

Town of Los Altos Hills

Emergency Preparedness and Response Committee

Regular Meeting Minutes

Tuesday, March 7th, 2023 6:00 pm.

An audio/video recording of the meeting is available at <https://tinyurl.com/laheprc20230307> or https://us02web.zoom.us/rec/share/2cgWNTrLbMS5poG4heNBqyWyZGMq-oS7cWK7YxzC7lXUw4cVKQ9g4vgwdjZ2Cz_.M7mjI2FoD2Q4umR3

Call to order (Chair Kearney)

The meeting was called to order at 6:01 pm by Chair Kearney.

Roll call of members [6:01pm]

Member	Status	Comment
Chair Terry Kearney (TK)	present via Zoom	Members must be present to vote
Vice-chair Ben Gikis (BG)	present	
Secretary Dave Stewart (DS)	present	
Jim Basiji (JB)	present	
Phillip Harter (PH)	present	
Amita Sachdeva (AS)	absent	with notice
Sam Wood (SW)	absent	with notice
Associate Victoria Bebee (VB)	Present	Zoom
Associate Neil Katin (NK)	Present	6:10pm
Associate Bill Lattin (BL)	absent	
Associate Andy Kirk (AK)	absent	

With 4 of 7 voting members physically present, a quorum exists.

Other attendees

Name	Comment
Ann Hepenstal (AH)	Emergency Management Consultant to LAH [6:03pm]
Lisa Schmidt (LS)	LAH Town Council Member

Chair Remarks:

Apologized for not attending in person, “won’t happen again”. Asks DS to confirm attendance and ability to raise a quorum *prior to* subsequent meetings. Would like to spend extra time on AH Consultant’s report.

Approve minutes of the prior meeting.

No corrections or alterations were recommended.

MOTION MADE AND SECONDED: Approve the minutes of the February 13th, 2023 meeting.

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

Public Comments [6:06pm]

None

Special reports [6:07pm]

Need for and recommendation to promote emergency natural gas shut-offs (Technical Committee Chair Bhateja)

Not here yet. Pushing to next month's agenda

Reducing hazardous fuels: Community Outreach, Neighborhood Groups and Town Ordinances (Member Basiji) [6:09pm]

[Presented to the slides](#). Described the threat of wildfire in the hills, preparedness and prevention, gaps in our defenses and 3 proposals to address the risks:

- 1) Community education and recruit neighborhood groups (AS, LS)
- 2) Better enforcement of existing Weed Abatement Ordinance [§4-2.116](#)
- 3) Creation of HIZ compliant new development landscape code.

Discussion: whether LAH is a WUI area, would that affect enforcement. See action items from discussion, below.
LS: EPRC subcommittee will need to work with Open Space, Planning Commission, Environmental Design and Protection, with JB

Town Emergency Map layers & call for input future layers (Secretary Stewart) [6:47pm]

[Slides](#). Overview of existing maps. List of emergency needs.

Other possible inputs:

1. Red Cross shelter sites, trailers
2. Field medical treatment sites
3. Town maps stop at the town boundaries, what can we do to include county area served by fire district?

AH need a working group to figure out how to proceed between ESRI, CalCOP, town expertise. LS how do we integrate CalCOP with Town EOC, and county directions. Work with Cody to bring it into various environments, town staff, Purissima Water.

DSW Volunteer Groups Proposal, Priorities and Formation (Secretary Stewart) [7:13pm]

[Slides](#). List of possible DSW groups. NK – Can we approach this as “ask for volunteers”, and deal with categories later. AH – Using existing California DSW categories makes it easier to move ahead. Likes Large Animal Rescue, Communications. VB – Medical is important, enlarge beyond CERT. County Fire has expectations of CERT. TK asks PH to take the lead on defining a Field Treatment Site, working with VB. Cupertino, Mt. View have medical corp.

Standing reports

Town Council Liaison's Report (Council member Schmidt)

Skipped due to time

Emergency Management Consultant's Report (Consultant Hepenstal) [7:49pm]

LAH has set to 30 hrs/mo to work on county Hazard Mitigation Plan, Town meetings. TK – Concerned with limiting hours for important emergency planning. Feb 1st drill exposed many opportunities for improvement.

MOTION MADE AND SECONDED: [8:08pm]

EPRC recommends that the town urgently elevate the priority of updating the Emergency Operations Plan of 2018 and the Evacuation Plan (Annex E of 2018).

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

Emergency Operational Area Council (EOAC) quarterly public meeting. Faith-based Organizations Emergency Preparedness Taskforce forming. AH working on Hazard Mitigation Plan, has completed Feb 1 drill follow-up report to PP.

County Fire District Liaison's Report (LAHCFD Liaison Bebee) [8:12pm]

VB asks help promoting: Community Wildfire Protection Plan on 3/15. Plan available at lahcfcd.org. LOCAL Be Prepared program on 4/1. In-person CERT academy in May. Firewise presentation (online) 5/10.

EPRC Standing Subcommittee Reports

DSW Groups/Programs (Secretary Stewart)

Skipped due to time constraints

Town Emergency Plans (Secretary Stewart)

Skipped due to time constraints

Mass Notification (Associate Member Katin)

Skipped due to time constraints

Community Outreach (Member Sachdeva)

Skipped due to time constraints

Emergency Communications (Member Wood/Associate Member Katin)

Skipped due to time constraints

Review action items from today's meeting (Secretary Stewart)

LS, JB & PH to review §4-2.116 and understand current WUI status. Can the town counsel rule on driving enforcement. Form a sub-committee to drive a solution. TK to work with LS & Town legal counsel to sort out what §4-2.116 requires and permits and relationship to WUI designation; and to review the agreements between Town and County Fire and report back to EPRC. Get on the agenda of the other committees.

DS to contact Einfelt regarding map integration.

PH to work with Victoria & Cody to speak with Cupertino Medical Reserve Corp. and investigate what it takes to make one. (Ann not immediately available.)

Victoria to finish getting through legal & town for Silver Alert, work with Okamoto-Kearney.

Review proposed Agenda Items for next meeting (Secretary Stewart)

Not covered due to time

Adjourn (Acting-Chair Stewart)

The meeting was adjourned at 8:23pm.

Abbreviations used above:

LAH	Los Altos Hills
LAHCFD	Los Altos Hills County Fire District
EOC	Emergency Operations Center
EPRC	Emergency Preparedness and Response Committee
WUI	Wildland Urban Interface area
GIS	Geographic Information Systems
EOAC	Emergency Operational Area Council