

**San Ramon Valley Emergency Preparedness  
Citizen Corps Council  
Policy Advisory Committee  
June 15<sup>th</sup> 2018  
10:00am-11:00am**

**Invitees:**

Mayor Bill Clarkson (San Ramon), Mayor Renee Morgan (Danville), School Board member Ken Mintz, Fire Board member Jay Kerr, Chair of the Board of Supervisors Candace Andersen, Debbie Vanek (SRVFPD), Jeff Hebel (Danville), Cliff Buxton (SRVFPD), Danielle Bell (SRVFPD)

**Location:** San Ramon Valley Fire Protection District  
Administration Building/Large Conference Room

**Agenda and Notes:**

Call to Order at \_\_10:00am\_\_ by Candace Anderson

1. Public Comment

- None\_\_\_\_\_.

2. Approval of Previous Meeting Notes, March 23rd 2018

- **Motion** to accept minutes made by Bill Clarkson; second by Jay Kerr with unanimous affirmative vote.

3. Financial Report

- Moved to the next meeting

4. New Business

- Summary of Debbie Vanek's proposal for a project in a non-fair year project. The project is Teen Screening for hidden heart conditions. The SRVEPCCC will sponsor the event to be held at Monte Vista High School on Sunday, September 15, 2019. The cost will be \$13,000 - \$20,000. The project was presented to Pac. Motion to approve Kerr and seconded by Morgan.

5. Committee Reports and Policy Updates

- Alert, Notification and Communications Report:
  - **Denton Carlson** presented the following: The Highway Advisory Radio system (HAR) has been upgraded and delivering better performance through out the San Ramon Valley. A test of the system will take place at 6:00 pm on August 16<sup>th</sup>.  
✓
- Training, Education and Publications Committee Report
  - **Jeff Hebel** presented the following.
    - The next fair will take place on September 29, 2018. Theme to be Haywired.
    - Preliminary discussions have been started. We are looking at partnering with Sunset Development and the new city center complex for joint marketing opportunities.
    - We will continue to focus on a family friendly event with games for kids/families

- We discussed the idea of allowing vendors to sell emergency prep kits and related items at the Fair. PAC is supportive of the concept as long as vendors are selling things that relate to the Fair's overall mission.
- We have secured the following in sponsorship for the fair:
  - Chevron \$5,000
  - AT&T \$2000 A thank you to Ken
  - PG&E \$1000
  - Joyce Feldman from Farmers \$1000.
- Earthquake Geologist Emeritus David Schwartz will be presenting at this year's fair and talking about the Haywired.
- Giveaway idea for this year's event is Earthquake Putty
- PAC members brought up a great idea for AT&T to host landline examples and battery powered backups for phone users in an earthquake or emergency. Ken Mintz to follow up on what AT&T can provide.
- Monthly announcements on social media will begin on June 29<sup>th</sup>. The announcements will advertise the fair and also have a short emergency message about specific topics. To include a family reunification plan, if you had to evacuate quickly, could you and emergency communications, specifically HAR?

HeartSafe Community Report:

- **Debbie Vanek** presented the following:
  - See New Business for Teen Screening project
  - Leadership retreat was held May 01 at Hap Magee Park
  - The 7<sup>th</sup> Grade CPR will stop due to AB 1719 requirement for CPR before high school graduation. HeartSafe provided the SRVUSD with a lesson plan, will train the high school Health teachers in the program and will lend equipment until the school district and purchase their own.

**HeartSafe Hands Only CPR/AED Training – April – June 2018 (760)**

- April 16, 2018 Iron Horse Middle School - 357
- April 18, 2018 Alamo Women's Club - 24
- April 18, 2018 Martinez Rotary – support only
- April 22, 2018 Via Heart Screenings – Livermore (RFA) - support only
- April 28, 2018 She's All That – California High School – 39
- May 18, 2018 Girls Scouts - 11
- May 28, 2018 Art & Wind Festival, San Ramon – 175
- June 02, 2018 Danville Farmers Market - 87
- June 14, 2018 Bishop Ranch Health Fair – 67
- June 20, 2018 SIRS Luncheon (pending next week)

- Community Emergency Response Team (CERT) Report:
  - **Cliff Buxton** presented the following CERT updates.
  - 1701 trained CERT volunteers are registered with the SRV EP CCC
  - CERT Class #81 graduated May 12th, 2018
  - Presented CERT Fire Prevention & Safety Class at GE Global, Bishop Ranch
  - "Amateur radio getting on the air #1" class offered to CERT April 7<sup>th</sup>, 2018
  - CERT semi- annual Communications Drill on April 21st, with 5 areas participating

- Light Search & Rescue Class offered to CERT on May 16<sup>th</sup>, 2018
- CERT Refresher Training took place June 3<sup>rd</sup>, Five stations/Choose ant three including Go Bag & Preparedness, Search & Rescue, Medical, Communications & Activation
- Bay Area CERT first meeting was in San Francisco in May
- Personal Emergency Preparedness Class of SR Rotary May 2nd, 2018
- Participated in Chevron/County Health POD exercise on June 4<sup>th</sup>
- Planning is underway for Urban Shield, Green Command on September 8<sup>th</sup>, 2018
- Access and Functional Needs Report:
  - **Debbie Vanek** presented the following:
    - 5/16 - Autism and Access and Functional Needs Presentation for Livermore Pleasanton CERT group
    - RCFE Evacuation video received a grant to have it closed captioned in 3 languages. Project complete and turned into State OES for final approval.
    - RCFE training coming up on July 10
    - 5/15 – Provided Evacuation Training for CCC Health Services RCF program

5. .New Business:

6. Administrative Item:

- City of San Ramon leads the next meeting, followed by (in order), Contra Costa County, San Ramon Valley Fire Protection District, San Ramon Valley Unified School District, and Town of Danville.

7. Next PAC meeting: Friday, September 7, 2018 at 10:00 am – postponed to October 5<sup>th</sup> at 10:00am

8. Adjourned at 10:00am

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

Normal Trial Balance - Normal Trial Balance All Funds

700 - Agency Fund-Citizen Corp Council

From 7/1/2018 Through 9/30/2019

<u>Account Code</u>	<u>Account Title</u>	<u>Debit Balance</u>	<u>Credit Balance</u>
1000	Checking - Union Bank	0.00	
1001	Checking - Bank of the West	39,587.97	
1125	CalCard Clearing	0.00	
1200	Investments - LAIF	0.00	
1300	Accounts Receivable	0.00	
1320	Interest Receivable	0.00	
2000	Accounts Payable	0.00	
2420	Use Tax Direct Payment		124.78
3300	Fund Balance-Unassigned		40,740.98
3352	Fund Balance-Assign-Other Encu		9,989.20
4250	Other Intergovernment Revenue		2,000.00
5202	Office Supplies	90.00	
5222	Food Supplies	306.84	
5250	Professional/Specialized Serv.	8,370.00	
5276	Educational Courses/Supplies	2,370.46	
5278	Public Educational Supplies	2,129.69	

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

Statement of Revenues

700 - Agency Fund-Citizen Corp Council

From 7/1/2018 Through 9/30/2018

	<u>Total Budget</u>	<u>Current Year Actual</u>	<u>Budget Variance</u>	<u>Percent Remaining</u>
Revenues				
Intergovernmental Revenue				
Other Intergovernment Revenue	4250 <u>50,000.00</u>	<u>2,000.00</u>	<u>(48,000.00)</u>	<u>(96.00)%</u>
Total Intergovernmental Revenue	<u>50,000.00</u>	<u>2,000.00</u>	<u>(48,000.00)</u>	<u>(96.00)%</u>
Total Revenues	<u>50,000.00</u>	<u>2,000.00</u>	<u>(48,000.00)</u>	<u>(96.00)%</u>

① Donation from AT&T for Emergency Preparedness Fair

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

Statement of Expenditures

700 - Agency Fund-Citizen Corp Council

From 7/1/2018 Through 9/30/2018

		<u>Total Budget</u>	<u>Current Year Actual</u>	<u>Budget Variance</u>	<u>Percent Remaining</u>
Expenditures/Appropriations					
Office Supplies	5202	1,975.00	90.00	1,885.00	95.44%
Small Tools and Equipment	5210	7,650.00	0.00	7,650.00	100.00%
Miscellaneous Supplies	5212	1,000.00	0.00	1,000.00	100.00%
Firefighting Supplies	5214	250.00	0.00	250.00	100.00%
Food Supplies	5222	7,500.00	306.84	7,193.16	95.90%
Non-Safety Clothing/Supplies	5226	6,000.00	0.00	6,000.00	100.00%
Maint./Repairs-Equipment	5236	500.00	0.00	500.00	100.00%
Professional/Specialized Serv.	5250	21,225.00	① 8,370.00	12,855.00	60.56%
Specialized Printing	5272	4,500.00	0.00	4,500.00	100.00%
Memberships	5274	300.00	0.00	300.00	100.00%
Educational Courses/Supplies	5276	0.00	2,370.46	(2,370.46)	0.00%
Public Educational Supplies	5278	2,750.00	2,129.69	620.31	22.55%
Meetings/Travel Expenses	5284	1,350.00	0.00	1,350.00	100.00%
Autos & Trucks	6250	9,989.20	0.00	9,989.20	100.00%
Total Expenditures/Appropriations		<u>64,989.20</u>	<u>13,266.99</u>	<u>51,722.21</u>	<u>79.59%</u>

① \$6,000 for Nixte; balance for CERT Instructors