



City of Mill Valley
Emergency Preparedness Commission

Notes
April 14, 2022
6:30 pm to 8:30 pm

Commissioners:

Max Perrey (Chair) – Present
Christie Coleman (Vice-Chair) – Present
Michelle Godard Terrell – Present
Ashley Raveche – Present
Victoria Lim – Present
Daniel Vasquez – Present
Leah Curtis – Present

Public Open Time: None

Approval of the March 2022 meeting minutes:

Motion: Raveche
2nd: Terrel
Abstention: Lim
Motion passes

Old Business:

- Evacuation Drill Planning
 - Mill Valley Drills (June 4) – Commissioner Terrell discussed a need to evaluate larger-scale evacuation drills further. Conversations continue to have six neighborhood drills.
 - Captain Haynes: 2022 Drills should be focused on neighborhoods:
 - Focus on Preparedness
 - Focus on CRA
 - Work from a script for all events
 - Have representatives from PD, FD, CERT
 - Push the high-low sirens and evacuation tags.
 - Chief Welch:

- Two Drills are scheduled for Mill Valley six+ total for the Southern Marin area – June 4 and June 25 (Saturdays).
 - NRG coordinator identified areas for evacuation drills.
 - NRG Coordinator Elaine Wilkinson: I would like to focus on Rider/Greenwood way and Edgewood Area. This would enable the formation of an NRG.
 - Discussion regarding refinement of which neighborhoods would be included.
 - Commissioner Perrey – Asked questions regarding the dates.
 - June 4 – Neighborhood Evacuation Drills
 - Michelle Terrell
 - Curtis
 - Raveche
 - Chair Perrey asked about E. Blithedale being closed due to construction, which has created traffic issues. Mill Valley Police Department is watching the traffic closely.
- COVID-19 update (Commissioner Terrell)
 - Eight hundred cases over the last 30 days, only considering PCR tests and averaging 30 cases per day with a recent spike of 82. A cluster of 56 pediatric cases following a spring trip to Washington DC. Approximately 75% were from Mill Valley Middle School. Marin County recorded 19 new deaths with 243 total deaths. Hospitalizations have fallen by three since the last meeting. Little fear is present regarding an uptick in positives. The issue continues to be a global issue. Five variants exist, with VA2 being the prominent variant. Marin County continues to have the highest vaccination rates at 92%. Recently the CDC announced that additional boosters are now eligible. It seems that movement continues to an endemic phase, although not there yet.
- Development plan/retreat for EPC strategic plan for 2023-2026 – Doodle poll pending.
 - Daniel Vasquez
 - Michelle Terrell
 - Ashley Raveche
 - Victoria Lim – with some limitations.
 - Leah Curtis
- Mill Valley Pancake Breakfast – fronting Mill Valley City Hall (May 31 from 9:00 am to noon) – FD will provide the logistics for the tabling event.
 - Ashley Raveche (not lead)
 - Michelle Terrell (not lead)
 - Christie Coleman (Lead)
 - Max Perrey (not lead)
- EPC To City Council (Review/Feedback)
 - Commissioner Terrell
 - The report was well received by the City Council
 - Discussed the strategic planning

- The information was very comprehensive.
- Commissioner Curtis – thanks for the comprehensive report
- Enormous thanks for Commissioner Terrell taking the lead

New Business:

- EPC - In-person meetings starting May 2022.
 - Occurring in person at City Hall – 6:30 pm
 - Community participation will occur in person @ City Hall.
 - Question: Commissioner Raveche asked the question regards moving meetings to 7 pm. Overwhelming preference for keeping the meeting start at 6:30 pm.
 - Terrell and Wilkinson will not be in attendance for May, and Commissioner Vasquez will likely be jet-lagged.

- Mill Valley Campout July 30, 2022 (Mill Valley Community Center)
 - Description of history and events to include EPC involvement.
 - Elaine Wilkinson will be gathering more information for future EPC events.
 - Identify who can attend the May Meeting.
 - Discussion on finances.
 - Plan for the finances with a DRAFT budget that coordinates with events throughout the year.
 - Commissioners need to provide future events and budget needs to Commissioner Lim.
 - Chair Perrey – Evaluate the abilities of the Fire District vs. what is required by the EPC.
 - Commissioner – Lim will provide financial information monthly.

- Mill Valley Earth Day - April 24, 12–6 pm (Mill Valley Community Center)
 - Free both provided to the EPC and FD.
 - EPC volunteers needed
 - EPC - handout materials are housed at Liberty Ship Way
 - Volunteers
 - Perrey (Lead)
 - Lim

- Upcoming EPC Vacancy
 - Chair Perrey will be joining the CC in June and is stepping down for the June meeting.
 - Welch stated that there would be a recruitment
 - July meeting, there will be a new election of chair positions pending the recruitment.
 - Please seek interested residents for this position amongst your constituency. Invite interested parties to a meeting. Consider them for outreach events.
 - Commissioner Curtis asked if the opening would be from within the City limits. The new EPC Commissioner will be from inside the city limits.

- Agenda format.

Subcommittee Reports:

- o Finance (Lim)

Send budget information to Commissioner Lim by April 28.

- o Communications (Terrell/Curtis)

Metrics – 26 Tweets

Facebook – 50 views per posts (19 total posts)

Curtis and Terrell met on strategy

- o NRG/CERT (Terrell/Curtis/Lim)

Wilkinson reported that Southern Marin CERT Steering Committee is working on the operating guidelines. Strategic Plan is nearing completion. Work is underway to make sure that everything is equitable and open.

Interest increases to form NRGs. Edgewood, Greenwood, and Enchanted Knolls are moving towards creating an NRG. Scott Valley is also coming to the fold.

Formal recognition such as NRG or volunteer of the month. How and Who does formal recognition work? Please send Elaine Wilkinson a note.

Mill Valley NRG website will shut down, and the Southern Marin NRG website is coming soon.

Suggestion – Commissioner Curtis said that CERT sends a letter to the new CERT members for recognition. Commissioner Lim – Southern Marin Communications Coordinator to recognize through social media and newsletter. Commissioner Raveche – suggested not conducting recognition monthly but quarterly due to turnover.

August 15 – Strawberry Rec Center – Community Event (CERT and NRG recruitment).

Commissioner Raveche – I will reach out to Director De Berry from the Southern Marin Fire Protection District Board to assist with setting up a Strawberry NRG.

Add Lim to the NRG subcommittee.

- o Equity (Perrey/Raveche/Vasquez)

We recently met to put together several action items.

Commissioner Raveche – equitable outreach for English as a second language. We are moving towards the Listos guide in multiple languages. Grant funding is available with state funding.

Commissioner Vasquez – Reached out to Dr. Garcia in Sausalito School District to have a meeting on equity (meeting on hold). Previous work with the Canal Alliance to see if future relationships are appropriate.

- o Evacuation Drill Planning (Coleman/Terrell/Vasquez)
(no report)
- o Business Engagement (Coleman/Perrey/Lim)
Commissioners Coleman and Perrey – will follow up regarding the Chamber of Commerce.
- o Cyber Security/Preparedness (Vasquez/Raveche/Terrell)
Commissioner Terrell – Questions on DC3 regarding cyber-attacks. Marin OES has a new position focusing on this critical area. January 2022 – Marin County has been releasing a newsletter on cyber security.

Commissioner Vasquez stated that many changes have occurred over the last 30 days due to the war in Europe. Recent reports represent an excellent first step, and now there is a need to bring in the Cities and Towns. The joint cyber command recently released an advisory that alerts against the “advanced persistent threat.” Recently malware has been identified as malicious programs to disrupt critical infrastructure. Preparation and serious focus is necessary (report):
<https://www.cisa.gov/uscert/ncas/alerts/aa22-103a> Please forward any questions regarding this subject

Commissioner Raveche – Discussed the ways our community could be attacked and then provide essential tips to vulnerable residents against foreign actors. Potential community education events to break down complex concepts on how to protect themselves and link them to resources.

Coordinator Wilkinson – Described outreach occurring in the UK – Five tips to protect yourself against cyber threats. Also discussed is the “common sense media” approach.

- o Community Partnerships (Terrell/Lim/Vasquez)
Commissioner Terrell – monthly meetings are occurring. It would be good to have the NRG coordinator speak at the District EPC to partner families and the NRG program.

Commissioner Raveche – Contact made to the Islamic Center in Alto. Meetings and partnerships are forthcoming.

- o Flooding/Sea Level Rise Outreach (Coleman/Perrey/Curtis)
Emails have been exchanged with information sharing amongst members.

Commissioner Coleman is working with a County staffer on the subject. More to follow.

Commissioner Curtis – Discussed a recent article and the needed actions to follow. FEMA mapping was gathered for use in targeted outreach to vulnerable populations. Interest in meeting with Sausalito to share information.

City Staff Reports:

- Deputy Chief Welch, Chief Tubbs, or Chief Navarro
 - Update from Marin County Disaster Preparedness Coordinator: Updates
 - Strategic on eliminating redundancy with a strategic planning session among various County partners.
 - Discussion metrics to include current efforts and behavior changes.
 - Personal messages and surveys went out to CERT groups introducing the coordinator. Desire to compile best practices.
 - We are working with Listos to translate into Spanish and Vietnamese.
 - Great Shakeout. Encouraging all to participate in this program to include social media tools. <https://www.shakeout.org>
 - Short-term rentals – concerns due to geography. Desire exists to share out the *Good Neighbor Guide* widely.
 - Update on Mill Valley Community Engagement and Preparedness Coordinator
 - Recruitment has been slow. Moving forward with a new strategy.
 - MWPA update
 - Operations Committee went through the projects – the final budget is forthcoming.
 - Commissioner Perrey – represents Southern Marin County on the Citizens Oversight Committee. The MWPA is recruiting for a replacement member.
 - NRG Coordinator update
 - The current recruitment is underway.
 - I will share the successful candidate at the next meeting.

Commissioners Reports:

- Future agenda item requests:
 - Commissioner Lim – Requests information on current EPC assets (bags, banners, other stuff).
 - Commissioner Raveche – Southern Marin Disaster Council on April 21 at 5 pm. Update from the MWPA, insurance, and Strategic Planning. Thanks to Wilkinson for the assistance in setting up the meeting.
 - Commissioner Terrell – Ember Stomp occurring May 28. May 7 National Wildfire Preparedness Day.

- Chief Welch will be joining the DC3 in place of Weber.

8:30 pm Adjournment

Next Meeting: May 12, 2022

Materials related to an item on this agenda submitted to the Emergency Preparedness Commission after distribution of the agenda are available for public inspection at Mill Valley City Hall, 26 Corte Madera Ave during regular business hours. Such documents are also available on the City's website at www.cityofmillvalley.org subject to staff's ability to post the documents prior to the meeting.

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