

**Emergency Services Council Meeting
Minutes September 20, 2018**

The Emergency Services Council was called to order by Chairperson Canepa 5:30p.m. Roll Call was taken.

Members Present:

Atherton	Cary Wiest
Belmont	Davina Hurt
Brisbane	Karen Cunningham
Burlingame	Ann Keighran
Colma	Diana Colvin
Daly City	Glenn Sylvester
East Palo Alto	Lisa Gauthier
Hillsborough	Marie Chuang
Menlo Park	Catherine Carlton
Millbrae	Ann Schneider
Pacifica	Sue Digre
Portola Valley	John Richards
Redwood City	Janet Borgens
San Bruno	Rico Medina
South San Francisco	Mark Addiego
County of San Mateo	David Canepa

Members Absent:

Foster City	Charles Bronitsky
Half Moon Bay	Deborah Penrose
San Carlos	Robert Grassilli
San Mateo	Eric Rodriguez
Woodside	Chris Shaw

Approval of Minutes: Motion to approve minutes- Colma

2nd Motion to approve minutes -Millbrae

Ayes- 15

Not present for the approval of minutes- 6

June 22, 2018 Minutes approved

Operational Report: Captain. Craig Denton- Reviewed Attachment A. No significant changes. Introduced San Carlos District Coordinator- Nolene Powers.

OLD BUSINESS

SMC Alert- Jeff Norris- We have had around 83 notifications sent since our last meeting. This is a slight increase but can be attributed to accidents and weather during the summer.

What is significant is the increase in each jurisdiction of participation. We are now above 12% which is higher than the national average. We are doing several measures along the way to improve the performance of the system. We have also increased public presentations, more public outreach, updated our brochure, and made it easier to sign up.

[Attachment provided to ESC members – SMCAAlert Subscribers by City/Town]

Millbrae- Can we get that report e-mailed out to us?
Yes we can do that.

NEW BUSINESS-

Yellow Command Debrief Report- Kevin Rose- The Yellow Command Exercise is an operational area exercise that consists of all of the 12 Counties in the Bay Area. The exercise was conducted on September 6, 2018. It is fiscally attached to the Urban Shield exercise but is run as a standalone event that enables everyone to exercise agreed-upon focus/scenario. This was the second year of Mass Care and Shelter as the focus. The four main objectives this year were: 1. Utilize regional information sharing and management processes and systems; 2. Implement local government plans to establish and operate shelter sites; 3. Activate and operate local and Operational Area EOC's in support of care and shelter missions; and 4. Activate the Bay Rea Joint Information System (JIS). Overall there were 12 counties that participated. There was Regional Joint information System (JIS) with an accompanying Joint Information Center (JIC) in San Mateo County. There were 17 cities and 400 participants that participated. We had 13 EOCs activated, with 7 full activations in the cities. Web EOC was another system that we wanted to test. We had ten cities and the county that shared real time events and situation reports. We also tested opening shelters. Foster City activated a shelter, Millbrae simulated a shelter, South San Francisco and County Human Services Agency had virtual shelters. The Peninsula Humane Society sent out there Disaster Response Team and set up an Animal Shelter with Foster City. (For more detailed information please refer to the Power Point Presentation located on the OES website). Overall this is what we were able to capture from Yellow Command: Information Sharing- situation reports, Web EOC, Communications, JIC and PIO's; Resource Requesting – County/City/Agency/Shelter; Future Training and Exercises- EOC, Web EOC, Shelter. The exercise went very well overall.

Burlingame- Can we get these presentations ahead of times so we can have a list of questions that we would like to ask. Also can we get a copy of the presentation sent to us?

Elected Official EOC Protocol- Craig Denton- **Based on expressed interest from the ESC**, this is a guide on Emergency Operations for elected officials since you will play a vital role in an emergency. I have handed out a table of contents of what we are working on. The presentation went over the different phases of a disaster, communication, SEMS/NIMS, and activation and response that will be covered in the training. The training will also cover

communications in the EOC, as well as possible roles and responsibilities for elected officials. We will also go over proclamations, potential litigation, special legislation, and development of policies that may be required. Last we will look at recovery. We will also go over messaging, make sure everyone is on the same page. And we are prioritizing the messages. Another area that will be discussed is Federal disaster assistance. Last we will discuss continuity of government and operations, ending with exercises and training. I will have more later. I hope to have a finished product by the next time we meet.

OES Calendar- Kevin Rose-On 7/31/18 we conducted a bilingual CERT class in North Fair Oaks. We had 35 people participate. On 8/11/18 we held a Mini Disaster Preparedness Day in North Fair Oaks. Coming up on September 22, 2018 the Annual Disaster Preparedness Day will be held at the San Mateo Event Center. This week on Sept 19, 2018, SFO held there full scale exercise. The scenario was an airplane crash in the Bay. San Mateo County participated along with San Francisco, both fire and law along with the Coast Guard and the Sheriff's Marine Unit. On October 11, 2018, the County will hold a Disaster Service Worker Day to promote disaster preparedness both at work and at home. On October 18, 2018 the County will participate in the Great California Shakeout that will include a two minute drop-cover-hold on drill followed by a County-wide evacuation of all employees at all work sites.

Hazmat Update- B/C Jeff Thorne-In January 2019, three fire departments, San Mateo, Belmont and Foster City will merge. This will allow us to have a great pool of personnel and more highly trained. This will give us a greater opportunity to respond to a wide variety of incidents both within the county and throughout the state. Our contract will be expiring next year and we will be working with OES on a new one.

Emergency Managers Association Update- Ken Anderson-I am currently the new Emergency Managers Association President. We have completed an update of the Emergency Operations Center position job aids, what we call checklists. On October 31, the reporting on the Hazard Mitigation Plan updates have been completed and brings us in compliance to receive and apply for mitigation grants. We have also been working with OES on public warning and alerting. We are putting together some procedures as well as gathering a list of individuals in the county that can send out alerts to make sure that they are properly trained. We are also doing some pre-scripted messages for SMC Alert. Last, we have been working on the annual preparedness survey that will go out to the city managers. This will allow us to identify any gaps that may exist so we can work with OES to address them.

American Red Cross Update-Jim Holly- The Red Cross continues to implement the Home Fire Prevention Program. We installed alarms in San Carlos, Menlo Park/East Palo Alto, Daly City, Redwood City, Foster City, San Mateo, and Belmont. We continue to participate in Community events as well as Disaster Preparedness events. The Red Cross participated in Yellow Command which gave us an opportunity to gain experience in setting up a family reunification center. We also participated in the SFO crash simulation exercise providing

medical and mental health response. Lastly we continue to offer shelter training courses.

PUBLIC COMMENT:

No public comment

ANNOUNCEMENTS: Next meeting is January 17, 2019

Meeting was adjourned at 6:30