



**Public Disaster Education and Preparedness (PDE+P) Committee of  
the Marin Operational Area Disaster & Citizens Corps Council (DC3)  
Committee Meeting – November 5, 2018**

**PDE+P Meeting Minutes for November 5, 2018**  
*Approved at 1-7-2019 meeting*

Members Present:

Catherine Way	CoChair, DC3 City of Larkspur Councilmember, MCCMC
Frank Cox	CoChair, DC3 Member, OES Auxiliary, OES trainer
David Peery	MMWD Safety & Risk Manager
Garry Lion	DC3 member, Marin Economic Forum
Maggie Lang	CERT Coordinator, Get Ready / Southern Marin
Megan Stevenson	Sr Program Coordinator H&HS Public Health Preparedness
Peter Mendoza	DC3 / AFN representative

Members Excused or Absent:

James Wickham	PG&E Safety + Preparedness Specialist, MV City Council
Keith Kennedy	DC3 Member, Dist. 3
Quinn Gardner	SRFD emergency manager <a href="mailto:Quinn.Gardner@cityofsanrafael.org">Quinn.Gardner@cityofsanrafael.org</a>
Tom Cromwell	Marin Medical Reserve Corps, etc.
Vincent Valenzuela	San Rafael Red Cross Disaster Manager

Members of Public Present

Cindy Swift	CERT, Fairfax <a href="mailto:cindyswift@sbcglobal.net">cindyswift@sbcglobal.net</a>
Gil Fleitas	Town of Ross Disaster Council <a href="mailto:fleitas@mac.com">fleitas@mac.com</a>
Jay Hubert	RACES <a href="mailto:j-mhubert@att.net">j-mhubert@att.net</a>
Vicki Chase	Co-Chair, VERG <a href="mailto:vickichase49@gmail.com">vickichase49@gmail.com</a>

Handouts distributed:

- Agenda, PDEP meeting 11/05/2018
- Draft Minutes PDEP\_Minutes 2018-10-01 (b).pdf
- Webpage: California Statewide Medical & Health Exercise Nov. 13 + Nov 16<sup>th</sup> <sup>1</sup>
- Webpage: Public Health Preparedness (PHP) <sup>2</sup>
- Webpage: Healthcare Preparedness Program (HPP) <sup>3</sup>
- Webpage: Dispensing Partner Program<sup>4</sup>
- Webpage: Marin County Medical Reserve Program (MMRC)<sup>5</sup>
- Webpage: Marin Emergency Medical Services Agency (EMS)<sup>6</sup>
- Webpage: Healthcare Preparedness Program (HPP)<sup>7</sup>
- Webpage: Two North Bay fire survivor personal accounts / Firewise emails
- Webpage: Dick Spotswood: A year after North Bay firestorm, is Marin County prepared?<sup>8</sup>

<sup>1</sup> Statewide Health Exercise: <https://www.cdph.ca.gov/Programs/EPO/Pages/swmhe.aspx>

<sup>2</sup> Marin Public Health Preparedness: <https://www.marinhhs.org/public-health-preparedness>

<sup>3</sup> Marin HPP: <https://www.marinhhs.org/healthcare-preparedness-program>

<sup>4</sup> Marin Dispensing Partner Program <https://www.marinhhs.org/dispensing-partner-program>

<sup>5</sup> Marin MMRC <https://www.marinhhs.org/marin-county-medical-reserve-corps>

<sup>6</sup> Marin EMS: <https://ems.marinhhs.org/>

<sup>7</sup> Marin HPP: <https://www.marinhhs.org/healthcare-preparedness-program>

<sup>8</sup> IJ article: <https://www.marinij.com/2018/10/27/dick-spotswood-a-year-after-north-bay-firestorm-is-marin-county-prepared/>



## Public Disaster Education and Preparedness (PDE+P) Committee of the Marin Operational Area Disaster & Citizens Corps Council (DC3) Committee Meeting – November 5, 2018

- PDEP member contact list as of 10-18-2018

### I. Welcome, Introductions, Handouts. Review of Minutes

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

### II. H&HS Public Health Preparedness Overview and Discussion

- Megan Stevenson, Senior Program Coordinator, Marin H&HS Public Health Preparedness (PHP) outlined some of the primary disaster preparedness and related programs managed by Marin County.
- Megan is the primary Marin contact as the County prepares to participate in the California Statewide Medical Health Exercise (SWMHE) scheduled Nov.15th.
- Marin County Health and Human Services, Public Health Preparedness manages funding streams from two main grant sources, Public Health Emergency Preparedness (PHEP) and the Healthcare Preparedness Program (HPP).
- The Public Health Emergency Preparedness (PHEP) grant conducts preparedness activities associated with 15 capabilities. These capabilities are listed below:
  - Community Preparedness
  - Community Recovery
  - Emergency Operations Coordination
  - Emergency Public Information and Warning
  - Fatality Management
  - Information Sharing
  - Mass Care
  - Medical Countermeasure Dispensing
  - Medical Materiel Management and Distribution
  - Medical Surge
  - Non-Pharmaceutical Interventions
  - Public Health Laboratory Testing
  - Public Health Surveillance and Epidemiological Investigation
  - Responder Safety and Health
  - Volunteer Management
- Marin H&HS Healthcare Preparedness Program (HPP) Coalition efforts support emergency preparedness activities at local hospitals, Skilled Nursing Facilities (SNFs), clinics, local Emergency Medical Services (EMS) and many licensed private service providers. For example, the Marin County Department of Health and Human Services Division of Aging and Adult Services is a consulting resource available to residents of many private SNFs.<sup>9</sup>
- Marin HPP coalition members include Marin Community Clinics, MGH, Novato Community Hospital, Kentfield Rehab Center, Hospice, The Redwoods, The Tamalpais, County OES, Villa Marin, Ritter Center, Kaiser Medical Center, and others.<sup>10</sup>
- Regional resources, such as the Napa/Solano/Yolo/Marin Public Health Laboratory<sup>11</sup> are also integrated into Marin's H&HS planning, and part of Marin's Communicable Disease Prevention and Control program.<sup>12</sup>

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<sup>9</sup> Marin Community Resource Guide: <https://www.marinhhs.org/resources/Housing/Convalescent-Care>

<sup>10</sup> Marin Healthcare Preparedness Program Partners: <https://www.marinhhs.org/hpp-partners>



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- The upcoming SWMHE, scheduled for November 15,<sup>13</sup> follows the Homeland Security Exercise and Evaluation Program (HSEEP) protocol. It aligns with Public Health Emergency Preparedness (PHEP) / Hospital Preparedness Program (HPP) grant requirements, and will include a wide range of public and private agencies and service providers.
- The SWMHE is part of a Multi-Year Training and Exercise Plan (MYTEP) designed to develop PHEP capabilities.
- The 2018 exercise is based on an infectious disease (pandemic influenza) scenario.<sup>14</sup> The 2019 exercise will be based on a flood scenario. The 2020 exercise will be based on a bioterrorism scenario and will have more focused state interaction with the Medical Mutual Aid Region II, the Coastal Region which include Marin County.
- In Marin County, all three acute care hospitals (Marin General, Novato Community, and Kaiser) will participate, in addition to time / staff participation in several surgical centers, most SNFs, and various County H&HS programs. West Marin providers, including the Coastal Health Alliance<sup>15</sup>, will also participate in the exercise.
- Pre-Exercise Workshops, including nursing home incident command structure (NHICS) training, infection control workshop, and a crisis communication workshop were held in October and early November to support preparations for the exercise. In some cases, participants received Continuing Education Units (CEUs).
- Exercise participants will test multiple communication formats, including the California Health Alert Network (CAHAN)<sup>16</sup>, Web EOC, the hospital ReddiNet system<sup>17</sup> that allows healthcare facility managers to locate available hospital beds during overload surge capacity events, and more.
- Facilities and County staff will coordinate response efforts through local and regional conference calls to discern situational awareness, identify and resolve resource requests, and otherwise respond to the scenario event injects.
- If the Medical Health Op Area Coordinator (MHOAC) requests it, Marin Medical Reserve Corps (MMRC)<sup>18</sup> volunteers and others may become part of the exercise.

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<sup>11</sup> Napa/Solano/Yolo/Marin Public Health Laboratory. See: <https://www.marinhhs.org/public-health-laboratory-services>

<sup>12</sup> Marin Communicable Disease Prevention and Control <https://www.marinhhs.org/communicable-disease-prevention-control-unit>

<sup>13</sup> California Statewide Medical and Health Exercise Program for 2018: <https://www.cdph.ca.gov/Programs/EPO/Pages/swmhe.aspx> See also the 10 minute video: <https://youtu.be/f0vyUXW9gqw>

<sup>14</sup> See MYTEP multi year plan site: [https://www.cdph.ca.gov/Programs/EPO/Pages/swmhe\\_mytep.aspx](https://www.cdph.ca.gov/Programs/EPO/Pages/swmhe_mytep.aspx)

<sup>15</sup> The Coastal Health Alliance is a private, non-profit Federally Qualified Health Center, receiving Section 330 grant funding from the federal government to provide quality health services to the whole community, regardless of ability to pay. <http://www.coastalhealth.net/about-us/>

<sup>16</sup> CAHAN - See: <http://cdphready.org/california-health-alert-network-cahan> / and

<sup>17</sup> ReddiNet facilitates information exchange among hospitals, EMS, paramedics, law enforcement and other healthcare system professionals over a reliable and secure network. <http://www.reddinet.com/>

<sup>18</sup> Marin Medical Reserve Corps (MMRC) see: <https://www.marinhhs.org/marin-county-medical-reserve-corps>



## Public Disaster Education and Preparedness (PDE+P) Committee of the Marin Operational Area Disaster & Citizens Corps Council (DC3) Committee Meeting – November 5, 2018

- A question was asked whether those planning this exercise included representatives from the Access and Functional Needs (AFN) Community.<sup>19</sup> Due to a very small staff (one person) for both day-to-day programmatic activities as well as planning and facilitating all exercise related activities the scope of this year's SWMHE has been kept very small. Additional activities specific to AFN are planned to begin in December and further inclusion in the 2019 SWMHE is anticipated.
- Several PDEP members suggested that County OES be asked to include one or more AFN representative in the County EOC during the exercise, and that efforts be made to include qualified AFN representative(s) in the remaining planning for this and similar exercises.
- Further, PDEP suggested that in addition to exercise PIO participation, local media representatives might be invited to view portions of the exercise, in order to further stimulate public interest in health related disaster preparedness and education efforts.
- Frank recalled participating in the County's educational efforts to contain the H1N1 'swine flu' epidemic in 2009<sup>20</sup> and found the public information / education effort was valuable.
- Finally, PDEP members commented that the issues presented by this year's exercise are profoundly important parts of any disaster preparedness and response efforts, and would make a valuable agenda item for the County DC3 to hear.

### III. Review and Recommendations for DC3 mtg 12-13-18

- PDEP members discussed multiple topics that could be offered to DC3 as potential agenda items for the 12-13-2018 DC3 meeting, including Recent PDEP presentations, such as H&HS, PG&E power outages, the four PDEP volunteer disaster presentations including CVNL, MIDC, VERG, RACES, Shelters, EVC (Convergent and affiliated volunteers) Marin CCV volunteers, local SFRD plans, CERTs and Get Ready and GR5th, the School preparedness Continuum, DSW training, Firewise and FireSafe Marin, the CWPP, Emergency Alert Systems, and the recent Haywired Earthquake projections and preparedness plans.
- Dave Peery noted a major MMWD Drill is being planned for 2019 - more info to come.
- Catherine and Frank will draft some recommendations to send to County OES and DC3 Chair Judy Arnold with a few of these suggestions.

### IV. Updates from PDEP members

#### - MCCMC Marin County Council Mayors + City Councilmembers

- Both Catherine Way and Sashi McEntee are part of the MCCMC disaster preparedness committee, and reported MCFD Chief Jason Weber spoke to MCCMC on October 29<sup>th</sup> in

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<sup>19</sup> State OES Office of Access and Functional Needs (OAFN) identifies persons with AFN as including persons who are, or have:  
Physical, developmental or intellectual disabilities  
Chronic conditions or injuries  
Limited English proficiency  
Older adults  
Children  
Low income, homeless and/or transportation disadvantaged (i.e., dependent on public transit)  
Pregnant women

See: <http://www.caloes.ca.gov/cal-oes-divisions/access-functional-needs>

<sup>20</sup> Year 2009 H1N1 influenza epidemic.  
<https://www.marinhhs.org/blog/marin-county-influenza-update?language=en>



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support of city fiscal participation in the County Supported Disaster Preparedness Coordinator Position. To date, few cities have agreed to help fund this critical position.

- MCCMC will tour the County EOC November 26<sup>th</sup>
- Sashi is the Chair of the Marin Local Agency Formation Commission (LAFCO) responsible for administering the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (CKH). This includes regulating and planning the orderly formation and expansion of local government agencies and their municipal service areas.<sup>21</sup>
- Members of LAFCO may be interested in some issues discussed at PDEP, such as consolidation of First Responder agencies, the Preparedness Coordinator position, and best practices in disaster resilience.
- Catherine reported the Central Marin Fire Council met on November 1<sup>st</sup>, and is continuing to support consolidation between Corte Madera and Larkspur Fire response. Further, Central Marin Fire has signed joint response agreements with Kentfield Fire Protection District, and a consulting agreement with XMR Fire Emergency Services (Todd Lando).<sup>22</sup>

### - West Marin

- The West Marin Disaster Council has requested members suggest agenda items for their November 15th meeting.
- Reportedly, Anne Sands is considering retiring from her position as West Marin Disaster Council Coordinator at the end of this year. If so, PDEP offers her thanks for her excellent service, and hopes to strengthen our link to WMDC activities.

### - Red Cross

- Debbie Yee is now the Senior Disaster Program Manager for Red Cross Northern Counties, so she will be resigning from DC3 and PDEP, with her recommendation that Vincent Valenzuela, Disaster Program Manager Solano / Marin Counties, replace her.
- Catherine and Frank met with Mr. Valenzuela, who has agreed to join PDEP, but who was unable to attend the Nov 5<sup>th</sup> meeting because of a prior commitment.
- We look forward to having Vincent join us at our next meeting.

### - Southern Marin / Business Community

- Garry noted the "Get Ready Business" online resources<sup>23</sup> are available on the [www.ReadyMarin.org](http://www.ReadyMarin.org) site.
- Garry hopes to gain the support of city managers through the MCCMC site, the Fire Chief's Association, and others in coming months.

### - CERT, Get Ready and Get Ready 5th:

- Maggie reported:
- **Community Emergency Response Team (CERT)**
  - Pt Reyes class graduated 30 new CERTs and the second San Rafael class of the fall graduated 22 new CERTs.
  - 30 new CERTS started their class in Mill Valley last weekend. 2019 dates will be up on website in two weeks.
  - Advanced CERT trainings: Emergency Volunteer Center (EVC) training with Center for Volunteer and Nonprofit Leadership (CVNL) was held 9/29/2018 with

<sup>21</sup> LAFCO: <http://lafco.marin.org/>

<sup>22</sup> Town of Corte Madera / Central Marin Fire Council:  
<https://www.townofcortemadera.org/AgendaCenter/ViewFile/Agenda/11012018-695>  
See also the Twin Cities Disaster Preparedness Committee at  
<https://www.townofcortemadera.org/230/Twin-Cities-Disaster-Preparedness-Committee>

<sup>23</sup> Get Ready Business: <https://readymarin.org/get-ready/ready-business/>



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38 attendees. The results, including a very helpful exercise at the end of the class, were excellent.

- Red Cross Shelter training is planned at the Mill Valley Community Center on Nov. 17<sup>th</sup> from 9-2 pm.
  - Local CERT Steering Committees are now organized in most communities including Central Marin, Southern Marin, West Marin and San Rafael.
  - Frank and Jay Hubert attended the initial San Rafael CERT Steering committee meeting set up by Quinn Gardner on October 12<sup>th</sup>. Jay reported the 17 attending CERTs volunteered to participate in one of three committees: Outreach / Communication, Training and Events, and Planning / Geographical Divisions. The next meeting will be held November 30<sup>th</sup> 1-2:30 pm at the SR Community Center.
  - The planned CERT Curriculum Update, including modules & updating power point slide decks is ongoing.
  - The Bay Area CERT Coalition will meet again in January.
  - Tam High CERT program: Maggie has met twice with the Vice Principal and have held the first meeting of the Tam High Emergency Preparedness Council with teachers, admin, students and parents participating. A CERT class is set for Feb. 2019. When the effort is completed, Teen CERTs may be incorporated into the Tam High Emergency Plan
  - Mill Valley CERT will test a volunteer management / time reporting software product, called 'Sigma' soon.<sup>24</sup>
- **Get Ready / Other:**
- Funding to update the GR program was approved through State Homeland Security Grant Program (SHSGP) to include Get Ready 5th Grade (GR5). Get Ready 5th Grade (GR5) presentations are now available anywhere in the county. Marin County Office of Education will have big push for GR5.
  - The Marin Schools Emergency Preparedness Council (MSEPC), chaired by MCOE Director Mike Grant, met September 13<sup>th</sup> and is scheduled to meet November 8<sup>th</sup>.<sup>25</sup> The schools are invited to participate in the Red Cross' Pillowcase Project for 3-4th graders and GR5th.
  - The Great Shake-Out Earthquake Drill<sup>26</sup> was held on Oct. 18th at 10:18 am. This was the 10th anniversary and over 10 million participants practiced a drop, cover & hold on drill at the same minute!
  - Maggie will be retiring from the County CERT program on Feb. 15, 2019. It is hoped that the proposed part time Disaster Preparedness Coordinator will be able to assist with this position. PDEP continues to thank Maggie for the excellent job she has done as the County CERT Coordinator.

### - Access + Functional Needs communities (AFN) and MIDC:

- Peter is the Vice Chairperson of the California State Independent Living Council, and attended a State Public Health Council meeting wherein the impact of the PG&E Power shutoff wildfire policies were discussed. Staff from Senator Jerry Hill<sup>27</sup> participated.

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<sup>24</sup> Volunteer management software: <https://www.volgistics.com/>

<sup>25</sup> MSEPC meetings in 2019 are set for Jan 10<sup>th</sup>, March 14<sup>th</sup>, and May 9<sup>th</sup>.

<sup>26</sup> Great Shakeout: <https://www.shakeout.org/california/>

<sup>27</sup> Senator Jerry Hill: <https://sd13.senate.ca.gov/>





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- The California Dept. of Rehabilitation<sup>28</sup>, an employment and independent living resource for people with disabilities, will coordinate with the Calif. Dept. of Social Services to sponsor Functional Assessment Service Team (FAST) shelter service training.
- Garry attended the Marin Interagency Disaster Council (MIDC) meeting last week, and reported there is discussion whether to rename MIDC to something like the Marin County VOAD.<sup>29</sup>

### - Public Health Preparedness and related programs

- See the Report from Megan Stevenson, supra.

### - Public Safety / Emergency Management

- Quinn Gardner was unable to attend - this agenda item is moved to the next meeting.

### - Utilities including MMWD and PG&E

- Dave Peery advised MMWD is planning a major disaster exercise at the San Geronimo Valley treatment plan for Spring, 2019. Additional information will be provided as that date approaches.
- Jim Wickham was unable to attend the Nov. 5<sup>th</sup> meeting.

### - Marin Medical Reserve Corps (MMRC), etc.

- Dr. Tom Cromwell was unable to attend the Nov 5<sup>th</sup> meeting, but reported by email that MMRC has conducted First Aid for Disaster Response (FADR) classes on 10/27 at Smith Ranch and on 10/29 at Lucas Valley HOA. The evaluations universally positive as usual.
- The next FADR classes are set 11/17 in West Marin and 12/15 for Team Rubicon.
- In Belvedere / Tiburon, Tom helped conduct the 4th training session for Belvedere Block Captains on 10/18 and will meet with several individuals from Tiburon on 10/30 to get them off the ground with a block captain program.
- It is still uncertain when we the County will post the MMRC coordinator position.

### - OES, Training and other Events:

- Frank mentioned recent and upcoming trainings and events  
2018 10 19 Damon Connolly fire tour  
2018 10 28 CERT drill between MMSRP and LVHA<sup>30</sup>  
2018 11 08 Local Councils Mtg #8  
2018 11 17 CERT Shelter training  
2018 11 30 SR CERT  
2018 12 06 DSW Class
- Tom Jordan, OES, taught the last two DSW classes. OES is attempting to recruit and train additional qualified trainers to teach the County New Employee DSW classes. Frank's role will be limited for a time given health concerns.

## V. Open Time / Public Comment

**2:55 PM end of meeting**

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<sup>28</sup> Dept of Rehabilitation: <http://www.rehab.cahwnet.gov/> and Department of Social Services Functional Assessment Service Team (FAST) Program  
<http://www.cdss.ca.gov/inforesources/Mass-Care-and-Shelter/FAST>

<sup>29</sup> VOAD: Voluntary Organizations Active in Disaster: <https://www.nvoad.org/> . California Voluntary Organizations Active in Disaster at <http://www.calvoad.org/> .  
See also the National Disaster Interfaiths Network (NDIN) at <http://www.n-din.org/>  
And Points of Light at: <http://www.pointsoflight.org/handsonnetwork>.

<sup>30</sup> Mont Marin San Rafael Park (MMSRP) Neighborhood Response Team:  
<https://www.montmarin.org/neighborhood-response-teams.html>



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- Catherine closed the meeting.

**Next Meetings:**

**Dates may be flexible as circumstances require.**

**PDEP Meetings: 1-3pm Year 2018: **DECEMBER 2018 MEETING CANCELLED**  
Year 2019: Jan 7, Feb 4, March 4, April 1, May 6, June 3, July 1,  
August 5, Sept 9, October 7, November 4, December 2, 2019**

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

**DC3 Meetings: 3-5pm: Board Chambers, Civic Center, Dates may be flexible  
Year 2018: 12/13/2018 Year 2019: 3/14/2019, 6/13/2019, 9/12/2019, 12/12/2019**

**Online: <https://www.marinsheriff.org/about-us/field-service-bureau/office-of-emergency-services>**

*PDEP\_Minutes 2018-11-05 c.docx*

*Approved at 1-7-2019 meeting. Revised rev 12-21-2018 0940 hr fcox*