



**COUNTY OF SAN MATEO  
DEPARTMENT OF EMERGENCY MANAGEMENT**



**Emergency Services Council Meeting**

**September 19<sup>th</sup>, 2024**

This meeting was called to order at 5:31PM by Council Vice Chair Medina.

I. Roll Call

Atherton	Councilmember Hawkins-Manuelian	Present
Belmont	Councilmember McCune	Present
Brisbane	Councilmember O’Connell	Not Present
Burlingame	Councilmember Stevenson	Not Present
Colma	Councilmember Slaughter	Present
Daly City	Councilmember Sylvester	Present
East Palo Alto	Councilmember Gauthier	Not Present
Foster City	Councilmember Froomin (Alternate)	Present
Half Moon Bay	Councilmember Rarback (Alternate)	Present
Hillsborough	Councilmember Chuang	Present
Menlo Park	Councilmember Nash	Present
Millbrae	Councilmember Schneider	Present
Pacifica	Councilmember Vaterlaus	Present (Virtual)
Portola Valley	Councilmember Taylor	Present
Redwood City	Councilmember Eakin	Not Present
San Bruno	Council Vice Chair Medina	Present
San Carlos	Councilmember Dugan	Present
San Mateo	Councilmember Newsom	Present
South San Francisco	Councilmember Flores	Not Present
Woodside	Councilmember Goeld	Present
County of San Mateo	Council Chair Slocum	Not Present

Attending Agency Representatives:

- Director Dhapodkar, Department of Emergency Management
- Clerk Jen, Department of Emergency Management
- Mr. Reynolds, Department of Emergency Management
- Ms. Firpo, Department of Emergency Management
- Secretary Mak, Department of Emergency Management

- II. Approval of the Agenda
  - Approved without objection
- III. Approval of the minutes
  - Approved without objection
- IV. Public Comments, Correspondence, Announcements
  - None
- V. Joint Exercise of Powers Agreement Update
  - Director Dhapodkar presented the recommended changes to the Joint Exercise of Power Agreement (JPA). Key points included:
    - The updates include establishing emergency management standards for the San Mateo County Operational Area (SMC OA), which Member Agencies are required to follow.
    - Adopting an all-hazards approach to cover natural, technological, and human-caused incidents, ensuring comprehensive planning and resource flexibility.
    - The Organization is a special district for financial reporting by the State Controller's Office (SCO), requiring annual submissions and audits.
  - Motion by Foster City. Second by Millbrae.
- VI. All Hazards Countywide Evacuation Plan Update
  - The Department of Emergency Management (DEM) has decided to separate from the contractor working on the All Hazards Evacuation Plan. Moving forward, the DEM will handle this project internally alongside an evacuation subject matter expert.
  - The ESC will be kept abreast of the progress.
- VII. Storm Planning
  - Mr. Reynolds presented the Emergency Management Phases in storm planning; phases include Monitoring, Preparedness, Response, and Mitigation.
  - The DEM is tracking seasonal outlooks and conducting training to ensure staff readiness. Over 17,000 sandbags are staged, and local libraries are ready to serve as Community Resilience Centers. The DEM will coordinate with the National Weather Service. The DEM will also facilitate operational area coordination before, during, and after storms.
  - San Mateo and Menlo Park requested that their libraries be involved in the CRC project.
- VIII. Community Outreach
  - Ms. Firpo gave a presentation on Community Outreach, which provided an overview of various community events that the DEM hosted and attended over the past year.
  - She emphasized the importance of providing planning and preparedness materials in multiple languages to expand the DEM's reach in and improve community resilience in communities where English is a second language.

- IX. Director's Year in Review
  - Director Dhapodkar discussed the many milestones that the DEM has accomplished in her first year as Director of the DEM. Some of these accomplishments included conducting and participating in over 20 trainings and exercises, over 17 community outreach and preparedness events, 11 incident responses, and 9 mitigation projects.
  
- X. 2025 Calendar Approval
  - Director Dhapodkar proposed moving the first 2025 ESC meeting to February to allow Member Agencies time to appoint representatives.
  - The June meeting was updated to be scheduled on June 12th, 2025.
  - Motion by San Mateo. Second by San Carlos.
  - Vote – all in.
  
- XI. Members Report
  - Council Vice Chair Medina and other Council Members thanked the Members, who will be terming out before the next ESC meeting, for their service to the Council and their communities.
  
- XII. Adjournment
  - The meeting was adjourned at 7:01 pm.
  
- XIII. Announcement of the next meeting: February 20<sup>th</sup>, 2025.