

EMERGENCY PREPAREDNESS COMMISSION

November 15, 2012

I. CALL TO ORDER

Meeting was called to order at 7:08 p.m.

Present: Mike Berryhill, Don Clendenin, Betty Reutter, Mercedes Albana, Charlotte Ronquillo, Phong Nguyen
Excused: Tim Howard, Brian Shreve, Arlyn Swiger
Absent: Stephen Strauss, Pam Wells
Liaison: Althea Polanski
Staff: Sean Simonson

II. PLEDGE of ALLEGIANCE

III. **APPROVAL of MINUTES** – The minutes from the September 17, 2012 meeting were modified.

IV. PUBLIC FORUM

No public forum.

V. ANNOUNCEMENTS/CORRESPONDENCE

The Annual Tree-Lighting will be on December 1.

VI. **APPROVAL OF AGENDA** – Nguyen made a motion and Clendenin seconded the motion.

VII. IMPORTANT INFORMATION and ACTION ITEMS:

1. SAFE Update
 - o New member training was held on October 27, November 3 and 10. Thirteen new members are added to the program.
 - o Continuing education class will be held on November 17 from 10 am to noon. Will be utilizing the AlertSCC system.
2. Update on Brown Act
 - o The State of California has stopped funding the Brown Act. The City of Milpitas will still be referring to the Brown Act.

VIII. NEW BUSINESS:

- A. **Action Item:** EPC members will need to compile a list of activities that will involve the EPC over the course of the calendar year. These will be included in the master calendar of all disaster volunteer related activities managed through OES, which will include index from RACES, SAFE, and the Fire Explorer program.

- B. Need to schedule a date for the Lost Person Drill in 2013. Dates that are yet to be confirmed are October 5, or September 7, 2013.
- C. Action Item: Need to see how many hits have been made on the Emergency Awareness website. Need to fix the link and check for updates.
- D. Action Item: Community Based and Faith Based Organizations – need to get the information out to citizens. Reutter will get the information on PEP and Clendenin will get information on Map Your Neighborhood.
- E. Still working on updating the EPC Skills Assessment Worksheet – Polanski.
- F. Action Item: Need more activities on Social Media/ Facebook/Twitter.

IX. TEAM REPORTS

- A. EPC presentations to the other Milpitas commissions.
- B. Need more ideas for community outreach.

X. ADJOURNMENT

The meeting was adjourned at 8:47 p.m.

The next regularly scheduled EPC meeting is **Thursday, January 17, 2012, 7:00 p.m.**, Milpitas City Hall Committee Room.