

## MINUTES

### DISASTER COUNCIL TOWN OF CORTE MADERA September 3, 2009

9:00 A.M.

### TOWN HALL COUNCIL CHAMBERS 300 TAMALPAIS DRIVE

1. Members and Guests

Michael Lappert, Chair  
Roger Sprehn, Staff liaison  
Steve Fogel, TCPD  
Mario Fiorentini, Rec. Dept  
Melissa Gill, Chamber  
Norma LaRosa, Citizen  
Mary O'Malley, Citizen  
Becky Reed, Citizen  
Pati Stoliar, Citizen  
Bijan Karimi, Marin OES

2. Minutes June 4, 2009

Approved as presented

3. Presentation:

- Bijan Karimi, Marin OES, discussed his/their role in emergency management before, during, and after a disaster. His office provides training, plan development assistance, emergency communication networks (TENS, MEANS), Emergency Operations Center, etc. One new project they are working on is a Continuity of Operations (COOP) model for businesses and organizations. Recent table-top exercises for evacuation were discussed. Law enforcement (in charge of evacuations) is working on a plan similar to fire department mutual aid. (Steve noted that TCPD currently has an evacuation plan for Christmas Tree Hill). Bijan also gave an update on the H1N1 Flu outlook. It is expected to create at least double the effect of a "normal" flu season.

3. Review Areas of Responsibility

- Care and Shelter: Mario reported on Holy Innocents church and recreation center shelter supplies. Mary asked about the Granada school on El Camino, and its status as a shelter. Roger said it may be on Red Cross's list for potential use, but that currently there are no supplies there, or plans to do so. It is Reed School district property, and is not currently fit to be used as a public school. For the time being, it remains undesignated for any emergency use.
- Coordination with Schools: Michael, nothing to report
- Business Community: Melissa, nothing to report
- Citizen Preparedness/CERT/Get Ready: Paul, on vacation, no report  
CERT Update  
Completed classes & trainings  
Upcoming classes and trainings  
Get Ready 94925

Get Ready Fifth Grade and Get Ready Spanish update: Becky Reed gave an update on the GetReady 5<sup>th</sup> Grade and Spanish programs. She is the project coordinator. Looking for bilingual instructors, especially those available during the day. Upcoming classes were announced. Information to be e-mailed to the membership.

#### 4. Old Business

- Update on Emergency Operations Plan progress: Roger reported that he is working with the town manager and other department heads to develop emergency plans that complement the town's Emergency Operations Plan.

#### 5. New Business

- Proper actions for all groups when a disaster occurs: At the request of a member, Roger described the roles of the different groups during a disaster. GR folks take care of themselves and perhaps neighbors. CERTs take care of themselves, neighborhood and report to their division supervisors, who then communicate with the EOC for further instructions. Mary described the Mariner Cove "Block Captain" program and its success. Roger explained that while these efforts by homeowner or similar groups are commendable, it is not part of the town's program to manage or maintain.
- Social networking in a disaster: Pati discussed the information she forwarded regarding the use of social networking during a disaster (twitter, facebook, etc.) They are additional communication tools to be considered before, during, and after disaster.
- Budget impact on disaster preparedness programs. Roger discussed the implications of the Town's budget crisis on disaster preparedness programs. No non-emergency overtime, and limited resources for purchases. Existing programs to continue in current form, but nothing additional.

#### 6. Open Time

- Local Hazard Mitigation Plan update: Roger
- Regular Meeting of the Marin Disaster & Citizen Corps Council (DC3)  
Thursday, September 10, 2009 from 3:00PM to 5:00PM.  
Marin County EOC, Room 266, Marin County Civic Center  
Pati noted that the Marin CERT Coalition will be making a presentation.
- "The Great California Shake Out" earthquake drill was mentioned. On October 15<sup>th</sup>, at 10:15 am, everyone is to practice "Duck, Cover, and Hold"
- It was brought up that someone from public works used to attend the meetings. It was requested that they attend in the future.

#### 7. Next Meeting Date

Thursday, December 3, 2009, 9 am, town council chambers

#### 8. Adjourned at 10:15 am