



**DRAFT MINUTES
CUPERTINO DISASTER COUNCIL**

Thursday, October 30, 2025

At 3:00 p.m., Chair Tina Kapoor called the Regular Disaster Council Meeting to order in City Hall Conference Room C, 10300 Torre Avenue, Cupertino, CA 95014 and via Teleconference; and Teleconference Location: Renaissance New York Times Square Hotel, Two Times Square, 714 Seventh Avenue at, W 48th St, New York, NY 10036, and led the pledge of allegiance.

ROLL CALL

Disaster Council Members Present:

- Chair, City Manager Tina Kapoor
- Vice Chair, City Councilmember R "Ray" Wang (participated remotely)
- Ben Fu, Community Development Director
- Teri Gerhardt, Chief Technology Officer
- Chad Mosley, Public Works Director
- Kristina Alfaro, Administrative Services Director
- Rachelle Sander, Parks and Recreation Director
- Michael Woo, Senior Assistant City Attorney

Disaster Council Members Absent: None

Also Present:

- Liang Chao, Mayor (participated remotely)
- Kirsten Squarcia, City Clerk
- Ken Ericksen, Citizen Corps Coordinator
- Marta Drown, Block Leader Coordinator
- Jim Frawley, Emergency Manager Consultant
- Hector Estrada, Deputy Chief, Santa Clara County Fire Department
- Shawn Flores, Lieutenant, Santa Clara County Sheriff's Office

POSTPONEMENTS – None

ORAL COMMUNICATIONS – None

NEW BUSINESS

1. Subject: Appointment of Mayor Liang Chao as a non voting member
Recommended Action: Appoint Mayor Liang Chao as a non voting member for the October 30, 2025 Disaster Council meeting

Chair Kapoor opened the public comment period and, seeing no one, closed the public comment period.

MOTION: Wang moved and Mosley seconded to appoint Mayor Liang Chao as a nonvoting member for the October 30, 2025 Disaster Council meeting. The motion passed by the following vote: Ayes: Kapoor, Wang, Fu, Gerhardt, Mosley, Alfaro, Sander, and Woo. Noes: None. Abstain: None. Absent: None.

STAFF AND DISASTER COUNCIL REPORTS

2. Subject: City of Cupertino Office of Emergency Management (OEM) Report
Recommended Action: Receive report by the City of Cupertino OEM liaison
Presenter: Jim Frawley, Emergency Manager Consultant, City of Cupertino

Written communications for this item included a presentation.

Emergency Manager Consultant Jim Frawley gave a presentation.

Members asked questions and made comments about AlertSCC enrollment and participation, funding for emergency management systems and activities, Everbridge/AlertSCC capabilities, and evacuation planning and route notifications.

Chair Kapoor opened the public comment period and, seeing no one, closed the public comment period.

The Disaster Council received the City of Cupertino OEM Report by Office of Emergency Management Liaison and Emergency Management Consultant Jim Frawley.

3. Subject: Santa Clara County Office of Emergency Management Report
Recommended Action: Receive report by the Santa Clara County Office of Emergency Management
Presenter: Management Director, Dana Reed, County of Santa Clara

Santa Clara County Office of Emergency Management Director Dana Reed gave a report.

Members asked questions and made comments about AlertSCC participation, funding responsibilities for emergency management systems and major events, Everbridge and

AlertSCC capabilities, and evacuation notifications and public alerting.

Chair Kapoor opened the public comment period and, seeing no one, closed the public comment period.

The Disaster Council received the report from Santa Clara County Office of Emergency Management Managing Director Dana Reed.

4. Subject: Block Leader Coordinator Report
Recommended Action: Receive report by Block Leader Coordinator
Presenter: Marta Drown, Block Leader Coordinator, City of Cupertino

Written communications for this item included a presentation.

Block Leader Coordinator Marta Drown gave a presentation.

Members asked questions and made comments about Block Leader Program coverage throughout the city, Neighborhood Watch participation levels, and the use of heat maps to identify areas served by block leaders.

Chair Kapoor opened the public comment period and, seeing no one, closed the public comment period.

The Disaster Council received the Block Leader Coordinator Report by Block Leader Coordinator Marta Drown.

5. Subject: Citizen Corps Report
Recommended Action: Receive report by Citizen Corps liaison
Presenter: Ken Ericksen, Citizen Corps Coordinator, City of Cupertino

Written communications for this item included the Community Outreach OES Map; Field Communications Operations Handbook (Cupertino ARES/RACES); Cupertino ARK Activation Handbook; and the Cupertino Citizen Corps Field Communications Handbook.

Citizen Corps Coordinator Ken Ericksen gave a report.

Members asked questions and made comments about volunteer participation and activity trends, Citizen Corps activations, community outreach efforts, and the use of AlertSCC for emergency preparedness exercises.

Chair Kapoor opened the public comment period and, seeing no one, closed the public comment period.

The Disaster Council received the Citizen Corps Report by Citizen Corps Coordinator Ken Ericksen.

6. Subject: Next meeting: 2026 TBD

The next meeting will occur in 2026, with the exact date to be determined. City staff will follow up accordingly once a date has been confirmed.

ADJOURNMENT

At 4:05 p.m., Chair Kapoor adjourned the Regular Disaster Council meeting.

Minutes prepared by

Kirsten Squarcia, City Clerk