AGENDA

Call to Order

Open Time for Public Expression (limited to 3 minutes per person)

The Board welcomes public comments on all agenda items.

Agenda Adjustments

Approval of Minutes:

➢ February 11, 2020
➢ March 10, 2020

1. Measure U Update

2. Wildfire JPA Update

3. COVID-19

New Business:

1. Measure C

Adjourn:

Next Meeting- May 12, 2020
EMERGENCY & DISASTER PREPAREDNESS COMMITTEE MEETING

Tuesday, February 11, 2020
7:30 am

Directors: Peter Fleming and Tom Perazzo
Alternate: Cristine DeBerry

Meeting Minutes

Call to Order: 07:30 a.m.

In attendance: Director Fleming (by phone), Director Tom Perazzo, Fire Chief Tubbs, Deputy Fire Chief Peterson and Clerk of Board Shyida Jones.

Absent: Directors Cristine DeBerry.

Open Time for Public Expression: None; no public present.

Agenda Adjustments: None.

Approval of the Minutes:

➢ December 10, 2019
➢ January 14, 2020
M/s Fleming/Perazzo
Ayes-2/ Noes-0

1. Measure U update:

Chief Peterson provided an oral report. The next Measure Oversite Committee meeting is scheduled for March 3rd 2020 6:30 pm; the refined Metrix that includes the direction given to staff by the committee at the last meeting will be presented. The Committee asked if it would be helpful if a member of the E& DP committee or a member of the board attended the Measure U Oversite committee meetings; Chief Peterson stated it would not hurt, as it has been clearly stated at both Committee meetings they are welcome to attend to participate in discussions to provide insight and suggestion regarding where monies would be best spent. Chief Tubbs added, that Fire Marshal Hilliard and the Fire Prevention team are preparing a work plan for the next fiscal year which includes plans for both the passing of the measure and if not passed; once this report is complete...
it could potentially be provided to the oversight committee to help facilitate more specific recommendations for the E & DP committee to consider.

➢ The Committee added an action item for staff to include the E & DP Committee to the distribution list for the Measure U Oversight Committee meeting’s calendar notification.

2. Wildfire JPA update

Chief Tubbs provided an oral update which began with a recap on the series of letters sent to the editor of the Marin IJ from both sides the issue. It appears that the Political Action Committee in support of the measure has been posting signs throughout the community. As it relates specifically to our Agency, our MWPA Working Group, which is comprised of the Fire Chiefs, City, and Town managers in Marin County, will have its last meeting on February 13, 2020. Chief Tubbs states that this working group, which has been very much involved in the development of the ordinance and JPA language, has a remaining action item from its previous meeting for the governing agencies to select a representative from their agency to represent that agency on the governing board; the 19 agencies who have elected to participate. Director Cathryn Hilliard is appointed to that role as president of the Board for our agency, as the belief is that there will be an expectation from voters for definitive and swift action if in fact the measure is passed.

Chief Tubbs adds that if the measure is passed, the monies will not be available until the fall and Marin County had agreed to front load the funds for our agency to move forward with as much of the work as we can and as soon as possible following the vote if approved. Most agencies are already building shovel ready programs to begin efficiently and as expeditiously as possible doing the work under the terms of the ordinance that has been decisively planned when it is time to allocate funds. At this time Chief Tubbs is not aware that there will be any further action items to come forth from the working group as it ultimately will perform as the Operations Committee under the terms of the JPA, and its role is to serve the governing board which will be the policy board, by providing both recommended actions, budgets, and things of that nature. Chief Tubbs further added that after March, most likely the working group will reconstitute and forward to the board all the work around project planning and other elements of the JPA that have been completed to date so that the board can begin to put the JPA infrastructure in place and carry out the remaining elements of the ordinance.

Chief Peterson added that Chief Tom Welch has reported that there is a desire for Mill Valley’s Emergency Disaster Preparedness Committee to have a joint meeting with Sausalito, Southern
Marin, Tiburon-Belvedere and Mill Valley, and would like to know if Southern Marin would host the meeting here at Southern Marin. Chief Tubbs added that not only would Southern Marin support hosting this meeting, but supports the idea of these four committees coming together for all of the obvious benefits for the district. The committee shares its support of all four committees meeting as Chief Tubbs infers the possible benefits in taking this opportunity to enter a discussion about the potentially merging all four committees into one for the district. The committee concurs and looks to staff to begin the preparations for formulating agenda items and polling other committees for their input on the agenda to be formed for the initial meeting.

Adjourn: 07:47 a.m.
M/s Fleming
Ayes-2/ Noes-0
EMERGENCY & DISASTER PREPAREDNESS COMMITTEE MEETING
Tuesday, March 10, 2020 7:30 am - Headquarters

Directors: Peter Fleming and Tom Perazzo
Alternate: Cristine DeBerry

Meeting Minutes

Call to Order: 07:34 a.m.

In attendance: Director Fleming (by phone), Fire Chief Tubbs, Deputy Fire Chief Peterson, Deputy Fire Chief Tom Welch, and Clerk of Board Shyida Jones.

Absent: Directors Tom Perazzo & Cristine DeBerry.

Open Time for Public Expression: None; no public present.

Agenda Adjustments: None.

Approval of the Minutes:

➢ February 11, 2020
  • There was no quorum; Minutes to be approved at the next meeting.

1. Measure U update:

Chief Peterson provided an oral report. The Measure U Oversite Committee meeting that was scheduled for March 4, 2020, 6:30 pm was canceled due to concerns that the Oversite Committee’s current reach was out of scope for the responsibilities previously outlined. It was decided that the responsibilities of the Oversite Committee should be reviewed with the group, which required adding a new item to the agenda; the decision to do so was not reached in time to maintain the mandatory 72-hour notification requirement. We found that it would be unreasonable to continue forward with other items on the agenda, until a review of what the Oversite Committee’s responsibilities are, and too, that the areas in their purview and scope are made clear. We will reschedule a meeting for a future date and this will be the first topic of order. We may decide to invite Sky Woodruff, our legal counsel, to attend to assist in resetting the overall focus of the Oversite Committee. Chief Peterson provided the Committee examples of the staff’s concerns.
2. **Wildfire JPA update**

Chief Tubbs provided two oral updates which began with the current standings of the election results. Chief Tubbs reported that as of this morning the “Yes” votes were at 69.09% which exceeds the 2/3 threshold; we are awaiting a tally of the final results. Chief Tubbs further detailed that with the passage of the measure there is a creation of a JPA, and the District will be one of the members of the Governing Board; Director Cathryn Hilliard has been selected to represent the District on the JPA. Upon appointing Director Hilliard for this role, it was discovered that while our Board Policy Manual does have language that identifies Standing Committees and Ad Hoc Committees, it does not have language that identifies Advisory Committees, which is an accurate definition of SMEMPS, MERA, and the new Marin Wildfire Prevention Authority (MWPA) Committees. Chief Tubbs shared that moving through this process raised the question for our agency to consider, that if moving forward, the agency should appoint members to advisory committees by resolution. This circumstance also brings forth the necessity for a resolution to update our Board Policy Manual to reflect the change.

3. **COVID-19**

Chief Welch provided an oral report which began with a briefing that highlighted how well the collaboration has been with all Fire Chiefs throughout the county. Chief Welch recognized that everyone is operating cohesively, providing the same guidance to their staff and teams, and does so even as circumstances continue to shift. Chief Welch reported that all agencies are transitioning from an isolation posture to a more community mitigating rigorous COVID 19 response. We are updating our policies as they evolve, our teams are well stocked on PPEs, and we have recently completed recurrent training. We are developing medium range strategies to insure we have good equipment and good successions should the county have the need to begin quarantine of staff. Chief Welch continued that with regard to labor, there is a conference call scheduled this afternoon with the Fire Chiefs; as the previous conference calls focused on the protection of our teams, the conversation has moved to focusing on a strategic response to the occupational exposure for our teams. While a large portion of that guidance comes from Marin County HHMS, and we do already have many processes in place through worker’s comp, the Chiefs will be discussing ways to ensure that we are all working in concert. Chief Welch and Chief Tubbs answered questions from the Committee confirming that we do have adequate short and medium range supplies and equipment to protect first responders in case of a significant event, as the County is working to provide long term supplies and equipment.

**Adjourn:** 07:48 a.m.