

**Emergency Services Council Meeting
Minutes June 18, 2020**

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

Members Present:

- | | |
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| Cary Wiest | Atherton |
| Davina Hurt | Belmont |
| Karen Cunningham | Brisbane |
| Ann Keighran | Burlingame |
| Diana Colvin | Colma |
| Glenn Sylvester | Daly City |
| Lisa Gauthier | East Palo Alto |
| Richa Awasthi | Foster City |
| Deborah Penrose | Half Moon Bay |
| Marie Chuang | Hillsborough |
| Ann Schneider | Millbrae |
| Sue Vaterlaus | Pacifica |
| John Richards | Portola Valley |
| Janet Borgens | Redwood City |
| Rico Medina | San Bruno |
| Adam Rak | San Carlos |
| Joe Goethals | San Mateo |
| Rich Garbarino | South San Francisco |
| Chris Shaw | Woodside |
| David Canepa | County of San Mateo |

Members Not Present:

- | | |
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| Cecilia Taylor | Menlo Park |
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County Update- COVID10- Mike Callagy -County Manager- We will be entering a new phase based on how the state moves. We will continue to adhere to social distancing and limit large gatherings. We will continue to direct people and businesses to the state orders. Aging and Adult Services continues to deliver meals to those in need. This has been extended until July 10th. We continue to do testing but need to do more. We need to continue to get information out to the public. The needs of undocumented residents need to be addressed as well as helping to bolster minority businesses.

Health System Update- Louise Rogers- We are moving to a new phase- the opening of businesses. We need to continue to concentrate on issues that will limit the spread: face

coverings, avoiding large crowds, social distancing, and ramping up testing. Case rates have started to drop. Because there is more testing, more cases have been identified. Hospitalizations have also begun to drop. Because of this, elective surgery has started again. We must try to avoid any type of surge in hospitalizations. There have been 490 cases in assisted living facilities. We are mobilizing a number of things to support these facilities: training, sending in trained teams to help, and more testing. The state is now monitoring each county on key processes. There has been a shift in policies. We will be working on these changes as a county moving forward.

JPA Review Committee and Summary Recommendation- David Silberman- County Counsel- The JPA agreement sets up the structure of the organization. It is mandated that the JPA agreement be reviewed every five years. There are several items that do not need to be in the document such as definitions. A committee was formed to review the document and recommend any changes. The committee consisted of the following city council members: San Bruno Mayor Medina, Menlo Park Mayor Taylor, Redwood City Councilwoman Borgens, and Burlingame Vice Mayor Keighran. Any changes recommended would need to go back to each city attorney for approval. The committee recommended to maintain the present document with no change.

Motion to keep the JPA in its present form- Redwood City
2nd Motion-Burlingame
Ayes- 20
Motion passes

2020-2021- JPA Budget- Deniz Tunic- Gave a presentation on the Budget. Presented an overview of the total proposed budget, There was a \$177,839 increase from FY 2019-2020 due to personnel salary and benefit adjustments, rRegional operations center facility costs, and San Mateo Consolidated Fire Hazmat contract costs. There were two budget scenarios presented to the Council for consideration: Utilize reserves of \$200,000 which reduces the cost to all City agencies and the County or do not use any reserves for the budget. The Council authorized the use of \$200,000 in reserves for the FY 2019-2020 budget. The budget recommendation is to Adopt the FY 2020-2021 emergency Services JPA proposed budget utilizing \$200,000 in reserves. The Finance Advisory Committee concurs with this recommendation.

San Bruno- Is there a mechanism to give an estimate on the budget to council prior to presenting it?

Yes, Fiscal can provide an estimate earlier on.

Redwood City- Why do some cities have a larger increase than others?

Any increase to the cities is based on the population in each city and property value assessment.

Millbrae- Is San Francisco Airport able to still make contributions to the JPA?
We are billing them quarterly, so it does not fluctuate in the budget. There is no impact to the revenue.

Millbrae- I am concerned that we are continually dipping into reserves.

Motion to Accept the recommended JPA budget utilizing \$200,000 from reserve – Hillsborough
2nd Motion- San Carlos
20 Ayes
Motion passes

Vice Chair Nomination- Supervisor Canepa- In the JPA agreement there is supposed to be a Vice Chair.
Hillsborough nominated- Rico Medina- San Bruno
No other nominations brought forward
Motion to appoint Rico Medina as Vice Chair- Hillsborough
2nd Motion - Redwood City
20 Ayes
Motion Passed

PUBLIC COMMENT: None

ANNOUNCEMENTS- Millbrae- The draft for the Debris Management Plan has been completed. There is a workshop on July 8th. I was wondering if anyone else from the Council would like to work with me to review the plan. I would like to create a short term sub-committee to review the plan.

Janet Borgens from Redwood City will join the committee
Deborah Penrose from Half Moon bay will also join the committee

The next Emergency Services Council is September 17, 2020

Meeting was adjourned at 7:00 PM