

**SAN RAMON VALLEY EMERGENCY PREPAREDNESS  
CITIZEN CORPS COUNCIL  
POLICY ADVISORY COMMITTEE MEETING**

**Friday, October 23<sup>rd</sup>, 2020 – 8:00 a.m.-9:00 a.m.**

**Location:** San Ramon Valley Fire Protection District via zoom  
<https://srvfpd.zoomgov.com/j/1605460143?pwd=S3cxNWZ3b0lpMVRvMkFQU1BoZlIxZz09>

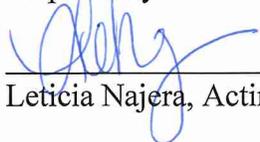
**Meeting ID: 160 546 0143**  
**Passcode: 011685**  
**One tap mobile: (669)254-5252**

**AGENDA**

Lead Agency for October 23<sup>rd</sup> 2020: City of San Ramon

1. Public Comment
2. Approval of Minutes from previous meeting (February 21<sup>st</sup>, 2020)
3. Financial Report
4. Committee Reports and Policy Updates
  - Alert, Notification and Communications
  - Training, Education and Publications
  - HeartSafe Community
  - Community Emergency Response Team (CERT)
  - Access and Functional Needs
5. New Business
6. Adjournment/Next Meeting – TBD

Prepared by:

  
\_\_\_\_\_  
Leticia Najera, Acting District Clerk

*Agenda posted on Wednesday, October 07, 2020, at the District's Administration Building, Fire Stations 30, 31, 32, 33, 34, 35, 36, 38 and 39, and the San Ramon Valley Fire Protection District's website at [www.firedepartment.org](http://www.firedepartment.org)*

*The San Ramon Valley Fire Protection District ("District"), in complying with the Americans with Disabilities Act ("ADA"), requests individuals who require special accommodations to access, attend and/or participate in District meetings due to a disability, including but not limited to American Sign Language interpreters, assistive listening devices, transportation to and from the meeting site or other accommodations, may be requested by calling (925) 838-6661 no later than 72 hours in advance of the scheduled meeting time.*

**San Ramon Valley Emergency Preparedness  
Citizen Corps Council  
Policy Advisory Committee  
February 21, 2020  
9:30am-10:30am**

**Invitees:**

Karen Stepper (Danville), Renee Morgan (Danville), Bill Clarkson (City of San Ramon), School Board member Ken Mintz, Fire Board member Jay Kerr, Chair of the Board of Supervisors Candace Andersen, , Chief of Staff Office of Supervisor Gayle Israel, Lieutenant SRPD Denton Carlson Debbie Vanek (SRVFPD), Jeff Hebel (Danville), Cliff Buxton (SRVFPD), Danielle Bell (SRVFPD), Davina Hatfield (SRVFPD), Gayle Israel (CCC Sup), Larry Fong (Red Cross), Ken Nelson (SRVUSD), Zack Adinoff (Contra Costa County OES)

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

**Agenda and Notes:**

Call to Order at 9:36am by Candance Anderson.

1. Public Comment
  - None\_\_\_\_\_.
2. Approval of Previous Meeting Notes,
  - **Motion** to accept minutes made by Candance, accepted by Jay Kerr; second by Ken Mintz with unanimous affirmative vote.
3. Financial Report by Davina Hatfield. The budget is currently \$45,000 in the account. There has been \$16,000 in expenses mainly to pay the CERT instructors for classes at the District and teaching in the schools. Davina will follow up to make sure everyone has contributed the \$10,000 from each agency. Budget accepted by Ken Mintz; second Jay Kerr by with unanimous affirmative vote.
4. New Business- No
5. **Committee Reports and Policy Updates:**
6. **Training Education and Publications Committee Report**
  - **Alert & Notifications**
    - **Denton Carlson** presented the following.
    - PSPS has been working well and our information is seamless, and the same messages are getting sent out and our residents feel informed. There has been proactive calls and consistent

communication which took the strain off dispatch. Worked very well. Messaging from all agencies went out well and being able to plug in addresses helped. Overall successful.

## **Training**

- **Cliff Buxton** presented the following.
  - Contra Costa Health Department Medical countermeasures “POD in a Box”
  - All hardware, material and instructions for large scale dispensing of medications
  - Strategically located in several cities around the County
  - San Ramon now has a “Pod in a Box”
  - County Health to provide training
- Bay Area Regional exercise scheduled in November 2020
- Water Storage/Water Drum purchase – Update: SRVCCC and the Orinda / Moraga CERT team have created a water storage purchase. Logistical arrangements are in place to begin trial sales and delivery. This will be pushed out next week ONLY to CERT. This will allow us to see how the program works and where we need to improve. We believe that we will need more space in the future so using a school like Iron Horse may be better suited. We are using the Old Station 36 Training site for this test run.
- Ken Mintz mentioned involving the Rotary to help support the water storage/water drum event and getting them organized and out to residents.
  
- - **Jeff Hebel** presented the following.
    - Survey results reflected that residents are not aware of our branding and what we do and offer.
    - Residents are aware of the HeartSafe and CERT program, but not that it’s under the SRVCCC. They would like to see more of the SRVCCC putting on additional activities for the community (60%).
    - Residents appear to be aware, but what have they done to prepare is the question to move forward to understand.
    - Survey allowed us to see that branding out material (handouts) will be effective for residents to know that all five of our agencies work closely together to prepare our community for disasters.
    - We are working on updating our handouts and speaking sessions around PSPS and other topics that will be of interest to the community as they come up.
  
- **HeartSafe Community Report:**
  - **Cliff Buxton** presented the following.
    - 3167 hands only CPR trainings conducted.
    - Hands Only CPR and AED Training San Ramon High
    - Hands Only CPR and AED Training Monte Vista High
    - Hands Only CPR and AED Training Del Amigo
    - 5<sup>th</sup> grade students CPR/AED at Hidden Hills Health Fair – 150
    - Hands Only CPR and AED Training Blackhawk HOA
    - Danielle will chair Heartsafe as Debbie’s is needed in other functions in Fire and Life Safety.

- **Community Emergency Response Team (CERT) Report:**
  - ***Danielle Bell*** presented the following.

**CERT Activities**

- 1/10 – Annual Citizen Corps Volunteer Appreciation Dinner and New Year Kick Off
- New CERT material released from FEMA 2020. We are updating our curriculum to be in compliance with the update
- We will be hosting at Train the Trainer in March and April. In addition, a Program Manager class for the State in San Jose in April. Council members would like us to look at getting reimbursement for the T3 class from the State each year.
- CERT C8 Meeting continues to meet every other month. We have led the task on creating a County update so all material will be the corresponding and reflective across all programs in the County.
- We are using liability insurance through CIMA for volunteers and are still fine tuning our DSW process and paperwork. In 2020 we will hold another DSW Swearing in for CERT Members who want to help their neighbors and/or be deployed in an emergency.
- 11/16 - CERT C8 Light-up The Bay Com Exercise
- 2/5 – Bay Area CERT Coalition Meeting continues to meet quarterly
- San Ramon Public Works Fire Safety and Fire Extinguisher Training
- CERT Supplies donated from MedShare

- **Access and Functional Needs**

- ***Danielle Bell*** presented the following.
  - Autism ID first responder training given to new recruits at San Ramon Valley Fire.
  - RCF mini training went well. 45 people attended this training with three different stations, including: 911 dispatch, EMS Presentation and PSPS.
  - Training initiative for CERT to help RCF's with PSPS notification (Candace brought forward)
  - Danielle look to find interest in Train the Trainer for the Access and Functional needs training around Autism. Also, to have our local officers trained in this much needed awareness.
  - Candace brought up the passing of Miles Hall and a testament to making sure we are putting mental health front and center.

7. Administrative Item New Item: none

8. Next PAC meeting: Sue Brooks to send out Doodle for next date in May 2020. However, due to COVID we are meeting via zoom October 23, 2020.

9. Adjourned at 10:40 am