need to be in place. We have to figure out where we are going to keep vital records if sites are down. Procedures need to be put in place to make sure we can resume normal operations.

We have identified nine departments that provide essential interdependent services that include technology, staffing/Human Resources, Public Works, and HHS. These departments provide services that other departments depend on and they are the priority.

We are on track to complete workshops by the end of the year. Developing the COOP is a twelve to eighteen month process.

Questions:

Catherine Way, Marin Council of Mayors & Councilmembers Representative asked, where does the eleven cities and towns fit in to this structure?

Kellie Kroll: We are working to complete the plan for the nine departments in the County. **Dan Eilerman, Assistant County Administrator with the County of Marin**, added we are three months in out of a twelve to eighteen month process, still in the discovery phase. Once we get further down in the process, Matthew Hymel and I may be able to attend a Marin Managers Meeting to introduce the concept to all of the city managers.

Chris Reilly also said that the COOP is a benefit for all the cities and towns. At the County level, especially in OES/EOC, we are supporting the cities and towns. If we don't have a plan for our function, then it will be harder for us to support the cities and towns. Having this plan for us allows us to be operational and it acts as a model for the cities and towns.

Dan Eilerman said this is a continuity of operations for the County of Marin. Cities and towns probably want to look at something similar for their own jurisdiction. We're here to help and provide a model as to what we're able to do. We are looking at this from an educational perspective. We want to ensure the community knows what the risks are. Our advice to the public for now is to pay attention to alerts, sign up for AlertMarin and Nixle. When PG&E notifies of a potential PSPS, the public needs to get gas for their cars and have cash and water available. These are the expectations, especially self-reliance.

COOP planning requires us to ask: what are the most critical County services out of twenty-two departments that we need available? Of that short list, how are we going to do it, where will we provide it, how will we provide it? How do we identify the most important resources? We focus on public safety and first responders in the field, HHS to work with AFN populations, making sure fuel is available for first responder vehicles, and we must have County infrastructure available to support these functions. This includes finance, human resources, IST, County Administrator, and public works. Hopefully this sets the context for the County perspective and sets a model for the cities and towns.

Peter Mendoza, AFN representative wanted to recognize the County Counsel's Office, the Board of Supervisors, OES, **Lisa Santora** and HHS, and their work making sure those with access and functional needs are addressed. Getting a whole plan to have these needs addressed has taken a lot of work and involved several outreach workshops. Marin County is really the lead on this issue and includes the help of PDEP and Marin VOAD.

Garry Lion Marin Economic Forum representative stated, on behalf of the business community, in addition to resource services, there is a need for commercial services – grocery stores, gas stations, drug stores, and ATMs. We need to assemble some areas that will have power for these places. Is there anything in the planning to address the commercial needs?

Kellie Kroll: The initial planning is focused on continuity of government, but the goal is to have a holistic approach that could be inclusive of other cities, non-profits, partnered agencies, philanthropy, and private business.

Supervisor Arnold addressed the Board Members, asking that the De-Energization Annex resolution be approved by the Disaster Council prior to being presented to the Board of supervisors on October 8, 2019. **Motion: Schulze / Second: Lion**
AYES: ALL

Status of Grants Administered by Marin County OES

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

6. COMMITTEE REPORTS

Public Disaster Education & Preparedness Committee Report

Catherine Way, Marin Council of Mayors & Councilmembers Representative, spoke about the September 9th PDEP meeting and the VOAD conference. Adriana Rabkin, from Marin VOAD, spoke to us about the upcoming conference on September 17th from 8:00 am to 3:30 pm at the JCC. It is the first of three conferences that will take place. The Marin VOAD is hoping to draw in more non-profits to be involved and establish an understanding of what emergency response planning should be for them. It also aims to get non-profits to network with each other. The conference will feature several speakers from agencies such as Health & Human Services and Marin Office of Emergency Services.

Frank Cox, Consumer Representative District 1, spoke about the presentation about sea level rise that was given by **Dr. Christy Dahl**, sea and climate scientist, and **Chris Choo from Marin DPW**. Dr. Dahl stated within the life time of a standard mortgage by year 2045, 4,400 homes will be at risk to chronic flooding due to sea level rise. These homes have an assessed value of \$2.7 billion and will displace about 10,000 people. Marin already has a serious housing shortage due to increasing population and sea rise is will be part of the problem.

Frank said during Chris Choo's presentation, she spoke about sea level rise as well as mitigation that DPW is helping to coordinate across the city of San Rafael and the County. This will affect the tax base, housing, insurance rates, commuters, especially those who work for Marin County who don't live here, mostly public safety personnel. These employees won't be able to get here. It will put at risk people with access and functional needs and jeopardize access and evacuation routes such as Highway 1, 101, and the Ross Valley corridor.

The impact on Marin County is far more than a planning issue; it is a preparedness and public education issue. Not very many people realize how critical and how soon these issues will affect us. The most common and possibly most costly EOC activations recently have been flood or storm based.

Frank invited **Chris Choo** to speak more on the topic. She said that DPW is working on emergency access and preparedness issues around sea level rise. They are working a lot with access to emergency roads to fire stations and police stations. Looking at sea level rise and flooding even in the short term affects most of our routes in and out of this County. This includes us getting out, but also food and supplies getting in. Working with that in mind, we are trying to find solutions that can fix things without requiring, for example, having to raise the Richardson Bay Bridge in order to fix the Manzanita area, but finding interim solutions that can address what we know are current risks both to flooding, as well as fire safety and other natural disasters.

Catherine and Frank both recommend having Chris Choo and Dr. Dahl's presentation to be given to the Disaster Council at a later date. Frank also suggests the *Haywired* presentation as well.

For further detail on these updates and more information, refer to the Minutes from PDE&P. Meetings are posted online on the www.marinsheriff.org website.

For more information about this committee's activities and copies of the handouts, please email OES at oes@marinsheriff.org.

7. ANNOUNCEMENTS/COUNCIL MEMBER ITEMS/ PUBLIC COMMENTS

Bill Tyler, At-Large Representative, reported the new public disaster coordinator, Michael Huynh, has been hired and will start on Monday, September 16th. Michael has been working the last two and a half years as a training officer at the San Francisco Department of Public Health Emergency Preparation and Response. He is currently certified as an emergency outreach instructor through CSTI. He has designed personal preparedness training for county DSW employees, community partners, health care providers, and public and private hospital executives. Michael has functioned in the San Francisco EOC during activations as the HHS Branch Coordinator and Documentation Unit leader. For the Department Operations Center, he has served as the Planning Section Chief, Operations Section Chief, and has filled other roles. Prior to working in emergency management, Michael worked for Apple, Gusto, and Patreon. He has been teaching and training since 2005 and during this time, he studied instructional design and adult education. He has a Masters in degree in education, a Bachelors degree in drama, and a minor in writing.

Supervisor Arnold announced she and Senator McGuire will be hosting a community meeting on September 26th, in Novato about Highway 37 which will be addressing flooding and the temporary and permanent fixes for it.

Tom Cromwell from the Marin Medical Reserve Corps (MMRC,) has been teaching First Aid for Disaster Response (FADR) classes. These classes are for residents who have no medical skills and show them how to conduct medical lifesaving procedures. They have trained approximately 700 people in Marin County so far.

Anne Carta, a senior program coordinator for Marin Health & Human Services, also wanted to announce an upcoming FADR class on September 21st in San Rafael. She added that MMRC is also working on pilot program for in home support services (IHSS) clients. We are trying to support our most vulnerable neighbors by looking to deploy MMRC volunteers to IHSS clients' homes who request additional support with personal preparedness plans. We are also working on developing fact sheets for medical providers for the community so they can better help their patients. We have a flu clinic on October 27th, a pod exercise on September 21st at the Marin Center. We are also conducting training in the community with the coordinator for the substance abuse program in the County. This training will be conducted with Search and Rescue and everyone will be trained on NARCAN administration.

Chris Choo with DPW attended a Partnership for Public Service workshop around a disaster resilience round table. Federal agencies, FEMA, Health & Human Services, and Homeland Security members were in attendance. They are trying to find ways of reaching local government in order to connect them to funding, programs, and services. They are trying to find ways to make sure we are aware of each other and to take advantage of the services they have to offer

8. ADJOURN:

Being no further business, the Chair asked for a Motion to Adjourn the Meeting at 3:55 PM.

Motion: Schulze. All in favor.

9. CERTIFICATE

These Minutes were reviewed and approved at the March 12, 2020 Marin Disaster Council Meeting.

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 June 13, 2019.

Date

Therese Gorostiza, Office of Emergency Services