

## EMERGENCY PREPAREDNESS COMMISSION

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March 17, 2016

### I. CALL TO ORDER

Meeting was called to order at 7:00 p.m.

Present: Mike Berryhill, Don Clendenin, Nasir Lalani, Tim Howard, Betty Reutter, Jonathan Nakapalua, Mercedes Albana, Christine Tran, Evelyn Chua, Roger Silviera

Excused:

Absent: Stephen Strauss

Council Liaison: Marsha Grilli

Staff Liaison: Toni Charlop

Seat alternate: Joseph Nakapalua

### II. PLEDGE of ALLEGIANCE

### III. APPROVAL of MINUTES

Changes: Correct to reflect Evelyn Chua was present at the January 21, 2016 meeting.

Motion to Approve: Howard

Second: Reutter

Abstain: Silviera

Ayes: All

### IV. PUBLIC FORUM: NONE

### V. ANNOUNCEMENTS/CORRESPONDENCE

Commissioner's Brunch, April 30. RSVP by April 18.

### VI. APPROVAL OF AGENDA

Motion to Approve: Howard

Second: Albana

Ayes: All

### VII. PRESENTATIONS: NONE

### VIII. STAFF REPORT:

1. SAFE Update: SAFE New Members Class 2016 – 8/13, 20 & 27.
2. SAFE Drill: Admin & Forms, 3/26, 8:00 – 11:00 am. **ACTION ITEM:** Utilize Alert SCC for drill announcement.

### IX. NEW BUSINESS: NONE

### X. UNFINISHED BUSINESS: NONE

### XI. ONGOING/UPDATES

1. EPC 2016 Goals:
  - Nov. 1 will be EPC Presentation to Council.
  - Public Awareness & Education (Silviera, Howard & Clendenin): host a booth on the Sunday of the International Food Festival, 5/22. Howard to confirm booth with Chamber. SAFE and

- RACES to participate. **ACTION ITEM:** Clendenin to send FEMA form for flyer orders. Clendenin to send schedule for shift sign ups.
- SAFE Program (Reutter, Tran & Berryhill): short term goals to include – leadership development, skill assessment & tracking, recognitions of SAFE member contributions. Long term goals to include – Community outreach, SAFE Website, communication tools.
  - Emergency Preparedness Month – September (Nakapalua, Chua, Lalani & Albana): 4 weeks of presentation to community. Week 1: High School Presentation, Week 2: Senior Center Presentation, Week 3: library presentation, Week 4: Inter-Faith Presentation
2. EPC Flyers at City Facilities (Lalani & Albana): Commissioners to place orders of flyers through FEMA. Clendenin to email completed form.
  3. Map Your Neighborhood (MYN): Clendenin and Albana to pilot the program over one neighborhood for the next 6 months.
  4. Personal Emergency Plan (PEP) (Reutter): no updates, pending on review from Chair Berryhill.
  5. Community/Faith Based Update: no updates, pending on review from Chair Berryhill.
  6. MUSD: No current events going on in the school district at this time. Chua to reach out to Toby Librande at MHS regarding upcoming events.
  7. Social Media (Silveira): Page has been deactivated, remove from agenda.
  8. Defunct Website links: none to report
  9. Traffic Statistics Update: **ACTION ITEM:** Staff Liaison Charlop to link the “resident/emergency” link to EPC Page.

## **XII. FUTURE ITEMS**

1. Brainstorming for future drills scenarios:
  - a. St. Louis Drill idea (Berryhill)
  - b. Ready.gov/September
  - c. Music in the Park, 6/7, 7/12, 7/26
  - d. Emergency Prep videos for kids (Silveira)

## **XIII. ADJOURNMENT**

The meeting was adjourned at 8:38 p.m.

Next meeting to be May 19, 2016, 7:00 p.m. at  
City Hall Committee Room, 455 E. Calaveras Blvd., Milpitas, CA 95035