



**Emergency Communications Committee Minutes  
Tuesday, July 5, 2016, 7 – 9 p.m.**

Park and Recreation Building: 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	P
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	P
<i>Associates</i>	<i>Call Sign</i>	<i>Attendance</i>
Bill Gibbons	K6GH	P
Bill Lattin, associate	KK6PCA	E
Craig Miller, associate	WA6OXK	P
Greg Olsen, associate	K6XM	P
<i>Public:</i>		<i>Attendance</i>
<i>Kjell Karlsson</i>	KO6BPP	P

1. Roll Call: Co-Chair Jim Abraham W6EB called the meeting to order @7 p.m.  
Attendance: 10 members, 3 associates, 1 public.
2. Minutes: June 7 minutes: Motion by Ed Jones W7WPO, second by Jim Heintzelman KD6Y to approve minutes with 2 corrections. Minutes were approved unanimously by voice vote.
3. Nominations/Election of officers for 2016/17: On motion by Jim W6EB, second by Jim KD6Y, Scott Overstreet and Dru Anderson were nominated for co-chair; Duncan MacMillan KI6VMY nominated for secretary. The motion was approved unanimously by voice roll call of the ECC 10 members.
  - a. It was noted that associate Neil Katin K2LL will maintain the roster and Monday night local net rotations. Neil also will take responsibility for notifying LAH City Clerk of website corrections and updates. Member Ben Hu KK6HH will serve as understudy to secretary MacMillan.
  - b. Outgoing co-chair Jim W6EB thanked everyone for their support and to those who stepped up to the plate to serve, take on projects, and the broad range of contributions by both members and associates. And he thanked outgoing secretary Dru KG6LAD for her service and contributions to the group.

#### 4. Public comments from the floor

- a. Jim W6EB noted for information that the town's antenna ordinance under consideration by the Planning Commission has been rescheduled to Aug. 23 due to other priorities taking precedence. Council member Gary Waldeck gave some additional background on the ordinance aspects.
- b. Jim W6EB as information of interest discussed for a few minutes the issue of setbacks for various property developments and expressed the concern for consistencies and clarifications, as measurement rules can differ among various regulations.
- c. Bill Gibbons K6GH observed that for the July 4 parade, the person who was IC served a dual role as net control. He suggested a general practice that the 2 roles – each with specific and focused response needs – be, unless circumstances deem otherwise, populated by separate individuals. He noted that in a real disaster, or even at a modest event, the response demands for each of those key positions can get in conflict and divert focus. There were suggestions and comments among the group, with the observation that more discussion is warranted, but general agreement that the 2 roles ideally need to be separately populated.
- d. Council liaison Waldeck noted that all emergency services for the town report to City Manager Carl Cahill and identified, then, the staff the responsibility chain. He explained that LAH concern spans into the LAH unincorporated area, which CERT also covers. It was clarified, however, that membership in the town appointed ECC requires town residency; however, associates from the unincorporated area are welcome – and that many current ECC associates are in that category.
- e. It was brought up that a current list of all the hams in the incorporated and unincorporated LAH area would be helpful for various notifications and communication. Volunteers agreed to put together a comprehensive list.

#### 5. Reports

- a. Ed W7WPO confirmed the volunteers for the July SPECSnet voice, packet, and 220/440 coverage by LAH ham participants.
- b. He also noted that he is working through the map coverage of propagation. He asked people to send him location of coverage problem areas. He will send a link when he is finished.
- c. Ed reported that he attended June 21 a CERT/ECC cooperation meeting with Marsha Hovey at town hall. It was a general discussion of CERT and ECC functions and ARK and field responsibilities. He reported that the discussion of coverage the first hour after an emergency event would be whoever comes up first to initiate EOC communications would serve as net control until the situation stabilizes and more resources become available. It does not preclude, he explained, circumstances where ECC could be putting on their CERT hats for field communications work. Under discussion are common qualifications of mutual agreement. Council Liaison Waldeck said it is important to come up with a process for clear understanding of the respective roles and skills – ARK, EOC, and field.
- d. LAH City Council report. Liaison Waldeck reported for interest an upcoming town council consideration of a suggested transit occupancy tax.
- e. Member/Associate report. No activity report. It was noted that Ray Egan W6FQY keeps track of member/associate activity participation at the city level; Ed W7WPO tracks members/associates participating in county training or drills.

#### 6. Old Business:

- a. ECC QRG: It was reported that Neil is planning on sending a link for review of progress to date by the sub-committee.
- b. 220 Equipment report: Ben KK6HH reported Neil and Andy F. KI6MAF confirm that equipment is now in place and OK at the ARK and EOC. Andy F. and Neil are continuing to

work on the packet capability at the ARK. It's all operational, but they need to complete testing of packet communication between ARK and EOC.

- c. Bill Gibbons brought up a question about verifying equipment for service at the Foothill EOC. Scott needs a periodic radio check there and the suggestion was to test and coordinate when we have the next local drill. Duncan offered to do some background research at the location.
  - f. Report on acquisition of components for IC-700 HF transceiver. Jim W6EB. He asked Greg K6XM as a follow up to his analysis to check the EOC site with respect to potential noise from the solar panels and interference with HF transmission. Greg agreed to conduct a site test at EOC and at Westwind. A suggestion to ask Bob KC6ZWG, current PHWD president, to check possibilities at district water tank sites was deferred pending the outcome of the site tests Greg will conduct.
7. New Business:
- a. Scott introduced putting consideration into group preferences for various needed sub-committees to support efficient and up to date EOC radio room and related operations. Some of the suggestions included:
    - i. The area of equipment, inventory, operation of LAH ECC equipment, and interface with LAH repeater group relative to equipment maintenance.
    - ii. Ensure Radio Room is "clean, neat, and ready for work. Whatever's posted on the wall ought to be current, and decision on what's on walls, what's readily accessible in drawers, and a "cheat sheet" posted for any of us who in middle of night need to go there and refresh our memory on the cabinet and desk operations.
    - iii. Packet subcommittee - folks interested in packet operations and related equipment and ensuring it's current, and ready to operate.
    - iv. Interface with DSC, CERT, ECC and town emergency prep objectives - any others who want to work with that focus.
    - v. Other. The group was asked to bring back ideas at the next meeting.
8. Tech Talk:
- a. Tech talk was deferred, by group preference, to the next meeting.
9. Adjourn: On a motion by Duncan, second by Jim W6EB, the meeting was adjourned at 8:35 p.m. by voice vote.

***Respectfully Submitted by Outgoing ECC Secretary Dru Anderson KG6LAD.  
My appreciation and thanks to all who, during my service in this position, have contributed information, insights, clarifications, and support.***