



**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 November 2, 2020**

*Approved at PDEP Meeting 1-11-2021*

Members Present:

Catherine Way	CoChair, DC3 City of Larkspur Councilmember, MCCMC
Adriana Rabkin	CoChair, DC3 Member, Director 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
Peter Mendoza	DC3 / AFN representative, Vice Chair Marin VOAD
Garry Lion	DC3 member, Marin Economic Forum
Vincent Valenzuela	Red Cross Marin / Solano Disaster Program Manager
James Wickham	PG&E Safety & Preparedness Specialist, MV Mayor

Members Excused or Absent:

Quinn Gardner	SRFD Emergency Manager
Anne Carta	Marin Medical Reserve Corps
Amber Davis	HHS Public Health Preparedness Manager

Members Public Present

Frank Cox	Former PDEP CoChair/DC3 Member, <a href="mailto:frnkcox5@gmail.com">frnkcox5@gmail.com</a>
Rob Ireson	RACES/ACS, <a href="mailto:rob@aqmconsulting.com">rob@aqmconsulting.com</a>
Marco Berger	Multicultural Center of Marin, <a href="mailto:mberger@multiculturalmarin.org">mberger@multiculturalmarin.org</a>
Tricia Ossa	Mill Valley Council & Emerg Prep Comm <a href="mailto:taaossa@gmail.com">taaossa@gmail.com</a>
Jody Timms	Marin Commission on Aging <a href="mailto:jodytimms@comcast.net">jodytimms@comcast.net</a>
Amy Glenn	Central Marin NRG Advisory Comm <a href="mailto:aglennstyle@gmail.com">aglennstyle@gmail.com</a>
Lori Schifrin	CERT, MMRC <a href="mailto:lori.sch@att.net">lori.sch@att.net</a>
Sarah Lugaric	Pt San Pedro Disaster Coalition <a href="mailto:sarah.lugaric@icloud.com">sarah.lugaric@icloud.com</a>
Jim Kasper	Tam Valley FireWise <a href="mailto:tamvalleyfirewise@gmail.com">tamvalleyfirewise@gmail.com</a>

The following documents were emailed to PDEP in advance:

- PDEP\_Agenda 2020-11-2a.pdf**
- PDEP\_Minutes 2020-10-05b\_AR.pdf (Draft to be approved)**

**I. Welcome, Introductions, Review of Minutes**

- Catherine Way welcomed attendees
- Draft PDEP Minutes 10/5/2020b\_AR.pdf were reviewed. Peter Mendoza motioned and Maggie Lang seconded. Minutes approved.

**II. PDEP Strategic Planning**

- Catherine Way: We want to focus on 2021. We reached out to Dennis Rodoni, the chair of DC3, to hear his thoughts about the focus of PDEP. We are in a holding pattern with the County coordinator position. Catherine spoke with Bill Tyler to learn more about the status of the position. We will invite Bill to speak to PDEP next month. They are still in process of hiring someone for this position. They are also ramping up the wildfire protection JPA. This is taking up time for the fire depts. Time for us to focus on outcomes of PDEP work and look ahead to next year and all of these pieces coming together (JPA, Coordinator). Should we be taking direction from DC3?
- Let's meet in December after Adriana Rabkin and Catherine meet with Dennis.
- We reviewed the bylaws of DC3 and PDEP is the only advisory committee.
- Do we want to focus on 3 priorities: Get Ready Program, DSWs, and school curriculum? We can provide help to the coordinator and help the wildfire JPA.



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- Peter Mendoza: We should shepherd the coordinator position; focus on 3 priorities and wait to hear what Dennis wants from DC3.
- Catherine Way: Coordinator position is through the Fire Dept. and for the County. PDEP cannot hire for this position directly.
- Maggie Lang: Focus on the 3 goals. Last year was very unfortunate. There was concern that the coordinator job position was too broad. We need different positions. Get Ready program should have its own coordinator. Get this into all schools countywide. CERT also needs someone to lead this program. There are 2,000 CERTs in the County. It would be great if local areas could keep in touch with CERT volunteers. DSWs is another great project. NRGs are another great project. This is a force multiplier. Block captains can be used to pass along information to residents. Can we also make sure these goals are reaching businesses?
- Catherine Way: FireSafe Marin is working to reenergize the Get Ready 5<sup>th</sup> grade program.
- Garry Lion: Happy to see that Bill Tyler is involved with the Coordinator position because he was involved in PDEP committee and developing this role.
- Frank Cox: I agree with Maggie's expansion of the goals. Preparedness training should be separate from CERT training. NRGs were under-identified in the initial plan. You need to preview with Bill Tyler about the expansion of these ideas.
- Maggie Lang: this committee has a big voice. You can provide direction.
- Adriana Rabkin: DC3 cannot follow PDEPs recommendations if there isn't the capacity to implement them, for example with NRGs. If there isn't the funding, the recommendation doesn't do anything.
- Garry Lion: Maggie has gotten MVFD up and running. The FD gives her some support. Have to find someone out there to fund and implement.
- Lori Schifrin: There was a lot of work that went into developing the Coordinator position. We gave the bylaws to Judy Arnold and met with Jason Weber and the recommendation was underfunded. It was too big a job.
  - On another point, I did a couple of surveys on NextDoor asking if neighbors knew about DC3 and who their rep was. Residents are not well informed.
- Catherine Way: This last year they learned the job is bigger. Marin is still a small county. The job description is being worked on. It is hard to get the right person to fit it.
  - PDEP Committee issued a report in 2016. PDEP should take the lead from DC3 members. A lot has changed in 5 years. We need an update. We will ask Dennis if he is interested in PDEP doing another survey with DC3 members. The Wildfire JPA will bring in millions of dollars that can be used for NRG and CERT programs. The funding is broken into districts and the BOS will pay attention. There is a community oversight committee. There is an opportunity to apply for funds within jurisdictions.
- Tom Cromwell: Covid has broken the bank. Fund fmg for our County will not be available because of Covid. Tell Rodoni we have unmet priorities. It is critical to get him on board with the recommendations we make.
- Peter Mendoza: We have demonstrated we are an asset to the County. We have manageable recommendations, we can see how they fit Dennis' vision and have him help carry these objectives forward. We accomplished a lot over the past 2 years. We shouldn't lose momentum.
- Catherine Way: The DC3 Bylaws are 10 years old. We will ask Dennis about updating these as well.
- Lori Schifrin: People do not know they have a DC3 Consumer representative. What is the role of people on DC3 who represent districts? Catherine: To bring information back to cities.



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- Jay Hubert: I report to Damon Connolly. Lori: I don't think people know they have a representative.
- Catherine Way: We need to survey DC3 stakeholders. We can also ask Marin Mayors and Council members. A large portion of W Marin and other areas don't have representation. Other unincorporated areas as well.
- Maggie Lang: You are talking about networking. I never hear anything about what comes from DC3. In Southern Marin I don't hear much about what is decided. Where are people's responsibilities? Where are boundaries? What are the responsibilities of Disaster Councils? Is this posted anywhere? Do residents ever see it? This is a great issue for the new year: How do Disaster Councils fit with DC3? Where does our meeting information go? Each Disaster Council would use it in going to their residents.
- Catherine Way: We had a discussion with Quinn about reaching out to the PIO and finding out how information is distributed to all.
- Garry Lion: A County coordinator could pull all of this together.
- Catherine Way: Our original plan was to work with County coordinator.
- Tom Cromwell: Disaster Councils are all great at educating themselves. But information is not getting out to communities.
- Catherine Way: How should information be communicated? OES? Disaster Councils?
- Jay Hubert: PDEPs role is to send information up. The role of distributing information down to residents is not clear. Public is not engaged in this. HHS is probably a better model for this because they are making a push to share information. HHS sends information to the public. PDEP does not. BOS needs to decide how information gets distributed to the public. I was under the assumption that my representative role on DC3 is for information gathering. I was supposed to meet with other organizations, present information to Damon Connolly, who would present to DC3.
- Catherine Way: I think the "central source" HHS model is a good one. I agree with Jay, the Covid information out of HHS is useful. It provides short notice information to the public. People can go to a website for more details, like [ReadyMarin.org](http://ReadyMarin.org).
- Lori Schifrin: The MV newsletter is a good source of local information.
- Jay Hubert: FireSafe Marin tried to do that for wildfire preparedness. They are a distribution point for information. They are coordinating for many of the FDs. PDEP has to do this with other threats and involvement.
- Maggie: Paula Doubleday has updated ReadyMarin.org. You can sign up for updates, get an email. But how do we make information accessible to people who do not seek it out? Nextdoor?
- Sarah Lugaric: Has anyone worked with the schools to disseminate information?
- Maggie Lang: Get Ready 5<sup>th</sup> grade program has been around for 10 years and works with schools. This is getting revamped through FireSafe Marin. One of the challenges we had with schools is they all have newsletters. They already publish their own school information. Unrelated content may not be welcome in newsletters. The Get Ready program sometimes got past this problem with schools.
- Catherine Way: There is also high school stop the bleed and other training. Schools will be helpful. Sarah: Does school just cover fires? Catherine: Get Ready 5<sup>th</sup> grade covers multiple issues. Adriana: Mike Grant with MCOE sits on DC3. Where does information go beyond the DC3 members?
- Adriana Rabkin: Mary Jane Burke is part of the County Emergency Operations Center and receives key information; she decides what to share with the districts and then they in turn decide what to share with their schools. Information does not reach every level. Similarly with the NRGs, the Central Marin NRG Coordinator receives all VOAD information and shares it with NRG leads, who presumably share with their block



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captains. As a resident I never see any information unless it is from the County posted on Next Door.

- Jay Hubert: There are many sources and channels of information. We have Nixle, Alerts, and other sources. People who have them are protective of them. There is a need for coordination and planning. Do we have a robust emergency preparedness plan for residents? I hold supervisors responsible for developing this plan.
- Catherine Way: Every city pays money to OES to get information on preparedness; all the jurisdictions are paying into this communication system.
- Tom Cromwell: The interest of communities varies about whether they want to push information. Some towns are interested, some don't care.
- Catherine Way: The Fire Departments are engaged in preparedness but there are 18 different fire districts and County fire too. Adriana and I will circle back on this and narrow it down to 5 areas to discuss with Dennis. We will listen to his priorities. Will Dennis be president of the BOS next year?
- Lori Schiffrin: Individual preparedness is so important. Getting people to work as a community is not easy.
- Catherine Way: If you have further ideas, let me and Adriana know.
- Maggie Lang: How can DC3 members be used more productively? Do we reach out to the community to find out what topics are of interest with residents? The DC3 meetings are 2 hours. It should be a full 2-hour meeting. I have often felt the meetings could be used better. These are great opportunities to connect with representatives of each sector. It is not just getting the word out to people, but it is what happens at the meetings. They could highlight what is being done around the County. The agenda needs to be improved.
- Catherine Way: The meetings are recorded and people can attend virtually. We need to maximize the DC3 messaging.
- Adriana Rabkin: We could publicize the DC3 meetings. For the last 2 meetings I pushed it out to every VOAD member and we had large public attendances.
- Garry Lion: They videotape the BOS meetings. The facilities are there for DC3. Maybe now they should be recorded.
- Vincent Valenzuela: Is there a one page fact sheet about what DC3 does? A lot of people don't know anything about DC3.
- Frank Cox: Does anyone know a reporter at Marin IJ? We can ask them to cover PDEP & DC3. The URL is in the PDEP agenda and minutes.
- Catherine Way: The bylaws require DC3 to report to the Board of Supervisors. Bylaws require an annual report from DC3 to BOS. Adriana: Marin OES website has minutes posted for DC3 and PDEP: <https://www.marinsheriff.org/about-us/field-service-bureau/office-of-emergency-services>. Catherine: Larkspur has a YouTube channel posted. We will bring it to you at our next meeting. We will also talk with Bill Tyler at the next meeting.
- Vincent Valenzuela: Red Cross is working with schools. We had good momentum with Pillow Case Project in 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> grades before Covid hit. Red Cross does not have resources to go to all schools alone. It would make sense to partner with Get Ready program to reach all schools. Thinking outside the box. Developing Prepare with Pedro for 1<sup>st</sup> graders. In Solano we are also working with non-school groups.
- Catherine Way: FireSafe Marin meets the 2<sup>nd</sup> Monday of each month. Last month there were probably 75 members in attendance. There was some reporting on Get Ready 5<sup>th</sup> Grade at that meeting.
- Tom Cromwell: The school curriculum is very tight and that will be a continuing problem. We tried to bring Stop the Bleed and CPR and they only gave us 40 minutes. We couldn't do it, we didn't have enough time.



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- Catherine Way: Find the time for things that are important to you. Now that everyone and everything is online, people can record a Get Ready 5<sup>th</sup> grade session and do it on their own time.
- Vincent Valenzuela: The Red Cross Solano leader is doing Pillowcase virtually through charter schools and a cub scout group.
- Maggie Lang: Pillowcase was good for 3-4<sup>th</sup> graders then GR5th for 5<sup>th</sup> grade. Vincent: Prepare with Pedro is for Kindergarten and 1<sup>st</sup> grade. Great to introduce this to families.
- Jay Hubert: Local FDs have key role in pushing preparedness information. Concern is that they are focused on wildfire prevention at the expense of other disaster preparation and general threats. They should not abandon efforts to support NRG and CERT efforts. We need FDs to support these other areas as well.
- Catherine Way: The citizen oversight committee needs to hear this from us -- there are lots of things to focus on.
- Frank Cox: PDEP leaders could speak to wildfire leaders: CERT and NRGs and Get Ready program are all part of disaster prep. Earthquakes cause fires. They need to understand what PDEP has been discussing for last couple of years.<sup>1</sup> Gary: this may be a difficult message to get across.
- Catherine Way: This is a big JPA with 18 different members.

### III. Updates from PDEP members

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

- Catherine Way: No update.

#### Marin VOAD

- Adriana Rabkin: We have been focused on disaster preparation and spent an hour at the last VOAD meeting discussing and sharing organizational preparedness best practices for wildfires and PSPS. We sent a survey to all VOAD members asking about their own personal preparedness and their organizational preparedness. 26 CBOs participated in the survey and all responded that they had signed up for Alert Marin, and Nixle. Nearly all are regularly receiving the HHS updates, have been to the ReadyMarin.org and FireSafeMarin.org websites and have a go-bag. They know how they will stay updated and the sources are different for everyone: radio, email updates, twitter, social media. As for organizational preparedness, all but 2 CBOs have some sort of emergency plan in place or in the works. There have been a lot of trainings available to CBOs on organizational and disaster preparedness and based on the recent PSPS it seems as if many are better prepared this year than they were last year. We broke out into discussion groups and people returned with steps their organization would take if there were a PSPS tomorrow.
- We are also focused on disaster preparation for older adults. I met with Housing Coordinators for housing sites all over Marin to discuss disaster preparedness. We also have formed a collaborative with the County, City of San Rafael, MCIL and others to ensure we are reaching everyone, identifying gaps, and coordinating the disaster prep messaging. Lastly, Chloe Cook and Julia Hales presented at the last VOAD meeting to discuss Aging & Disability Resource Connection & One Door Telehealth Program ADRC. This is an incredible program to ensure that our vulnerable residents are connected to technology and can therefore access services that they need including social services,

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<sup>1</sup> The Marin Wildfire Prevention Authority (MWPA) Operations Committee members may be interested in PDEP's recommendations and/or receive copies of our draft PDEP minutes for comment.  
See: <https://www.marinwildfire.org/operations-committee>





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mental health, medical, benefits and more. They use interns from all over the Country to help with this program. If you know someone who is struggling with a disconnection due to a technological issue, reach out to Chloe Cook at: [CCook@marincounty.org](mailto:CCook@marincounty.org).

### West Marin

- Vicki Chase was not present. No update.

### Red Cross

- Vincent Valenzuela: Red Cross is offering wildfire disaster assistance for people who lost their homes in CA. This assistance was extended through Nov. 6. Call 1-800-Red-Cross if you know someone who needs assistance. \$450 per household.

### Southern Marin / Business Community

- Garry Lion: It looks like the County is lowering to orange tier for Covid. More businesses should be opening up. NRGs have reached my block and we have a block captain now.

### Mill Valley Preparedness, community efforts

- Maggie Lang: NRGs: We learned a lot from Central Marin. Focused on 6 of 13 areas to develop NRGs in the 94941 zip code. We held the time change neighborhood drill yesterday: at 10:00am block captains walked the block, checked resident's "Help/OK" signs, had radio coordination. Radios worked for almost everyone. Two sets of block captains figured out a relay between them. We are working on infrastructure. Have citywide council with representatives from all NRGs; our goal is to have a steering committee for each NRG. Starting in January will work on incorporating CERTs. Jody Timms has put together a County-wide group of NRGs.
- S. Marin DC meets next week.
- Get Ready Living Room Chats. The focus was on fire. We have held 7 of these and reached 240 residents. Mike St John presented for all except one of them.
- CERT / Community Emergency Response Team: Blue skies team working at food distribution lines, making calls. Stopped staffing hotline b/c they are not getting any calls, but will reactivate at the next PSPS.

### Public Health Preparedness and related programs

- Tom Cromwell: 3 weeks ago HHS held a mass flu vaccination effort with hundreds of volunteers. 400 people were vaccinated, mostly from the Canal. This is a prelude to when a Covid vaccine becomes available.
- Catherine Way: I participated on a call with Dr. Matt Willis and he was asked what the plan is for a Covid vaccine. Tom: The Governor has immunologists and virologists on a committee working on this. All qualified experts on the vaccine committee.

### Access & Functional Needs (AFN) communities:

- Peter Mendoza: I attended class by Cal OES incorporating AFN into emergency management. The focus was on how to interact with County govt. and ensure that AFN is in forefront of disaster planning and implementation. Also provided great resources to help convince decision makers about incorporating recommendations. Working with Laney Davidson, ADA Coordinator, on this. Want to rebuild the AFN program. Also providing technical assistance for people to assume the EOC liaison role. Want materials to help any new person who does the job.
- MarinCIL has intern, Annie Cook, daughter of Chloe Cook, for 6 months. Her passion is emergency preparedness and planning. Will be attending a lot of meetings going forward.



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- Adriana is now Director of Marin VOAD. Executive Committee decided to change her title from Coordinator given her pivotal role supporting the County and cities with PPE, food distribution and more.
- MarinCIL was activated to modified operational status during the PSPS. We worked with the State and have a contract to operate 24-hr community assistance line for residents. Worked directly with PG&E so they could respond directly to the need. Delivered 54 batteries and lots of hand holding. Please spread the word: <https://www.marincil.org/>. We also worked with hotels for those people who needed a safe place to stay.

### Public Safety / Emergency Management

- Quinn Gardner was not present. No update.

### Utilities including PG&E

- Jim Wickham: I was the representative for the Glass fire in Napa County. Just finished up with PSPS last week. Prepared for more.

### Marin Medical Reserve Corps (MMRC)

- Tom Cromwell: Some nurses deployed for wildfires. Some volunteers manned radios for PSPS.
- Belvedere Block captain: We have new radios, getting some radio training. Halloween usually has hundreds of kids gathered each year. Block captains helped carry the Public Health Officer's message to be safe on Halloween and there were almost not trick or treaters – this was a good Covid response.

### Public Preparedness Coordinator / Get Ready Marin

- Catherine Way provided an update above.

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

- Jay Hubert: RACES / ACS<sup>2</sup>: We are thinking hard about the PSPS last year. Working on better shift scheduling, better deployment and notification. We are worried about 24/7 staffing. Working on schedules to cover all shifts. We have so many channels of information. Question is how to best use these channels with this communication. A lot of agencies are moving away from voice to digital. Red Cross is moving toward more digital communications. Tools are changing and we are trying to utilize Ham radio operators in a better way to support volunteer organizations.

### Public Comment/Questions:

- None.

## IV. Closing Items

- PDEP meeting originally set 12/7/2020 - CANCELLED
- Next PDEP meeting: 1/11/2021
- Next DC3 meeting: 12/10/2020

**Closure: 2:40 pm end of meeting**

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<sup>2</sup> 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/>



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**Next Meetings:**

**Dates may be flexible as circumstances require**

**PDEP Meetings Year 2020: 12/7/2020 - CANCELLED**

**PDEP Meetings Year 2021: 1/11, 2/1, 3/1, 4/5, 5/3, 6/7, 7/12, 8/2, 9/13, 10/4, 11/1, 12/6/2021**

Site: PDEP conducts meetings online using ZOOM.COM during the Pandemic. We hope to return to meetings at the Central Marin Police Community Room soon.

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**DC3 Meetings: 3-5pm:**

**DC3 Year 2020: 12/10/2020**

**DC3 Year 2021: 3/11/2021, 6/10/2021, 9/9/2021, 12/9/2021**

DC3 Meetings are currently remote and are broadcast on Zoom and Facebook Live. They hope to return to Board Chambers, Civic Center, soon. Dates may be flexible.

**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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