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, Roger Silviera
Excused: Stephen Strauss
Absent:
Liaison: Marsha Grilli
Staff: Sean Simonson

Nakapalua and Tran voting members

II. PLEDGE of ALLEGIANCE

III. APPROVAL of MINUTES

Motion: Howard
Second: Reutter
Abstain: 
Ayes: All

IV. PUBLIC FORUM

None

V. ANNOUNCEMENTS/CORRESPONDENCE

SAFE Class Graduate: Tran. Lalani to complete first class.
National Night Out wrap up/report: NNO sign ups for SAFE class interest
Oct 10, 2:00 – 5:00, Philippine American Heritage at Milpitas Sports Center

VI. APPROVAL OF AGENDA

Motion to Approve: Howard
Second: Reutter
Ayes: All

VII. PRESENTATIONS: NONE

VIII. STAFF REPORT:

1. SAFE Packs: Charlop look to find red packs, check inventory.
2. SAFE Manuals & Backpacks: enough for at least the next round of classes.
3. SAFE Cache: Fire Dept. does quarterly inventory.

IX. NEW BUSINESS:

1. EPC Work Plan Development: 3-5 Goals, 2016
   ACTION ITEM: Christine to email the EPC her daughters emergency preparedness quiz?
   Goals:
   a. Promote Public Awareness & Education (Silviera, Howard, Clendenin)
   b. SAFE Program (Tran, Reutter, Berryhill)
c. 2016 Emergency Preparedness Month, September, develop a plan a major event throughout the month. (Chua, Nakapalua, Lalani, Albana)

Motion: Reutter  
Second: Chua  
Ayes: All

**ACTION ITEM:** Draft work plan due November meeting, limit to 5-10 minute presentation. Provide work plan in advance, due by Nov 5. Work plan should elaborate on the goal and how it will be implemented, timeline, etc.


**IX. UNFINISHED BUSINESS:**
Droid App to be released within two weeks.

**X. ONGOING/UPDATES**
A. EPC Flyers at City Facilities (Lalani & Alban): Clendenin to send links of new flyer information to rotate info.  
B. Map Your Neighborhood (MYN): no update  
C. Personal Emergency Plan (PEP) (Reutter): included Howard’s edits, **ACTION ITEM:** please email Reutter edited comments, she will edit it in, and she will bring in the draft.  
D. SAFE Program Advancements Website (Reutter): ongoing, no update  
E. Social Media (Silviera): **ACTION ITEM:** Berryhill to send Silviera login info.  
F. Traffic Statistics Update: send defunct to Councilmember Grilli, **ACTION ITEM:** Councilmember Grilli to check traffic statistics with IS dept.

**XI. FUTURE ITEMS**
A. Brainstorming for future drills scenarios: ongoing

**XII. ADJOURNMENT**
The meeting was adjourned at 8:50 p.m.