



## Emergency Communications Committee Minutes

DATE: **Tuesday, March 1, 2016**, 7 – 9 p.m.

Council Chambers: 26379 Fremont Road, Los Altos Hills, CA 94022

<i>Member</i>	<i>Call Sign</i>	<i>Attendance</i>
Jim Abraham, Co-Chair	W6EB	P
Dru Anderson, Secretary	KG6LAD	P
Bob Anderson	KC6ZWG	E
Andy Fawcett	KI6MAF	E
Jim Heintzelman	KD6Y	P
Ben H. L. Hu	KK6HH	P
Edwin R Jones, EC	W7WPO	P
Andrew Kirk	WB6CLS	P
Duncan MacMillan	KI6VMY	P
Scott Overstreet, Co-Chair	N6NXI	P
Sam Wood	K6MSR	P
<i>Council/Staff</i>	<i>Call Sign</i>	<i>Attendance</i>
Gary Waldeck, Council Liaison	K6AIR	A
<i>Associates</i>	<i>Call Sign</i>	<i>Attendance</i>
Bill Gibbons, associate	K6GH	P
Neil Katin, associate	AI6FI	P
Greg Olsen, associate	K6XM	P
Bob Rowe, associate	AF6LD	P
Ray Egan, associates	W6FQY	P
Burt Raphael	KK6GNB	P
Peter Evans, associate	AI6MV	P
Bill Lattin, associate	KK6PCA	P
<i>Public:</i>		
Kjell Karlsson, public	KD6BPP	P
Craig Miller	WA6OXX	P
Marsha Hovey, LAH staff	KG6CYV	P

1. Roll Call: Co-Chair Jim W6EB called the meeting to order @7 p.m.
2. Minutes: Feb. 2 Draft minutes. Minutes were unanimously approved, with one abstention (Dru KG6LAD was absent the Feb. meeting), and with a request for a modification in wording requested by Duncan KI6VMY. The motion was made by Jim KD6Y, seconded by Jim W6EB.
3. Public Comments from the floor:
  - a. Dru noted that CERT Recon team was going to have a drill on Wed March 2 at 8 p.m., using the W6LAH repeater. Scott N6NXI stated that he had granted Carol K6PIG, the leader of Recon team, a standing permission with notice to use the repeater.

- b. Scott N6NXI reminded everyone that donations are still needed for the March 12 SPECS Flea markets. Neil AI6FI asked for more volunteers to sign on the SPECS or County websites for the shift between 9-12 p.m. The weather forecast for the date is rain but the Flea Market would be held regardless.
4. Reports
- a. Ed W7WPO, EC, reported that he did the county communication drill on Saturday, Feb. 27, between 2-4 p.m. at the ARK location. He noted that CERT's Carol K6PIG and Larry KE6AGJ had been there since the morning. There was a brief discussion centering on the future joint ECC-CERT drill activity, and the change of the frequency of packet communications to 220 MHz from the current 150 MHz between the County, ARK, and ECC. The 220 MHz should minimize the interference to the CERT's 150 MHz verbal communication net.
  - b. LAH City Council Report: Gary K6AIR was absent. Report deferred to April.
  - c. Roster Report: Duncan reported there was no change since he published the last update in January. A few members requested him to re-send them the roster email and he graciously agreed to do so.
5. Member/Associate Report: Ray W6FQY reported he had yet completely recovered from a PC crash and asked for any old attendance reports from members to help rebuild his file.
6. Old Business:
- a. ECC QRG (Quick Reference Guide): Neil AI6FI reported that he would soon wrap up the guide and email to Dru KG6LAD for distribution.
  - b. LAH antenna ordinance update: The revision had been emailed to ECC and hard copies were available at the meeting. Jim W6EB reported that the antenna ordinance had been reviewed and modified by town staff and attorney and that the revised copy would be presented to the planning commission on 3/10/2016 for consideration.
  - c. Discussion from Bill K6GH commented on the revised proposed ordinance: His document that he spoke from is included in the ECC matters of public record.
    - i. The exact final placement of the antenna should be approved by the Planning Commission so as to maintain the good harmony among neighbors.
    - ii. Unlike flat town such as Atherton or Los Altos, the antenna could impede views in the hilly Los Altos Hills. Therefore, he said, the antenna ordinance should model after the similarly hilly Portola Valley, which exerts more control over antenna placement.
    - iii. He felt that a retractable mast should be retracted when not in use, and that no repeater and broadcast operations are allowed with this kind of mast.
    - iv. He felt there neighbors should be informed, and that the Town should step in if there are conflicts.
  - d. Further discussion:
    - i. Sam K6MSR commented that recently in his neighborhood 20' tall trees were planted without the need of any permits. These trees, which will continue to grow both in heights and bulk, are, in his view, far more obstructive to the views than any conceivable antenna.
    - ii. Duncan KI6VMY commented that good neighbor relationship is important. It is important to let your neighbors know what and when an antenna would be installed. It is not so burdensome to give notice to your neighborhood, as he has done in the past on projects at his home.
    - iii. Maynard W7MVT commented that if the neighbors do not like the installation of the antenna, then he/she could go to the town.

- iv. Dru KG6LAD commented that indeed the neighbor relationship is important, but she believed that the committee's support of a proposed antenna ordinance at a prior meeting was already stated. She said that proposed revisions to the ordinance should at this point be brought to the Planning Commission sub-committee and/or to the Planning commission, as she felt it is an ordinance related to the needs of ham community in general, and is not an ECC-specific matter.
  - v. Jim, W6EB commented that the revised ordinance had been modified by town attorney who had expertise in the antenna ordinance matters. The next step is to present, in its current form, to the Planning Commission for consideration.
  - e. Duncan asked for reconsideration of ECC support of the revised ordinance language, and made the motion that the reconsideration of ECC resolution supported the revised Antenna ordinance be adopted, provided additional provisions are added.
    - i. Prior to the motion vote, Duncan suggested that Chair Jim W6EB should recuse himself; and he objected to Jim's comment, prior to the vote, to vote against it. Duncan voiced strong objection as he stated that the Chair should remain neutral in conducting the voting. He asked the record of the meeting reflect his strong objection.
  - f. Specifically, his motion was that the Feb. 03, 2016 draft of the proposed "antenna ordinance" be supported by the ECC provided that:
    - i. All references to fixed antenna maximum height shall be 45', deleting any reference to 48' fixed antennas
    - ii. 10-1.504 Height. (e.) "The height shall be measured from the ground level." (delete "...or roof.");
    - iii. Motorized retractable antennas shall be required > 45';
    - iv. Notice shall be required for antennas 10' above current roof height;
    - v. "in use" and maximum, non-emergency/non-drill duty-cycles are defined for retractable antennas; and escalation path/s are identified to seek cures.
    - vi. The motion was seconded by Jim KD6Y. The motion was defeated 8-1: Aye: Duncan; Nay: Jim W6EB, Dru, Jim KD6Y, Ben, Ed, Andy WB6CLS, Scott, and Sam.
  - g. Other Old Business:
    - i. Cell Tree Modification – Scott N6NXI reported there is no new information at this point.
    - ii. Update: purchase of 220 MHz equipment for packet stations. Previously, Scott N6NXI had suggested the purchase of two 220MHz radios from the vendor Alinco because of the serviceability from the vendor. Neil reported another possible reputable vendor is BrigeCom.
    - iii. Scott moved that the committee recommend the purchase of 2 Alinco (or other vendor with suitably quality products) 220 MHz Radios and 2 TNC's plus one Triplex for Packet stations at both the ARK and the town EOC. The motion was seconded by Ed W7WPO, and was approved unanimously.
7. New Business:
- a. Reconsideration of ECC resolution supported the revised Antenna Ordinance for Los Altos Hills. Covered in 5b.
  - b. Discussion regarding the Town development of requirements for finger printing and background checks for town volunteers involved in Disaster Preparedness and Response activities. Marsha Hovey, LAH staff member for emergency planning,

explained the development of the process and the rationale for adding the requirement: She explained that the suggestion was made by CERT members noting that in either Disaster drill and/or emergency response events, emergency volunteers, such as CERT or other Disaster Service Workers (DSW) could be in situations involving contact with minor children, either children who might be participating in drills, or children impacted by a disaster or emergency where DSW volunteers need to interact or respond to get them to safety and care. A background check with these DSW's would minimize any public concerns. She listed some of the highlights of the process are:

- i. The check will be required for all DSW's for the town of Los Altos Hills, whether CERT, ECC, or other volunteer entity or activity.
  - ii. Finger print and background check would be sent to Department of Justice and FBI for screening. The resulting report would then be sent to City Manager alone and secured under lock at Town Hall. The report would be updated. When the member moves away, the record would be destroyed.
  - iii. She pointed out that each agency needs to develop and secure its own records, and they are not to be shared with other agencies.
  - iv. The Live Scan check would be done at Foothill College police station, and would require Name, DL number, Height/weight, DOB, and Social Security number.
  - v. Some members expressed concern about security of information, such as social security, and what procedures would be in place to protect it.
  - vi. Scott N6NXI asked Marsha to determine that if the background checks are required, to please request a block of time at Foothill police station for ECC members. Jim W6EB asked Marsha to clarify with the City Manager, and to report back at the April ECC meeting.
  - vii. Marsha said she would get more information and report at the April meeting.
8. At 9:20 p.m., Tech Talks and other matters were deferred until the April meeting. There was a motion to adjourn, it was seconded, and approved.

***Respectfully Submitted, Secretary Dru Anderson KG6LAD; Thanks to Ben Hu KK6HH for his assistance with notes.***