

# **Emergency Services Council Meeting Minutes**

## **April 21, 2022**

### **I. Roll Call- Members Present:**

Davina Hurt	Belmont
Diana Colvin	Colma
Glen Sylvester	Daly City
Lisa Gauthier	East Palo Alto
Jon Froomin	Foster City
Deborah Penrose	Half Moon Bay
Marie Chuang	Hillsborough
Cecilia Taylor	Menlo Park
Ann Schneider	Millbrae
Sue Vaterlauss	Pacifica
Lisette Espinoza-Garnica	Redwood City
Rico Medina	San Bruno
Eddie Flores	South San Francisco

### **II. Public Comment**

None

### **III. Approval of Consent Agenda**

Moved, seconded, approved - Unanimous

### **IV. FY 2022/23 Budget Presentation**

Michael Leach

- Emergency Services Total Budget is \$3,274,679.
- Service levels remain unchanged
- Increase of \$91,331 from FY 2021-22 due to addition of County-wide Training using ARPA grant funds and Local Hazard Mitigation contract, and reduction of personnel salary and benefit adjustments.
- RWC asked what kind of training and who is receiving the training. Interim Director Don Mattei replied that the training is for County staff, such as Department of Emergency Management staff and particularly those who would be in an emergency response center. Additionally, the training is specific to emergency management training.
- Mr. Leach presented two budget scenarios: use of \$410,000 in Reserves or not utilizing Reserves. Utilizing reserves would reduce the cost to all City agencies and the County.
- Budget recommendation is to adopt the FY 2022-23 Emergency Services JPA Proposed Budget utilizing \$410,000 in reserves and utilizing the Finance Committee to determine how to best handle the increased reserves amount and consider officially establishing a reserve amount within the JPA agreement.
- Mr. Mattei suggested the Finance Committee discuss and present a formal policy on use of the excess Reserves to the Council for adoption.
- Ms. Schneider brought up for discussion several flooding incidents in her City that affected a main road in which cars turned onto a flooded street due to CalTrans not closing the road. She asked if there is a budget, as well as procedures, in place for

CalTrans to close the roads should this happen again in any other city.

- Ms. Schneider also brought up for discussion that there was another flood in which loss of life occurred. She noted that it is a multi-agency problem. She asks if these agencies are part of the LHMP disaster planning.
- Mr. Belville stated that LHMP does address disaster planning in relation to flooding.
- Ms. Schneider is requesting FEMA monies for preventative measures to address disasters. Mr. Belville noted that LHMP has identified preventative measures but can't predict whether the grant funding will come through.
- Mr. Froomin noted the Finance Committee did ask questions regarding the Reserves amounts and noted that the ARPA and LHMP were activities that could be funded using the additional reserves monies.
- Mr. Sylvester added that matching ARPA funds would present an opportunity limit each jurisdictions liability by utilizing \$410,000 in Reserves.
- Ms. Chuang concurred with her Finance Committee colleagues that the questions that are to be asked what amount of reserve is adequate and what is recommended to keep as a remaining balance.
- Mr. Medina also agreed that the Finance Committee spent a significant amount of time with DEM staff to discuss the Budget, and to present the
- Ms. Schneider asked if this budget would reduce her city's financial obligation to the ESC.
- Ms. Gauthier notes that she will discuss the budget with her City's staff.

## V. EOC and DEM Update

Dan Belville

- The Emergency Operations Center has been open for over two years.
- There are plans to terminate the incident in June or possibly sooner.
- Primary focus of the EOC is now to manage the 213s, which is a FEMA form provide orders for anything that is done in or by the EOC. DEM will continue to process the 213s that continue to trickle in primarily from the Health Department.
- Mr. Belville updated the ESC regarding the PPE that was damaged by the rain. He noted there were approximately 1,250 pallets of which approximately \$120k was destroyed. 250 pallets of PPE were donated to nonprofits, such as Ukraine and the Pacific Islands. DEM will continue to work with FEMA to repurpose the PPE items as needed.
- Ms. Espinoza-Garnica asked to clarify that the PPE will be given as foreign aid. Mr. Belville restated that using FEMA guidelines, PPE will be donated to nonprofits according to FEMA guidance.
- Ms. Espinoza-Garnica suggested that PPE items also be donated to other countries experiencing war, such as Palestine.
- Mr. Belville noted that items are donated according to guidelines set by FEMA and encourages the Council to refer any nonprofit organizations that can make use of the PPE to him.
- Mr. Sylvester thanked Mr. Belville for the update and for correcting the misinformation in the news reports.
- Mr. Sylvester stated that he and another council member had made a request to the County to purchase N95 masks to be made available for use when fire smoke is an issue. He appreciates that there are masks in stock and in a secure location for use by residents of the County. He also thanked Mr. Belville for the update.
- Ms. Schneider noted that she is part of an organization that will be hosting a fundraiser that will help any world citizen that is displaced for any reason.
- Ms. Gauthier asked what the plan is for the PPE. Mr. Belville clarified there will be a mandated supply kept on hand. The PPE that is close to expiration is able to be donated and repurposed.

- Ms. Penrose requested clarification regarding the 90-day supply for masks. Mr. Belville noted the mandated supply for the County was based on a burn rate calculation.
- Ms. Espinoza-Garnica stated she agreed with Ms. Sylvester and asked if there was a way to provide mask to local businesses. Mr. Belville clarified what kinds of businesses can receive masks from the County.

**VI. Informational update from Emergency Managers Association**

- Community Resilience/Volunteer Management Workgroup – Disaster Service Worker Volunteer Program Guidance
- San Mateo County Emergency Managers Technology Workgroup – Crisis Management Software: Review and evaluate RFPs and demonstrations for future crisis management software.
- San Mateo County Emergency Managers Training and Exercise Workgroup – Golden Eagle Full Scale Exercise scheduled for May 19, 2022.
- Acknowledgements and Congratulations – Chief Ari Delay, Belmont Police Department.
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**VII. Action Items**

- Approve State of California Changes for Training and Emergency Deployment for CERT (Citizens Emergency Response Teams) Disaster Service Worker Volunteer Program and Other Related Volunteer Groups.
  - Passed -Unanimous
- Approve an agreement between San Mateo Fire Consolidated Department and San Mateo County for the provision of a hazardous materials emergency response team for the term of July 1, 2022 through June 30, 2023 in an amount not to exceed \$782,572.
  - Passed - Unanimous

**VIII. DEM Operational Area Projects**

Don Mattei

- ZoneHaven Training and Exercise – DEM continues training on ZoneHaven evacuation software through practice exercises
- Ms. Schneider asked if ZoneHaven accounts for the closure of a sole entry/exit road for a community.
- Mr. Mattei replied that an authorized person from that particular community would be the person to engage with the ZoneHaven software.
- Mr. Sylvester notes due to the impending drought issue for the State, he is concerned about potential fires, and asks for more information regarding a fire evacuation software.
- Mr. Mattei replied that it would be advisable to provide a demonstration of the ZoneHaven software at a future meeting.
- Mr. Norris discusses the transition from Everbridge to RAVE, noting better geocoding, and standardizing notice templates.
- Mr. Mattei states that there will be maintenance to the sirens and work on a replacement plan for them and their upkeep.
- Ms. Schneider noted that four new cities were added to the tsunami maps.
- Ms. Vaterlaus asked if the sirens could be used in case of fire. Mr. Mattei affirmed that they could be used in case of fire.
- Ms. Penrose noted that she lives one-half mile from the beach and has never heard the sirens, not even as a test. Mr. Norris noted the sirens were designed to cover the ten-meter inundation zone with some overlap, and project along the coast.
- Mr. Foiles noted that January is the driest month on record for the County. There will

be a Drought Task Force meeting on April 26<sup>th</sup> at 10am, noting drought will be a major concern for the summer.

- Ms. Schneider stated the City of Millbrae has placed a moratorium on artificial turf and asks if the committee will be looking at this type solutions. She also asks if the Committee will be looking for other water sources. She expressed grave concerns over artificial turf.
- Mr. Foiles noted the Drought Task Force is in place to identify priorities as they move forward.

**IX. Announcement from the members of the council**

- Ms. Schneider noted the City of Millbrae has been identified as lacking the population base to create an emergency access or exit road by regional governing entities.
- Ms. Chuang asked DEM staff if the Simplicity app has been considered for use. Mr. Norris responds that the new software will be better.
- Mr. Sylvester thanked the DEM staff, and the council members for their work. He also thanks Ms. Schneider for voicing her city's concerns.

**X. Announcement of next meeting**

- **June 16, 2022**
- **September 15, 2022**

**XI. Adjournment**