

## Emergency Services Council Meeting Minutes June 19, 2014

The Emergency Services Council was called to order by Chairperson Adrienne Tissier at 5:35 p.m. Roll Call was taken.

Members Present:

Brisbane	Clarke Conway
Burlingame	Terry Nagel
Colma	Diana Colvin
East Palo Alto	Laura Martinez
Half Moon Bay	Naomi Patridge
Millbrae	Marge Colapietro
Pacifica	Sue Digre
Portola Valley	John Richards
Redwood City	Ian Bain
San Bruno	Rico Medina
San Mateo	Jack Matthews
South San Francisco	Dr. Pradeep Gupta
Woodside	Dave Burow
San Mateo County	Adrienne Tissier

Members Absent

Atherton	Jim Dobbie
Belmont	David Braunstein
Daly City	Raymond Buenaventura
Foster City	Charles Bronitsky
Hillsborough	Maria Chung
Menlo Park	Ray Mueller
San Carlos	Matt Grocott

Supervisor Tissier – Note- On the April 17<sup>th</sup> minutes we need to add in Marge Colapietro.

Motion to approve minutes as noted

Second Motion

Minutes approved; 14 Ayes, 0 Nays

**Consent Agenda-** All items listed is for informational purposes. No action is required

by the Council. There were no questions or comments.

Operational Report was handed out. No comments or questions.

### OLD BUSINESS

**JPA Revision Update-** Captain Wyss- I wanted to give you an update from the last meeting on the status of the JPA. There were some edits that did not get included in the document that was presented and signed by your respective councils. Since the last meeting we have outlined a clear process to take this document forward. As difficult as it was to admit the mistakes that were made, we think that we will have a more detailed and specific product that will represent our Joint Powers Authority. We received a lot of feedback from different people. In the staff report we have outlined a seven step approach moving forward.

- 1.) Review by HSD/OES staff who will color code all changes, recommendations and suggestions. A legend will be provided to the reviewers to know where and who made the recommendations or changes in the agreement.
- 2.) Staff will meet with the JPA sub-committee of the San Mateo County Emergency Managers Association to review the proposed changes. They will review and make any appropriate recommendations to the agreement. Any edits by this group will also be color coded.
- 3.) The Agreement will be presented to County Counsel to assure correct language and changes meet the necessary legal requirements.
- 4.) The HSD/OES Captain or Director will present the revised JPA agreement to this body at the September 18<sup>th</sup> meeting.
- 5.) The JPA agreement will be sent out to the cities within five days of the September meeting. The cities should have the agreement reviewed by the City Manager, Police/Fire chiefs, and City Council and returned to the Office of Emergency Services by December 3, 2014.
- 6.) The JPA agreement will be presented to the Emergency Services Council for a final review at the January 2015 meeting. A recommendation for approval will be sought.
- 7.) HSD/OES staff will prepare a memo and resolution to the San Mateo County Board of Supervisors requesting formal adoption of the revised Emergency Services Council's Joint Powers Agreement.

The action that I am requesting tonight is approval to move forward with this process.

Supervisor Tissier- You are asking us to bless the seven steps so you can move forward, correct?

Captain Wyss- Yes

Marge Colapietro (Millbrae) – I am very impressed with the report and the process. It covers all of the bases and is very clear the way it is written. I have a question on page 2- Phase Five of the process, when it went to the city council for approval the first time, did you require a resolution by the city council for approval of the agreement?

Captain Wyss- Yes

Marge Colapietro (Millbrae) - Then we will need one this time as well?

Captain Wyss- Yes

Marge Colapietro (Millbrae) - Then I would ask that you communicate to the city manager that this be placed on the agenda and return by council resolution.

Supervisor Tissier- Let’s take a vote on the approval of the process has presented.

Motion to approve- Millbrae

2<sup>nd</sup> motion-

All in favor of the Seven phase process for moving the JPA agreement forward

14 Ayes

0 Nays

Motion to Approve process for moving the JPA agreement forward is passed.

**Conflict of Interest (Form 700) Status-** Jeff Kearnan- Last year we adopted the conflict of interest form for this body. It was part of the JPA that was presented last year. In the revisions that we are making now, we have added language to make it more formal. So far I have received about 50% of the forms back. If you have not sent it in please forward a copy to me for our files.

Dave Burow (Woodside) – To clarify we should add OES on to the 700 form? Also we should interpret this as a countywide activity that expands the scope of our conflicts correct?

Supervisor Tissier- I think I can answer that. If you sit on a city, county or regional body, it expands where your conflict of interest could occur. So the answer is yes.

Just copy the form, add on OES and send in with an original signature.

## NEW BUSINESS

**EMA Update-** Captain Halleron- The Emergency Managers Association has been very active since the last meeting. We now have a number of different disciplines involved in the association such as water districts, PG & E, and even Stanford Linear Accelerator, which is in our county. We have various working groups established. We have just finished Standard Emergency Call signs for all of the city emergency managers in the county. At our last meeting we had a large presentation on the drought and it is now going to be a standing agenda item. We are working with OES on training and exercises. OES has two grants that are funding some training and exercises throughout the county. One is Unified Command training which brings together field commanders, both fire and law to train together at the command posts on both small and large incidents in the field. We have sent out the plan for comment and will be working with the vendor on any revisions or changes. We are doing this training prior to the Zone exercises.

**Drought Update-**Brian Molver- We are in the third year of a statewide drought. We do have a critical drought situation in the County service area #7 which services La Honda. Memorial Park was closed because of the situation. The drinking source in CSA #7 on Alpine Creek is at a critical stage. They are still pumping water but we do not know how much longer they will be able to do that. There are 70 connections downstream to the west that this is effecting. We are working with public works and have developed an action plan that we are working from. We have identified objectives that we need to accomplish by next week and are presently working on these with the state. We have a few YMCA camps in the area, and one of them will be out of water by Monday. We are going to meet with them on Monday to see what options they have. We are working with a lot of departments from the state and the county, public works, parks, and public health.

Pradeep Gupta (South San Francisco) - There was a report in the newspaper that the response by the citizens to cut back on water usage has not produced the results that the state was hoping for. Do you think that more strict measures for water usage may be coming?

Brian Molver- It might be time to consider more strict measures to conserve water. Right now the majority of the county looks pretty good. It is the unincorporated areas that have serious water problems because they use surface water.

Supervisor Tissier (San Mateo County) – From the stand point of the Board, we just reviewed a report that looks at several options that we could consider. The unincorporated county areas are in dire straits, and we do not want the rest of the county to get to that point, so we will be considering these options.

Jack Matthews (San Mateo) - It was difficult to hear that we are closing YMCA camps and parks. I think that we can do a better job getting the word out that this is a serious problem. I think that we need to do more press releases concerning the water issues and make people aware of the problems.

Ian Bain (Redwood City) – What are some of the options that we might consider?

Brian Molver – Hauling of potable water that has been treated, hauling of raw water that can be treated at the plant over there and then stored, maintaining a regular flow.

As for conservation, the state starting in January put out a request for volunteer conservation that covered the entire state.

Naomi Patridge (Half Moon Bay) – I am concerned about the coast side not just Half Moon Bay but Pescadero.

Brian Molver – Right now it is not at a critical level on the Coast. It has affected the farmers who have had to bring in water for their crops and their animals.

Marge Colapietro (Millbrae) – Why have you not talked to the folks that will be running out of water on Monday sooner?

Brian Molver – It just came to our attention today. They are a camp that has about a 100 people doing the summer and around 20 during the year. They are not in the county's water system but the state's. As soon as we found out from the state we met with them today.

Captain Wyss – Would you like this to be a standing agenda item?

Supervisor Tissier- Yes.

**Public Works Mutual Aid Update**-Randy Breault–A few years ago we tried to do a public works mutual aid agreement. The document was approved by the County but

not any of the cities. We have gotten passed that. The Public works director in Belmont, Afshin Oskoui, who worked in San Diego, came to Belmont with a lot of energy and experience dealing with mass evacuations during wildfires, helped in getting the process started. The city and county engineers association formed a subcommittee to work on this. The subcommittee brought the document to the city and county engineers who were happy with the document. We are now working with Pat Haloren and the Emergency Managers group to supplement the document to make sure the zone concept is included that the county is following. Once the document is complete we will bring it back to the cities and Council for review and final approval.

Terry Nagel (Burlingame) - I don't understand Public Works role in wildfires?

Randy Brault (Brisbane) - Public works plays a big role in mass evacuations, transportation and setting up shelters. They have the man power and equipment to help with this.

Terry Nagel (Burlingame) – Are wildfires a concern in this county?

Randy Brault (Brisbane)- The fire chiefs would say yes because of the very dry conditions.

**Disaster Prep Update-** Lt. Kearnan- This was the 10<sup>th</sup> annual Preparedness day. It was held in conjunction with the opening day of the County fair. Congresswoman Speier, Supervisor Tissier, State Representative Hill and Under Sheriff Bolanos participated in the opening ceremony. We had 47 volunteers help throughout the day. There were 2000 people at the gates when the event opened. There were 27 booths inside and 28 static displays outside. We had presentations from the Bomb Squad, SPCA, USAR search dogs, Red Cross, 3 CPR classes that trained 200 people, and OES Survivor presented by Brian Molver. All of the presentations were well received.

Supervisor Tissier – I want to thank OES and all of the public safety groups that participated. The presentations were outstanding. I would also like to thank the volunteers who did a tremendous job helping out. We had around 4000 to 5000 people in the first hour which is outstanding.

**Burlingame Neighborhood Network-** Presentation was given by Kathy Schmidt, Chairperson for Burlingame Neighborhood Network and Linda Friedlin. Informational handouts were given.

**Red Cross Update-** Olga Crowe- Red Cross continues to do Partner Shelter training with Human Services Agency. About 90% of H S A has been trained. We are doing three trainings on the Coast for CERT members, volunteers, and city staff. We are continuing to do site assessments and are working with the Emergency Managers Association for those cities that have not responded. In Portola Valley we are working with them on shelters and volunteers.

**PUBLIC COMMENT** - No public comments

**ANNOUNCEMENTS** – No Announcements

Next meeting is September 18, 2014.

Meeting was adjourned at 6:35 P.M.