## MILL VALLEY 1 2 EMERGENCY PREPAREDNESS COMMISSION 3 **MEETING MINUTES** THURSDAY, JUNE 27, 2013 4 Commissioners present: Ron Vidal, Chair; Michael Jacobs, Vice Chair, Commissioners 5 Nancy McQuilkin, Trez Bennett, John Poulson and Kimberly Hobson. Absent: 6 7 Commissioner Tiana Wimmer. City Staff Present: Fire Chief Jeff Davidson and Emergency Preparedness Consultant Maggie Lang. 8 9 10 Call to Order: 7:05 PM 11 **Public Open Time--**No public comments received. 12 13 Minute Approval: It was MOVED by Commissioner McQuilkin and SECONDED by 14 **Commissioner Poulson** to approve the May 16, 2013, EPC meeting minutes. The 15 Motion was carried unanimously by a 5-0-1 vote, with Commissioner Wimmer absent. 16 17 **Chair Report:** 18 19 **Chair Vidal** introduced and welcomed Kimberly Hobson newly appointed Emergency 20 Preparedness Commissioner. He thanked her for serving on the Commission and for her 21 commitment to the community. He recognized the large number of events that occurred 22 in May and he thanked Commissioners for their participation. He gave an update on the 23 FEMA Grant Presentation; he attended in May regarding RFP for the Fuels Program. 24 Discussion was held about the General Plan and he reminded Commissions that they can 25 comment individually, or as an EPC Commissioner when requested or directed by City 26 Council. 27 28 **New Business:** 29 30 EPC Opportunities for Second Half of 2013: 31 32 Chair Vidal spoke with counterparts and chairs of other commissions about 33 collaboration and partnerships. 34 Looking for possible date in October for next EPC Planning Session. 35 Fire Department received a \$12,000. Grant for hose and nozzles. Still awaiting 36 word on the Parcel Inspection Grant. 37 Chair Vidal to circulate spread sheet with dates for remainder of the year's 38 39 meetings and he asked for review and input. 40 41

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44	New Opportunities:
45	These ideas were submitted by <b>Commissioner Wimmer</b> for consideration:
46	Promote Nanny Checklist: Write article for Southern Marin Moms Newsletter (reaches
47	about 1500 parents, most in MV), promote via local schools, Community Center
48	Babysitting Training Class, Au Pair agencies, etc. I have this on my list to start when I
49	return.
50	New Homeowners Program: put together a welcome package to be sent or hand-
51	delivered to all new homeowners in MV which includes our USB, Alert Marin
52	registration info, how to make or buy an evacuation kit and shelter at home supplies,
53	training info and CERT brochure. Katherine Randolph found a way to identify recent
54	home buyers and I think they would be very receptive to our message, having just sunk a
55	major investment into their new home. I would be willing to take the lead on this, but
56	would appreciate some help. However, this would be a new program, so I would like to
57	know whether the team thinks it is worthwhile.
58	Additional Tabling Opportunities: Typically, the Summer/Fall has not been an active
59	time for our tabling - we have tried the music in the square, comedy night, and the Fall
60	Arts festival and they have all been duds for us. Does anyone have any better ideas for
61	us?
62	Additional Neighborhood Association Opportunities: Do we know of any NAs that are
63	having annual meetings that we could speak at? Angel mentioned that he was offering
64	the police staff to hold neighborhood meetings to raise awareness about public safety -
65	are they having success with this and can we piggy-back on these meetings? Other-ideas?
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67	Additional opportunities 2 <sup>nd</sup> half of 2013:
68	Great Shakeout in October: Chief Davidson to coordinate.
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70	National Night Out: August 6 <sup>th,</sup> Police Department evaluating and has done outreach to
71	HOA's. Will advise if there is interested then EPC can determine how to support.
72	Backyard Campout for Preparedness:
73	• Vice Chair Jacobs discussed timing and marketing with most likely the best plan
74	to launch in 2014. Chief Davidson to speak with Recreation staff to see about
75	partnering on this with their program(s).
76	Tabling Events:
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78	Commissioner Bennett reviewed the various events that occurred in May:
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79	Marin Home and Garden ExpoChair Vidal and Commissioner Bennett partnered

were provided to Frank Cox who partnered with American Red Cross and Get 2

the Get Ready class. In addition the Commission received two free tables that

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with Frank Cox, Office of Emergency Services to present a condensed version of

83	Ready to supply tabling material to expo visitors. Feedback from attendees was
84	that it was great and informative. Approximately 75 people at presentation, 25 in
85	audience, and 15 to 20 near or at food area. Vendors observed.
86	• Mill Valley Evacuation Drill: Several members assisted with Tabling, CERT, etc.
87	• Marin Friendly Garden Tour (MMWD)Fire Department Demonstration Garden
88	was a selected site. Garden was hosted by Fire Department staff, EPC members
89	and several general public volunteers. We were the only fire garden on tour this
90	year and we understand we were one of the highest draws of any fire gardens of
91	previous tours. Presentation by a Master Gardener/Speaker; 110 total visitors; 18
92	USB drives distributed to Mill Valley residents.
93	<ul> <li>Memorial Day Pancake Breakfast: Approximately 1,500 people attended lots of</li> </ul>
94	contacts and interactions.
95	• Tam Park Neighborhood Association Event: Over 100 people attended.
96	Chief Davidson reported on the following signup information forwarded by
97	Commissioner Wimmer. This information has all been entered into the e-
98	notification system:
99	O Home Show: 7 new signups
100	o Tam Park HOA: 10 new signups
101	<ul> <li>Memorial Day/Pancake Breakfast: 68 new signups</li> </ul>
	To the second of
102	Goals Update:
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104	Speaker SeriesChair Vidal and Commissioner McQuilkin reviewed and discussed for
105	orientation of New Commissioners. Commissioner McQuilkin to forward contact list to
106	Chief Davidson for distribution to all commissioners for review, input and update.
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108	Neighborhood AssociationCommissioner McQuilkin discussed possibility of
109	additional outreach as part of National Night out. Commissioner Paulson advises that his
110	Neighborhood Association has an event planned in September that could provide
111	opportunity.
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113	Essential Business for Disaster ResilienceChair Vidal reported on the Fostering
114	Resilience Seminar to be held on Friday, June 28th. He reviewed agenda and seminar
115	survey.
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117	Monthly Reports:
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119	<u>Finance Report:</u> <b>Treasurer McQuilkin</b> reported the current balance is: \$1,346.
120	The two new banners have been purchased for earthquake and for flood
121	messaging.
122	<ul> <li>Additional expenditures for EBDR seminar pending.</li> </ul>
123	<ul> <li>CERT business cards distributed.</li> </ul>
123	- CLIVI Dustiness cards distributed.

126	City Staff Report:
127	Fine Chief Deviden thenked members who attended the City Council Meeting of June
128	<b>Fire Chief Davidson</b> thanked members who attended the City Council Meeting of June 3 <sup>rd</sup> where Maggie Lang, Michael Fisher, Katherine Randolph and Steven Podesta were
129	
130	recognized for their contribution to the CERT Program. He thanked CERT members who
131	assisted the Police Department in traffic control at the Memorial Day Parade.
132	He man de la male fallenda e
133	He reported on the following:
134	• Working on update to City of MV Emergency Plan. This will be a big part of the
135	work that Emergency Preparedness Consultant Lang will be tasked in the
136	upcoming fiscal year.
137 138	• Emergency Preparedness Consultant Lang's plan of her hours in the Fiscal Year 13/14 to be reviewed in a future meeting.
139	<ul> <li>Step, Lanes and Paths update – see notes below.</li> </ul>
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140 141	<ul> <li>City Council will have two vacancies this fall, to pull filing papers to run for office to begin July 15<sup>th</sup>.</li> </ul>
142	Discussed recent local sale and use of "Sky Lanterns" and follow up action by  Fire Department and Marin County Fire Prevention Officers  Officers
143	Fire Department and Marin County Fire Prevention Officers.
144	Emergency Preparedness Consultant Maggie Lang reported on the following:
145	• Essential Business for Disaster Resiliency progress and seminar to be held June
146	28 <sup>th</sup> .
147	<ul> <li>Reviewed and discussed Get Ready 5<sup>th</sup> Grade (GR5) program and final year stats.</li> </ul>
148	Steps, Lanes & Paths (SLP) Information (forwarded by Commissioner Wimmer).
149	3 <sup>rd</sup> Edition of Steps, Lanes & Paths map should be available soon for sale at Mill Valley
150	Library, Community Center, City Hall, All Wrapped Up and The Depot.
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152	<b>SLP Funding</b> : This fiscal year (2013/14) the Gardner Steps (SLP 230) will be replaced.
153	Funding for the SLP program and management of same is through the Parks budget and
154	is coordinated with DPW and Fire. Additional monies to support SLP programs also
155	come from the Vegetation Management portion of the Mill Valley Municipal Tax as well
156	as public-private partnerships.
157	<ul> <li>SLP 227 - #1 Greenwood Way down to Hillside. Contractor has removed</li> </ul>
158	vegetation and down trees in preparation of this future SLP.
159	<ul> <li>SLP 221- 100 block of Greenwood down to 148 Woodbine. Currently</li> </ul>
160	overgrown with brush. Mill Valley Municipal Tax Vegetation money will
161	support clearing when we move forward with work on the path.
162	SLP Volunteer Projects - Recently Underway: Last month, an Eagle Scout
163	constructed the first half of an abandoned trail. The reclaimed trail goes into West
L64	Blithedale Canyon Park from the fire road portion of Elaine/Ralston Avenues. Thanks
165	goes to Mill Valley Troop #1Scout Steven Peters, plus the 23 volunteers mustered over

a very full weekend of trail building. The second half of this trail will be finished later this summer, as another Eagle Scout project.

**SLP Volunteer Projects – Upcoming This Summer:** There's a great pair of projects on the horizon. They are located in the Lands O'Peter Pan. The tract is heavily wooded and south facing, in prime condition for a major conflagration. Although there are 6 paths in the Lands O'Peter Pan, none of them are currently open. Our pair of projects will run a hiking trail and evacuation route from Greenwood to Woodbine, and another from Greenwood to Hillside. This has been a longtime goal of the fire department and neighbors in this fire-prone area. This tract was subdivided in 1917 by J.F. Barnett and the Town's Trustees approved the subdivision map in April 1917.

What does this mean? I need you, oh yes I do. In July or August, we'll start constructing the Lands O'Peter Pan SLP that goes from western leg of Greenwood Way down to Woodbine. Before we can start, the City (thank you Brandon Stewart) will install transition steps at the top and bottom. See attached photos. Then, it will be up to us volunteers, the neighborhood, and other community efforts to connect the dots between the transition stairways. Rick Misuraca recently retired from his role as the City's head gardener (in truth, the doer of all good things in the City), and is taking time out of his retirement to help with this major project. Wahoo!

**So, please get back in shape.** And, for those of you with middle school or high school aged kids, this is a great event for their community service hours. If you are new to path construction in Mill Valley, you'll find that putting in treads is a wonderful way to get off the internet and into your community of friends and neighbors. Dates and times to come soon.

**9:10 PM Adjournment** to the next meeting, Thursday, July 11, 2013, 7:00 – 9:00 P.M., Mill Valley City Hall (Upstairs Conference Room).