

EMERGENCY PREPAREDNESS COMMISSION

May 15, 2014

I. CALL TO ORDER

Meeting was called to order at 7:02 p.m.

Present: Mike Berryhill, Tim Howard, Don Clendenin, Betty Reutter, Evelyn Chua,
Mercedes Albana, Nasir Lalani, Pam Wells, Jonathan Nagapalua

Excused: Brian Shreve

Absent: Stephen Strauss

Liaison: Althea Polanski

Staff: Sean Simonson

II. PLEDGE of ALLEGIANCE

III. APPROVAL of MINUTES

– The minutes from the March 20, 2014 meeting were approved.

Motion: Nagapalua Second: Albana

Ayes: Berryhill, Wells Abstain: Reutter, Lalani, Clendenin, Howard and Chua

IV. PUBLIC FORUM

None

V. ANNOUNCEMENTS/CORRESPONDENCE

- Memorial Day Ceremony: 9:00 a.m. at City Hall
- International Food Festival: May 31 -June 1, EPC to host a booth, Milpitas Blvd.
- 1950s party in evening after festival, 5-8:00 p.m.
- Fourth of July fireworks, Sports Center

VI. APPROVAL OF AGENDA

– Motion: Howard

Second: Reutter

Ayes: All

VII. PRESENTATION: None

VIII. STAFF REPORT:

- A. SAFE Team Update: SAFE teams meet June 9th, then sending info to the SAFE team members. Quarterly training. Drill toward latter part of summer.
- B. Communications Van Upgrades: Radios installed and need to be programmed.
- C. Community CPR Training Event (Summer 2014): Fire Stations to provide free 30-minute hands-only CPR presentation, date to be determined.
- D. PulsePoint App up and running.

IX. NEW BUSINESS:

- A. Move to recommend to City Council for active SAFE Team members to have free access to the Sports Center (Berryhill): Motion: Reutter Second: Howard Ayes: All
- B. EPC Mission and Goals (Berryhill): Review strategic planning document and come up with new ideas and remove old/completed items. New members have not reviewed. Come to July meeting with new ideas. ACTION ITEM: Vice Mayor Polanski to review and update list of commissioner's skill levels. List from Simonson regarding what everyone is working on (Strategic Plan). ACTION ITEM: Simonson to send Strategic

Planning Document to Vice Mayor Polanski, Althea to edit and send to commissioners for review and brainstorming. ACTION ITEM: Create list of “ongoing items/updates”.

IX. UNFINISHED BUSINESS

- A. SAFE Drill (Howard): June 28 commissioners to check SAFE Team Caches
- B. Brainstorming for Possible Drill Scenarios: to be continued
- C. MyMilpitas Mobile App Update and PulsePoint: Android app toward end of summer available, PulsePoint is able for download.
- D. MCTV (Berryhill): no update
- E. EPC Strategic Planning
 - 1. SAFE Program Advancements (Reutter): SOPs still in process, looking for web/database support, request assistance to the IT Commission – commission is next Monday, public forum.
 - 2. Community Based Outreach (Reutter): ongoing
 - 3. Faith Based Outreach (Clendenin): ongoing
 - 4. Online Outreach (Wells): Attend the Youth Advisory Commission on May 27 to promote FB page.
- F. EPC Website:
 - 1. Defunct Links: continued
 - 2. Review of Traffic Statistics (Polanski): Change to “Status Update”, Vice Mayor Polanski to ask for stats in prep for July meeting.
- G. EPC 2014 Event Calendar: ongoing

X. TEAM REPORTS

- A. Public Education
 - 1. New FEMA PSAs: (Howard) ongoing
- B. Community Outreach
 - 1. Flyers at City Facilities (Albana & Lalani): Checked Community Center and Sports Center
 - 2. Personal Emergency Plan (PEP) (Reutter): Ongoing
 - 3. Map Your Neighborhood (Clendenin): Ongoing

XI. ADJOURNMENT

The meeting was adjourned at 8:47 p.m. The next regularly scheduled EPC meeting is Thursday, July 17, 2014, at 7:00 p.m., Milpitas City Hall.