



CEPAC

APPROVED MINUTES

January 18, 2007

I. Call to Order: Called the meeting to order at 7:00 P.M.

Attendance: Present: Russ Cherry, Brian Shreve, Nancy Martinez, Teresa Chaves, Bill Nolan, Lori Bersabe, Cliff Baughn, Mike Berryhill, Michelle Celones
Excused: Tim Howard
Liaison: Althea Polanski
Staff: Patti Joki

II. Pledge of Allegiance

III. Approval of Minutes: Approval of the minutes was moved and seconded with the following corrections in the Attendance Roster: Present – Cliff Baughn; Absent – Nancy Martinez, Teresa Chaves, Althea Polanski

IV. Public Forum - none

V. Announcements /Correspondence:

1. Cliff commented that the Pandemic Flu brochure is excellent. Brian informed the group that it is also downloadable from the website. Patti explained there are more brochures available.
2. Althea informed the group that Piercey Toyota has donated an electronic defibrillator to the City.

VI. Approval of Agenda: Approval of the agenda was moved and seconded.

VII. Staff Reports:

1. Shut-Off Valves:
 - Patti explained that a hearing will be conducted by the Building Safety Standards Committee. She has also made contact with the City of San Francisco which is holding a public hearing on this matter on January 24, 2007. Patti will be attending this hearing together with Russ and Keyvan Irannejad, the City's Chief Building Official.
2. SAFE:
 - Battalion Chief Americo Silvi is in the process of finding out through the Team Leaders how many of the members are still active and available for response. The roster will be updated as soon as information is complete.

- A discussion was made regarding the means to contact team members in an emergency. Russ suggested integrating them into the City's emergency response system. Teresa suggested holding a drill to evaluate their response.
 - Another SAFE class and a CPR recertification class will be held in Spring, and a SAFE drill in Summer.
 - Michelle asked about re-training. A drill is being held once a year as a way for members to re-train.
3. County Medical Response System:
- This is actually a rename of the County's Emergency Response Plan, and includes the Mutual Aid Plan. Patti explained the resources that the City will commit.
 - Patti explained about the "Portable on Demand Sheds" (PODS). There is nothing in place in Milpitas yet. The closest one is located in the San Jose/Milpitas border.

VIII. New Business - none

IX. Unfinished Business:

1. Walmart Grant – Brian reported that the Command Center flags have been purchased. The School District is in the process of updating its communication equipment.
2. Equipment Cache Location – Patti will meet with Karl Black regarding the location, material and cost. Patti has contacted Tough Shed and the cost is somewhere between \$5,000 and \$7,000. She will request for a budget for this. It is planned to have something in place by summer.

X. Committee Reports:

1. Information Subcommittee – Mike reported that the last meeting was in July 2006 and that there are no updates yet. Will report again at next meeting.
2. School Drill – The drill is scheduled on April 12 at Russell School. Bill met with City Staff on January 17. Bill asked for ideas for the theme. Brian suggested doing school triage themes. He also explained that the Superintendent may want to go with a more traditional theme. Patti brought forward a suggested theme from the Police Department on school violence. Bill will give more information in his report at the next meeting,

Subcommittee Meetings: February 7, 3:30 pm – Committee Meeting Room
 March 15, 5:00 pm - Committee Meeting Room
 April 4, 4:30 pm – On site (Brian will confirm availability)
 NOTE: Members are invited to these meetings.

3. Safe Kits – Patti reported that four kits have been purchased. She also informed the group that San Jose has received a grant from FEMA for small "Grab & Go" bags, which is a smaller version of the safe kit, for seniors.

4. Election Committee – Russ reported that Tim was unable to get volunteers for the Vice Chair position. Russ asked for volunteers and Bill agreed to run for it. It was moved and seconded that Bill fill the Vice Chair position. Russ agreed to continue being the Chair again for this year; this was also moved and seconded.

Adjournment: Meeting adjourned at 7:55 P.M.

Next Meeting: March 15, 2007, 7:00 pm - Committee Meeting Room