

**San Ramon Valley Emergency Preparedness
Citizen Corps Council
Policy Advisory Committee**

FEBRUARY 25, 2022 MINUTES

Location: Teleconference

Committee Present:

San Ramon Valley Fire Protection District - Director Jay Kerr
Contra Costa County Board of Supervisors - Supervisor Candace Andersen
Town of Danville - Councilmember Karen Stepper
San Ramon Valley Unified School District - Director Ken Mintz

Committee Absent: Mayor Dave Hudson

Lead Agency: San Ramon Valley Fire Protection District

1. Call to Order

Director Kerr called the meeting to order at 9:00 a.m.

2. Public Comment

There was no public comment.

3. Approval of December 10, 2021 Minutes

Motion by Director Kerr to approve the December 10, 2021 Minutes; seconded by Councilmember Stepper. Motion carried unanimously by roll call vote.

4. Approve Finance Report

4.1 Receive and Review Financial Report through January 31, 2022.

Motion by Director Kerr to approve the Financial Report through January 31, 2022; seconded by Councilmember Stepper. Motion carried unanimously by roll call vote.

4.2 Discussion and Approval of Proposed Budget for fiscal year 2022-23.

Motion by Director Kerr to approve the Proposed Budget for fiscal year 2022-23 with increasing meetings and travel to \$6,000 and adding \$2,000 for special events; seconded by Councilmember Stepper. Motion carried unanimously by roll call vote.

5. Committee Reports and Policy Updates

5.1 Alert, Notification and Communications – Emergency Communications for the San Ramon Valley

5.2 Training, Education and Publications – Public outreach and marketing for residents of the San Ramon Valley

5.3 HeartSafe Community

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- 5.4 Community Emergency Response Team (CERT) – Program to get community prepared for emergencies.
- 5.5 Access and Functional Needs – Outreach and cultivating relationships with local establishments who support AFN

Reports and updates were given on the above.

6. ADJOURNMENT/NEXT MEETING
The meeting concluded at 9:48 a.m.

Prepared by:

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Danielle Bell
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Danielle Bell
SRVFPD Emergency Coordinator

Approved by:

DocuSigned by:
H Jay Kerr
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Jay Kerr
San Ramon Valley Fire Protection District
Board of Director/Committee Chair