

Town of Los Altos Hills

Emergency Preparedness and Response Committee

Regular Meeting Minutes

Tuesday, January 10th, 2022 6:00 pm.

An audio/video recording of the meeting is available at <https://tinyurl.com/lah-eprc-2023-01-10>

or

https://us02web.zoom.us/rec/share/Q19FiW3PrbbxGkDFhbLnpcT1CpXWGk1z3f6Xh7vDp-kcaEKvyDgYpbKk0_ponw.AvNlvfvBGUI93yFs?startTime=1673403717000

The meeting was called to order at 6:20 pm by Chair Kearney. Start delayed by access to the council chambers and technical issues with the ClickShare equipment.

Roll call of members

Member	Status	Comment
Chair Terry Kearney (TK)	present	
Vice-chair Ben Gikis (BG)	absent	
Secretary Dave Stewart (DS)	present	
Jim Basiji (JB)	absent	
Amita Sachdeva (AS)	present	
Sam Wood (SW)	present	
Associate Victoria Bebee (VB)	present	
Associate Neil Katin (NK)	absent	
Associate Bill Lattin (BL)	absent	
Associate Andy Kirk (AK)	absent	

With 4 of 6 voting members, a quorum is present.

Other attendees or presenters

Name	Comment
Peter Pirnejad (PP)	LAH City Manager
Ann Hepenstal (AH)	Emergency Management Consultant to LAH
Lisa Schmidt (LS)	LAH Town Council Member
David Gilmour (DG)	LAH Emergency Group

Name	Comment
Rajiv Bhateja	LAH Technology Committee
Reva Feldman	Reva Feldman LLC, Emergency Consultant

Remarks from the Chair

None at this time. Remarks made later.

Public comments:

None

Review and vote regarding approval of draft minutes of the prior meeting:

MOTION MADE AND SECONDED: Approve the minutes of the December 6th, 2022 meeting.

Member	Moved	Second	Aye	No	Abstain	Recuse	Absent
Chair Terry Kearney	x		x				
Vice-chair Ben Gikis							x
Secretary Dave Stewart		x	x				
Jim Basiji							x
Amita Sachdeva			x				
Sam Wood			x				

Agenda item: Review of Los Altos Hills Emergency Group (LAHEG) relation to the town:

David Gilmour (DG) presenting.

Repeater was conceived of as an emergency facility to the town. An independent, amateur radio club was formed to operate the repeater and deal with frequency allocation issues: the LAHEG. Current officers are Scott Overstreet (SO), Sam Wood (SW) and DG. DG is the trustee of the repeater. SO and SW are not eligible trustees, as they are trustees of other repeaters.

LAHEG exists to maintain repeater, and to hold an MOU with the town to use the repeater. The town leases space from Purissima Water to operate the repeater. The town has an MOU with the water district to allow access for maintenance.

TK: Who does the maintenance? DG: Doesn't require a lot of maintenance. LAHEG has keys for access, and communicates with water district before entering. Limited bench for subsequent owners and maintainers.

TK: What provisions have been made for succession? DG: we should work on this to bring in additional people. SW: We want to have redundancy, which could involve a Cal Water location on the south side of town. LAHEG owns two more repeaters, in storage at the heritage house. DG: have been struggling for years to gain space for a data network, but town and water districts negotiations are complex. Would be happy to consider ways to form a larger club to provide more redundancy of personnel. SW: Cal Water has expressed interest in working with the town. DG: Would be good to create an overall, holistic emergency communications plan. TK: love it, can SW and NK take this on.

Agenda Item: Proposed Standing Committee Code of Conduct & FPPC Form 700 Requirement:

Report from Peter Pirnejad (Town Manager):

Not coming before council for a while, and we're busy with the atmospheric river emergencies. Asked to reschedule. Tabled discussion, both PP and Rajiv Bhateja

Remarks from the Chair (redux)

TK: Review of the presentation to the council tomorrow, so that the committee members could comment.

Agenda Item: Standing Reports

Emergency Management Consultant's Report:

AH: Atmospheric River Event Report. EOC activations, lessons learned and improvements being made. Review of activities. Recognized Dru Anderson as LAH Emergency Volunteer of the year.

PP: Introduces Reva Feldman, formerly city manager for Malibu, CA. now an emergency management consultant. List of emergencies handled in Malibu. Praised PP, AH & staff and the initial training exercise she observed. Stressed the importance of redundant communication systems, including "old school" bullhorns.

Town Council Liaison Report: skipped for time

County Fire District Liaison's Report:

- COUNTYWIDE CERT SKILLS DAY: 17 CERT's have signed up for the event, getting credit in new system of refresher training
- RE-ENGAGEMENT OF CERT AND HAM GROUP: There is still interest in HAM emergency communications as evident with the 17 HAM's that checked in yesterday
- RECRUITMENT REQUEST FROM EPRC FOR CERT CLASS TAUGHT THROUGH SCCFD- WE NEED MORE HELP WITH CERT! how can we spread the word to the residents? Class starts in a couple of weeks (<https://bit.ly/23CERT>)
- TEEN CERT: working on strategic goals for 2023
- NEXT MONTH REPORT OUT ON EOC DISTRICT ROLE IN ATMOSPHERIC RIVER EVENT #1

Agenda item - Deeper Dive into October 2022 LAH EOC drill

AH: <https://www.losaltoshills.ca.gov/DocumentCenter/View/5845/Oct-25-EOC-drill-follow-up-items---report-for-Jan-10> <= after action review and follow up actions.

Agenda item – Feb 1st 2023 EOC Joint Training/Drill

AH: <https://www.losaltoshills.ca.gov/DocumentCenter/View/5844/Feb-1-EOC-drill-plans---for-Jan-10-EPRC> <= plans for the upcoming training and the groups that will be involved.

Agenda item – Review Action items from the meeting

- SW and NK to follow up with David Gilmour on communication issues, technical and personnel.
- AH to follow up with LS on getting a message to Poor Claire Monastery
- AH to follow up with Phil Harter to involve Stanford Medical in Feb 1 drill

Note: video cuts off at 7:49pm due to host leaving and a Zoom restart.

Adjournment

Chair adjourned the meeting at 7:58pm without dissent.

Abbreviations used above:

LAH	Los Altos Hills
SPECS	South Peninsula Emergency Communications System
LAHCFD	Los Altos Hills County Fire District
EOC	Emergency Operations Center
EPRC	Emergency Preparedness and Response Committee

LAHEG	Los Altos Hills Emergency Group, trustees of the W6LAH amateur radio repeater