



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

PDE+P Meeting Minutes for April 6, 2020

Approved at PDEP meeting 5-4-2020

Members Present:

Catherine Way	CoChair, DC3 City of Larkspur Councilmember, MCCMC
Adriana Rabkin	CoChair, DC3 Member, Coordinator Marin VOAD
Jay Hubert	ACS/RACES / OES / Firewise Community / Red Cross
Maggie Lang	Mill Valley Fire, Emergency Prep Coordinator
Tom Cromwell, MD	Marin Medical Reserve Corps etc.
Peter Mendoza	DC3 / AFN representative, CoChair Marin VOAD
Michael Huynh	Countywide Disaster Preparedness Coordinator / CERT Coordinator

Members Excused or Absent:

Garry Lion	DC3 member, Marin Economic Forum
James Wickham	PG&E Safety & Preparedness Specialist, MV Mayor
Amber Davis	H&HS Public Health Preparedness Manager
Quinn Gardner	SRFD Emergency Manager
Vincent Valenzuela	Red Cross Marin / Solano Disaster Program Manager

Members Public Present

Frank Cox	Former PDEP CoChair/DC3 Member, frnkcox5@gmail.com
Tricia Ossa	Mill Valley Council & Emerg Prep Comm. taaossa@gmail.com
Sashi McEntee	Mill Valley Council, LAFCO smcentee@cityofmillvalley.org
Rob Ireson	RACES/OES rob@aqmconsulting.com
Amy Glenn	Central Marin NRG Advisory Comm aglennstyle@gmail.com
Brian McCarthy	Co-Chair, VERG bmccarthy55555@gmail.com
Mike McDermott	DC3 Member, District 2 mjmbug@yahoo.com
Marco Berger	Multicultural Center Marin mberger@multiculturalmarin.org
John Lenser	Coalition, Pt San Pedro Disaster Chair, john@lenser.com
Cindy Swift	Fairfax CERT cindyswift@sbcglobal.net
Sarah Lugaric	Member, Coalition, Pt San Pedro Disaster Prep
Jody Timms	Marin Commission on Aging jodytimms@comcast.net
Bonnie Marmor	Coalition Co-President, bonnitamarmor@comcast.net
Renee Lazzareschi	Marin Community Foundation rlazzareschi@marincf.org
Lori Schifrin	CERT, MMRC lori.sch@att.net

The Emailed Digital Agenda notice attached copies of the following documents:

- PDEPAgenda 2020 04 06a.pdf
- PDEP_Minutes 2020-02-03 b.pdf (draft to be reviewed)
- PDEP Members Contact Sheet 02-13-2020.pdf
- ZOOM How to Join a video-audio conference.pdf

I. Welcome, Introductions, Zoom Instructions. Review of Minutes

- Catherine welcomed attendees.
- Adriana reviewed some basics of using Zoom: select Gallery view to see all; click on Participants at bottom of screen to see all names and have access to chat box; depress space bar to mute/unmute yourself.
- Draft PDEP Minutes 2/03/2020(b).pdf were approved.

II. Marin VOAD Update on COVID-19 Activity in the Emergency Operations Center

- There are multiple website links for current COVID-19 information from the County
 - <https://www.marinhhs.org/> has all of the hotline information and other phone numbers to know.



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- <https://coronavirus.marinhhs.org/> has the latest updates, orders, FAQs and resources.
- <https://www.cdc.gov/coronavirus/2019-ncov/index.html> is also a good resource and has regular updates.
- (415) 473-7191 is the hotline for all non-medical questions about food resources, emergency financial assistance, behavioral and mental health, homeless, etc. Bilingual operators are available.
- (415) 457-INFO is the hotline for older adults, people with disabilities, and caregivers¹.
- The Emergency Operations Center (EOC)² worked with the public school districts to ensure all children on the Free and Reduced Price Lunch (FRPL) program³ continued to be fed. Marin County Office of Education (MCOE) along with Angela Nicholson, CAO, led this effort with staff, communications and planning.
- The next CAO/EOC led effort was with Community Based Organizations (CBOs), schools and the libraries to provide child care for all health care workers in Marin. It has since been opened to a wider group of first responders. They follow strict public health guidelines to minimize contact by having a greeter pick up the child from the parents before entering the facility, keeping the same children in the same groups, and cleaning the facilities multiple times a day.
- The Marin VOAD (Voluntary Organizations Active in Disaster) has been active (remotely) in the Emergency Operations Center (EOC) since it opened. The focus has been on food distribution for homebound seniors, people with disabilities, homeless and lower income communities throughout the County; emergency financial relief; spontaneous donation and volunteer efforts.
- One of the primary roles of the VOAD is to ensure good lines of communication between the CBOs and the EOC and to ensure that communities get what they need from their CBOs. One such example was Marco Berger from Multicultural Center of Marin provided specific messaging needs in the Canal Spanish speaking community and the PIO responded and provided important information in Spanish in an accessible way.
- Catherine Way mentioned in today's Marin Voice that CVNL⁴ is supporting volunteer efforts. The VOAD and CVNL are well coordinated during this disaster response. CVNL is tasked with setting up an Emergency Volunteer Center to coordinate volunteers if activated by Marin OES.
- Jody reported that Fairfax has lots of volunteers and they established a formal volunteer process. She also asked: Is there a way to ensure that people get acknowledgement when they sign up to volunteer on CVNL. Perhaps they can do a dry run training now that includes call backs, contact, and information for people who sign up.
- Catherine said Larkspur is hesitant to prepare a robust group of volunteers. More effort is given to phone check-ins right now.
- Bonnie asked re: spontaneous donations: If you have some PPE donations that are not on the PPE list of donated items like goggles or face masks, how do you donate them? Adriana suggested that any donations that are not specifically on the list of requested items should not be dropped off anywhere as spontaneous donations can become their own disaster. But with regard to other PPE items, check with the Salvation Army.

¹ See also: <https://aging.marinhhs.org/>

² Marin County Office of Emergency Services / Emergency Operations Center:
<https://www.marinsheriff.org/about-us/field-service-bureau/office-of-emergency-services>

³ USDA Food and Nutrition Service Free and Reduced Price food programs:
<https://www.fns.usda.gov/cn/income-eligibility-guidelines>

⁴ CVNL: Center for Volunteer and NonProfit Leadership: <https://cvnl.org/>



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- Specific donation needs can be posted on CVNL by the agency that is requesting them and a volunteer can sign up to fulfill this need. This provides a structured donation response.

III. Catherine Way/League of CA Update

- Property taxes are a big issue. They are the lifeblood of small cities. It was determined that property taxes will still be due in April but late fees may be waived.
- City workers are all working from home. Governance is difficult in a remote work environment.
- Cities have to enact new executive orders.
- The focus now is on community building and reaching out to people.
- Sashi McEntee said that Mill Valley is receiving lots of calls about people not following social distancing guidelines and questions about what constitutes an essential business. She also suggested we get San Rafael Vice Mayor Kate Collins to speak about what San Rafael is doing. They have organized calls to everyone over the age of 90 years old.

IV. Updates from PDEP members

- MCCMC Marin County Council Mayors + City Councilmembers

- At Friday's meeting gardeners were prohibited for ordinary landscaping.

- West Marin

- Brian McCarthy: no update

- Red Cross

- Vincent Valenzuela was not present. No update

- Southern Marin / Business Community

- Garry Lyon was not present, but Sashi provided an update that a business vitality task force was put together in Mill Valley and they are working with the Chamber of Commerce to support small businesses.

- Mill Valley Preparedness, community efforts:

- Maggie Lang wants guidance on using 211. How do we reach people we are unaware of. Mill Valley has 14,000 residents in city limits, 20,000 outside of those boundaries. Mill Valley Village reached 175 clients. Others are not connected.
- Adriana provided that we don't have a 211 representative in Marin and Marin HHS feels strongly about using the Marin HHS Aging and Adult Services Hotline: 457-INFO for resources. SF-Marin Food Bank may be using 211 for food locaters in Marin, though that has not been confirmed.
- Police used to keep lists, but that doesn't happen any longer. They don't want to set the expectation that the city will reach you.
- Facebook/NextDoor efforts are great but volunteers are not vetted; Can neighborhood leaders help out. Mill Valley is sending out a 3-question survey to organizations that are helping MV residents to ascertain needs in the community. They may eventually send out the survey to residents.
- They were able to present the Get Ready 5th Grade to 4 of 6 Mill Valley schools before school was cancelled. Will restart once school is back in session.
- Mill Valley's May evacaation drill was also canceled.
- Preparing a satellite Emergency Volunteer Center (EVC) in the event the County needs spontaneous volunteers in medical surge situation when government Disaster Service Workers (DSWs) are re-deployed to health care needs.
- Once Around is a MV business that is coordinating making facial coverings (masks) for agencies that need them.



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- Looking into ways to recertify CERT remotely (they need to be recertified every 4 years); Looking into online courses. See webpage: <https://readymarin.org/>.
 - We have over 1,000 CERTs in Marin.
 - Public Health Preparedness and related programs
 - Amber Davis was not present. No update.
 - Access & Functional Needs (AFN) communities:
 - Peter Mendoza updated the group that all operations have moved to remote.
 - Marin CIL⁶ is working in the food distribution effort to provide names of people with disabilities to be included in this food support system.
 - Lots of people are losing their caregivers. MCIL is working with the County to address these issues.
 - MCIL worked with the Board of Supervisors on the eviction moratorium and they are reaching out to people to check in on them.
 - At the State level, the State Independent Living Council raised the concern that people will be making decisions based on someone's disability.
 - Master Plan on Aging: State is launching a campaign to check on older adults who may not have family or anyone else checking in on them: Stay home, check in, save lives: <http://www.oesnews.com/stay-home-save-lives-check-in/>.
 - Peter reminded everyone to complete the census. 42% of population are seniors and people with disabilities
 - Document the work you do as there will be more funding. The budget picture is changing.
 - Maggie asked if MCIL was a recipient of the Marin Community Foundation funding. Peter explained that MCIL and other CBOs were awarded funds to give \$200 to each person/family for emergency financial assistance. This program is still getting started.
 - Lastly Peter mentioned that the \$1200 issued by the Federal stimulus package will not count against Supplemental Security Income (SSI).
 - Catherine mentioned some Cal OES links point to public health guidance for people with Access and Functional Needs (AFN).⁷
- Follow-up discussion about volunteer efforts:
- Bonnie Marmor: There are many efforts to reach out to older adults. Are there efforts to know residents in communities who have disabilities?
 - She started the Pt San Pedro Rd disaster committee⁸. John Lenser is the Pt San Pedro Disaster Chair (30 new people have signed up for the committee in the past month).
 - Is there guidance on coordinating volunteer efforts?
 - Guidance is needed for agencies, NRG, CBOs: what and how to help safely; they have the system in place to respond to disaster, but need to know how to use this right now.
 - What are the best practices? Maybe it is a good time to send surveys now.

⁶ Marin Center for Independent Living (Marin CIL): <https://www.marincil.org/>

⁷ Some California Office of Emergency Services (OES) COVID links include:

- Governor's Office News Release: <https://www.gov.ca.gov/2020/03/31/governor-newsom-launches-campaign-to-protect-health-and-well-being-of-older-californians-during-covid-19-pandemic/>
- California Volunteers has launched their Neighbor-to-Neighbor campaign <https://californiavolunteers.ca.gov/wp-content/uploads/sites/116/2020/03/CA-COVID19-Neighbor-Check-ins.pdf> and
- Listos California: <https://www.listoscalifornia.org/>

⁸ Point San Pedro Road Coalition: <https://sprcoalition.org/>



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- The Governor's office put out volunteer guidelines.⁹
- Catherine: cities have discussed not creating lists of people with AFN. Homeowner groups could fill in here instead. NRG groups have been used for different types of emergencies. COVID-19 is different and everyone is learning best practices.
- Peter: MCIL has been calling clients. They have staffing issues too. There are younger people with disabilities without families who might feel isolated. But they may not want people knocking on their doors. For example: I don't want people I don't know knocking on my door. When you do wellness checks if you call them, and don't get a response: what do you do? The effort has to be coordinated.
- Adriana: VOAD held a meeting today to coordinate volunteer efforts among different cities and jurisdictions. Fairfax's neighbor to neighbor volunteer effort is organized at the City Council level. They have made door hangers. Corte Madera decided not to pursue this effort as some people don't want anyone touching their doors. Volunteer efforts are all figuring this out.
- Tom Cromwell: Belvedere/Tiburon have had a block captain program for about 3 years. They hold Zoom meetings every Monday morning with the mayor, city manager, city council representatives, police chief and others to discuss how to use the block program. They are appointing one lead for each block to encourage block captains to call on their residents. They are trying to discern specific AFN needs but they are finding it difficult to have people with AFN and other needs report their status. Have had substantial people register their residence with city hall for the first time. Many volunteers are available and looking to help.
- Rob Ireson: coordination is needed for the NRG activities. They had a Twin Cities Disaster Preparedness meeting this morning and decided it was a bad idea to put out door hangers. Block captains are a better solution to reach all residents. Holding a conference call 1-2pm today to discuss this. Question to Michael: how about a County guidance?
- Michael: grassroots neighbor to neighbor efforts have flexibility whereas official guidance is not as flexible. Guidance for everyone will be strict in order to avoid risk.
- Amy Glenn: Central Marin NRG asked block captains to check on everyone. They usually meet monthly but are now meeting every week and they are working with the town of Corte Madera.
- Public Safety / Emergency Management
 - Quinn Gardner was unable to attend the meeting, so this portion of the agenda is moved to our next meeting.
- Utilities including PG&E
 - Jim Wickham was not present.
- Marin Medical Reserve Corps (MMRC), etc.
 - Dr. Tom Cromwell, MMRC, reported that some MMRC nurses are active answering the hotlines.
 - The majority of MMRC volunteers are retired medical staff and are in the higher risk category because of their age so they are limited from many COVID activities unless they can be remote.
 - FADR is shut down for now and MMRC is waiting to see where they fit in.
 - For all medical staff who wish to volunteer you can sign up for both CalMat (State level) and MMRC (County level) and then choose where you want to go if called for both.
 - Maggie asked if the State will take over MMRC. Tom responded they could activate CalMat and MMRC people might be part of that. Same as DMAT.

⁹ California Volunteers: <https://californiavolunteers.ca.gov/get-involved/covid-19/>



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Belvedere/Tiburon update:

- Working on an MOU with St Stephens Church and city of Belvedere to use facility as a first aid station. They are almost there in terms of getting the MOU signed.
- We need to use 'Temple Hall' / with our trailer, if needed. National Stockpile and State stockpile is outdated or unusable. As a result, Belvedere's medical trailer has a lot of unusable equipment. They will go through trailer to throw stuff / replace stuff.
- Approximately 200 residents live on Belvedere lagoon. Resolving contentious issue of use of lagoon right now (ecology vs public health). They want to avoid kids congregating at the lagoon.

- Public Preparedness Coordinator / Get Ready Marin

- Michael Huynh is working virtually in the EOC and is coordinating the West Marin Disaster Councils and NRGs.
- West Marin Disaster Council is concerned about weekender traffic.

Follow up discussion about CERT

- Tricia Ossa asked what are the roles for CERT? Michael said there are fewer than 100 CERT under the age of 65 and very few signed up to help when he reached out about staffing the registration at the child care centers; CERT also have language capabilities.
- Tricia said Mill Valley has 30+ CERT boy scouts. It was suggested they make phone calls and do social check ins.
- Maggie replied that the average age of CERTs in 2019 was 49 years old. There should be some younger folks available. Can CERT help with reaching out to AFN people who are not connected?
- CERTs have not been activated, but they certainly possess a good skill-set and can make calls to check in on people as individuals. Towns have to declare a local emergency for CERT to be activated by their Fire Departments.
- Michael indicated that CERT can be helpful without activation. He is sending a monthly recap to CERTs today that will have 'how you can help' info. He also helps edit www.ReadyMarin.org and posts on social media.
- Adriana indicated that we have more volunteers than needs; social distancing is critical and the greatest need might be calling people. Whistlestop Caring Calls Program¹⁰ matches Marin Catholic High School students with older residents. Maybe boy scouts can also make calls. This would be better than having them visit with people as a lot of people are asymptomatic carriers and younger people could be carriers.
- Catherine: we should follow public health guidelines and not make our own programs.
- Michael: we can push best practices, we cannot order people. A phone tree is great.

- OES RACES Chief Radio officer, San Rafael CERT steering and Firewise

- Jay Hubert said RACES / ACS¹¹ has no role right now.
- They have a growing group of volunteers who want to help; Increased participation and training opportunity to get people onboard and engaged.
- FireWise Measure C: lots of planning; removal of fire prone vegetation.¹²

- Multicultural Center of Marin¹³

¹⁰ Whistlestop's CarePool program improves the quality of life of older adults in Marin:

<https://whistlestop.org/transportation/carepool/>

¹¹ Marin County Radio Amateur Civil Emergency Service (RACES) and Auxiliary Communications Services (ACS) are volunteers working under the authority of the Marin County Sheriff's Office of Emergency Services (OES). <https://www.marinraces.org/wp/>

¹² FireWise Measure C: <https://www.firesafemarin.org/about/news/entry/measure-c-enacting-firesafe-marin-s-vision>

¹³ Multicultural Center of Marin: <http://multiculturalmarin.org/>



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- Marco Berger shared that they are doing a survey of residents and they are promoting it on their website, via text and providing hard copies at food pantries. He uses TEXT a lot. Most of their members only use phones.
- CERT/ Block captains graduated in February and are asked to help spread the word.
- The greatest needs in the community are Rental Assistance, Legal Aid and food.
- They are hosting a weekly live radio show/FB live program talking to community about resources. If you have Spanish speakers let Marco know.
- Catherine noted that the multilingual attachments to the County emails is progress.

Closure: 3:00 pm end of meeting

- Frank thanked all for their participation. The May 4th PDEP meeting will be another virtual meeting on Zoom.
- Please fill out your census forms.
- The next DC3 meeting will be June 11. PDEPs role is to make recommendations to DC3. Volunteering and engaging the community are big issues.

Next Meetings:

Dates may be flexible as circumstances require.

PDEP Meetings Year 2020: 5/4, 6/1, 7/6, 8/3, 9/14, 10/5, 11/2/, 12/7/2020

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

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**DC3 Meetings: 3-5pm: Board Chambers, Civic Center, Dates may be flexible**

**DC3 Year 2020: 6/11/2020, 9/10/2020, 12/10/2020 (may be adjusted)**

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

**Email:** [pdepcommittee@gmail.com](mailto:pdepcommittee@gmail.com)

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