

## EMERGENCY PREPAREDNESS COMMISSION

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January 19, 2012

### I. CALL TO ORDER

Meeting was called to order at 7:06 p.m.

Present: Arlyn Swiger, Brian Shreve, Mike Berryhill, Tim Howard, Stephen Strauss,  
Don Clendenin, Pam Wells, Charlotte Ronquillo, Betty Reutter,

Excused: Michael Caulkins, Mercedes Albana

Absent:

Liaison: Althea Polanski

Staff: Sean Simonson

### II. PLEDGE of ALLEGIANCE

### III. APPROVAL of MINUTES – The minutes from the November 17, 2011 meeting were approved.

### IV. PUBLIC FORUM

Becky Strauss of the Public Arts Committee introduced the Committee. EPC members took a break from the meeting and reviewed and submitted their votes on their choice of artwork to be placed in front of City Hall and the City library.

### V. ANNOUNCEMENTS/CORRESPONDENCE

1. Everyone received the test AlertSCC message and confirmed that the system is running.
2. A shelter training was held at Milpitas High School. About ten people showed up for the training. The service is activated and in service effective December 2011.

### VI. APPROVAL OF AGENDA – the agenda was approved.

### VII. IMPORTANT INFORMATION and ACTION ITEMS:

1. Sean Simonson gave an overview of upcoming SAFE team classes.
  - o Animal and disaster class will be held on January 31<sup>st</sup> at 7:00 pm at Fire Station 1. The class will be taught by Cindy Stuart, the county expert on animal and disaster.
  - o Safer refresher course will be held on January 28<sup>th</sup> at 9:00 am at Fire Station. The class will be taught by a medical expert.
  - o A SAFE class will be held beginning March 8<sup>th</sup> at 6:30 pm at Fire Station 1.
  - o SAFE team leaders meet every first Monday of the month.
2. Conducted AlertSCC callout to the Commission by SMS text messaging. It is now and running.
3. Update on Brown Act training will be held next meeting.

4. Action Item: Charlotte Ronquillo will set up a blog for Facebook and Google Plus. Further discussion at next meeting.
5. Action Item: Pamela Wells will make a Facebook and Social Media website by next meeting for AlertSCC.

#### **VIII. NEW BUSINESS:**

- A. Elections for new leadership
  - o Arlyn Swiger made the motion to nominate Mike Berryhill for Chair and Betty Reutter seconded. All were in favor.
  - o Mike Berryhill made the motion to nominate Tim Howard for Vice President and Stephen Strauss seconded. All were in favor.

#### **X. TEAM REPORTS**

- A. Public Education
  - o "Lost Person" Drill – copies of the Milpitas ARES/RACES After-Action Report Lost Person Exercise were distributed. The next exercise will be held in early Fall. Agendize for next meeting.
- B. Community Outreach – two pub ed events were attended by EPC members since the last meeting. Girls and Boys scouts' community outreach will be further discussed at the next meeting.

#### **XI. ADJOURNMENT**

The meeting was adjourned at 8:48 p.m.

The next regularly scheduled EPC meeting is Thursday, March 15, 2012, 7:00 p.m., Milpitas City Hall Committee Room.