



# CITY OF CUPERTINO

## AGENDA

### PUBLIC SAFETY COMMISSION

**This will be a teleconference meeting without a physical location**

**Thursday, May 13, 2021**

**6:00 PM**

#### **TELECONFERENCE / PUBLIC PARTICIPATION INFORMATION TO HELP STOP THE SPREAD OF COVID-19**

**In accordance with Governor Newsom's Executive Order No-29-20, this will be a teleconference meeting without a physical location to help stop the spread of COVID-19.**

**Members of the public wishing comment on an item on the agenda may do so in the following ways:**

**1) E-mail comments by 5:00 P.M. on Thursday, May 13 to the Commission at [publicsafetycommission@cupertino.org](mailto:publicsafetycommission@cupertino.org). These e-mail comments will be received by the Commission members before the meeting and posted to the City's website after the meeting.**

**2) E-mail comments during the times for public comment during the meeting to the Commission at [publicsafetycommission@cupertino.org](mailto:publicsafetycommission@cupertino.org). The staff liaison will read the emails into the record, and display any attachments on the screen, for up to 3 minutes (subject to the Chair's discretion to shorten time for public comments). Members of the public that wish to share a document must email [publicsafetycommission@cupertino.org](mailto:publicsafetycommission@cupertino.org) prior to speaking.**

#### **3) Teleconferencing Instructions**

**Members of the public may observe the teleconference meeting or provide oral public comments as follows:**

**Oral public comments will be accepted during the teleconference meeting. Comments may be made during "oral communications" for matters not on the agenda, and during the public comment period for each agenda item.**

**To address the Commission, click on the link below to register in advance and access the meeting:**

**Online**

Please click the link below to join the webinar:

[https://cityofcupertino.zoom.us/webinar/register/WN\\_6kH1dom1R0ShNuPKZnLq0A](https://cityofcupertino.zoom.us/webinar/register/WN_6kH1dom1R0ShNuPKZnLq0A)

**Phone**

Dial: (669) 900 6833 and enter Webinar ID: 940 4240 7612 (Type \*9 to raise hand to speak)

Unregistered participants will be called on by the last four digits of their phone number.

Or an H.323/SIP room system:

H.323:

162.255.37.11 (US West)

162.255.36.11 (US East)

Meeting ID: 940 4240 7612

SIP: 94042407612@zoomcrc.com

After registering, you will receive a confirmation email containing information about joining the webinar.

Please read the following instructions carefully:

1. You can directly download the teleconference software or connect to the meeting in your internet browser. If you are using your browser, make sure you are using a current and up-to-date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, Safari 7+. Certain functionality may be disabled in older browsers, including Internet Explorer.
2. You will be asked to enter an email address and a name, followed by an email with instructions on how to connect to the meeting. Your email address will not be disclosed to the public. If you wish to make an oral public comment but do not wish to provide your name, you may enter "Cupertino Resident" or similar designation.
3. When the Chair calls for the item on which you wish to speak, click on "raise hand." Speakers will be notified shortly before they are called to speak.
4. When called, please limit your remarks to the time allotted and the specific agenda topic.

**ROLL CALL****APPROVAL OF MINUTES**

1. Subject: Minutes from March 11, 2021  
Recommended Action: Approve minutes from March 11, 2021  
[A - Draft Minutes](#)

**POSTPONEMENTS****ORAL COMMUNICATIONS**

*This portion of the meeting is reserved for persons wishing to address the Commission on any matter within the jurisdiction of the Commission and not on the agenda. Speakers are limited to three (3) minutes. In most cases, State law will prohibit the Commission from making any decisions with respect to a matter not on the agenda.*

**WRITTEN COMMUNICATIONS****OLD BUSINESS**

2. Subject: Public Safety Education and Outreach
  - a. Public Safety Forum (Chao/Nellore)Recommended Action: Receive updated reports and discuss proposals for future forums/workshops
3. Subject: Domestic Violence Awareness (Chao)  
Recommended Action: Receive updated report on Domestic Violence Awareness project
4. Subject: Continuity of Operations Plan  
Recommended Action: Receive a report on the Continuity of Operations Plan and provide any input  
[Staff Report](#)  
[A - Cupertino COOP Plan \(Redacted\)](#)
5. Subject: Public Safety Commission Website  
Recommended Action: Discuss and recommend improvements to the Public Safety Commission website

**NEW BUSINESS**

6. Subject: Wildfire Awareness Initiative (Wang)  
Recommended Action: Receive report on the Wildfire Awareness Initiative  
[A - Wildfire Awareness Initiative presentation](#)

**STAFF AND COMMISSION REPORTS**

7. Subject: Report by the Santa Clara County Fire District  
Recommended Action: Receive report by the Santa Clara County Fire District liaison  
[A - March 2021 Public Safety Report](#)

8. Subject: Report by the Santa Clara County Sheriff's Office  
Recommended Action: Receive report by the Santa Clara County Sheriff's Office liaison
9. Subject: Report by the City of Cupertino  
Recommended Action: Receive report by the City of Cupertino staff liaison
10. Subject: Commissioners Reports  
Recommended Action: Receive Commissioners reports

## **FUTURE AGENDA SETTING**

## **ADJOURNMENT**

## **NEXT MEETING**

The next Regular Meeting is scheduled for Thursday, July 8, 2021 at 6:00 p.m.

*In compliance with the Americans with Disabilities Act (ADA), anyone who is planning to attend this teleconference meeting who is visually or hearing impaired or has any disability that needs special assistance should call the City Clerk's Office at 408-777-3223, at least 48 hours in advance of the meeting to arrange for assistance. In addition, upon request, in advance, by a person with a disability, meeting agendas and writings distributed for the meeting that are public records will be made available in the appropriate alternative format.*

*Any writings or documents provided to a majority of the members after publication of the agenda will be made available for public inspection. Please contact the City Clerk's Office in City Hall located at 10300 Torre Avenue during normal business hours.*

*IMPORTANT NOTICE: Please be advised that pursuant to Cupertino Municipal Code 2.08.100 written communications sent to the Cupertino City Council, Commissioners or City staff concerning a matter on the agenda are included as supplemental material to the agendized item. These written communications are accessible to the public through the City's website and kept in packet archives. You are hereby admonished not to include any personal or private information in written communications to the City that you do not wish to make public; doing so shall constitute a waiver of any privacy rights you may have on the information provided to the City.*

*Members of the public are entitled to address the members concerning any item that is described in the notice or agenda for this meeting, before or during consideration of that item. If you wish to address the members on any other item not on the agenda, you may do so during the public comment.*



# CITY OF CUPERTINO

## Agenda Item

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**21-9250**

**Agenda Date: 5/13/2021**  
**Agenda #: 1.**

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Subject: Minutes from March 11, 2021

Approve minutes from March 11, 2021

**CUPERTINO PUBLIC SAFETY COMMISSION**  
**DRAFT MEETING MINUTES**  
**Thursday, March 11, 2021, 6:00 p.m.**  
**Teleconference meeting without a physical**  
**location**

**CALL TO ORDER**

Commission Chair Chao called to order this meeting of the Cupertino Public Safety Commission at approximately 6:01 p.m. on Thursday, March 11, 2021 via teleconference.

**ROLL CALL**

Commissioners Present: Chair Hymanand Nellore  
Vice Chair Eric Shan  
Lakshminarasimha Ankireddipally  
Yvonne Chao  
Tiffany Wang

Commissioner Absent: None

Staff Present: Captain Rich Urena, Santa Clara County Sheriff's Office  
Deputy Fire Chief Mark Shumate, Santa Clara County Fire  
Department  
Thomas Chin, Emergency Services Coordinator, City of  
Cupertino  
Kirsten Squarcia, City Clerk  
Brian Babcock, Communications Officer  
Cindy Stewart, COOP Contractor

Others Present: Andy Huang

**APPROVAL OF MINUTES**

1. Subject: Minutes from January 14, 2021  
Recommended Action: Approve minutes from January 14, 2020

Commissioner Ankireddipally noted the May 13, 2021 meeting date was missing from the draft minutes and proposed schedule.

Commissioner Ankireddipally motioned to approve the amended minutes for the March 11, 2021 meeting; Commissioner Shan seconded the motion; Ayes: Ankireddipally, Chao, Nellore, Shan, and Wang. Noes: None. Abstain: None. Absent: None.

## **POSTPONEMENTS**

None

## **ORAL COMMUNICATION**

None

## **WRITTEN COMMUNICATION**

None

## **OLD BUSINESS**

### **2. Subject: Public Safety Education and Outreach**

#### **a. Public Safety Forum (Chao/Nellore)**

**Recommended Action:** Receive updated reports and discuss proposals for future forums/workshops

No report available.

### **3. Subject: Domestic Violence Awareness (Chao)**

**Recommended Action:** Receive updated report on Domestic Violence Awareness Project

Commissioner Chao provided an update on engagement with NextDoor Solutions regarding facilitating a banner sign at Memorial Park through the normal request process.

## **NEW BUSINESS**

### **4. Subject: Presentation and training on Commissioner Handbook approved by City Council on January 19, 2021**

**Recommended Action:** Receive presentation and training on Commissioner Handbook approved by City Council on January 19, 2021

Kirsten Squarcia, City Clerk, provided a presentation and training on the Commissioner Handbook approved by City Council on January 19, 2021. The Commission Members

asked clarifying questions.

5. Subject: Continuity of Operations Plan

Recommended Action: Receive a report on the Continuity of Operations Plan

Thomas Chin, Emergency Services Coordinator, provided a presentation on the status of the Continuity of Operations Plan. The Commission Members asked clarifying questions.

6. Subject: Public Safety Champion of the Year for the 2021 CREST Awards

Recommended Action: Discuss and vote on the Public Safety Champion of the Year for the 2021 CREST Awards

Brian Babcock, Communications Officer, presented the nominations for the Public Safety Champion of the Year for the 2021 CREST Awards. Commissioners considered two candidates, discussed the merits of each nomination, and voted on a champion.

Leigh Stevens received three votes from Chair Nellore, Commissioner Ankireddipally, and Vice Chair Shan.

Al Boleda received two votes from Commissioner Chao and Commissioner Wang.

Leigh Stevens was selected as the Public Safety Champion of the Year for the 2021 CREST Awards by a vote of 3-2.

7. Subject: Public Safety Commission Website

Recommended Action: Discuss and recommend improvements to the Public Safety Commission Website

Chair Nellore opened the discussion with potential changes to the Public Safety Commission website. The Commission Members agreed to provide self-portraits and biographies for content. Thomas Chin agreed to make changes based on the comments from the Commission Members.

## **STAFF AND COMMISSION REPORTS**

8. Subject: Report by the Santa Clara County Fire Department

Recommended Action: Receive report by the Santa Clara County Fire Department

Deputy Fire Chief Shumate delivered the Santa Clara County Fire District January and February 2021 report. Deputy Fire Chief Shumate indicated one significant event in



January and no significant events during the month of February. Call volumes continue to be low due to the COVID-19 pandemic and resulting restrictions. No injuries to first responders were reported.

Deputy Chief Shumate also described the Wildfire Urban Interface and Fire Prevention Program.

Deputy Chief Shumate answered clarifying questions from Commission Members.

9. Subject: Report by the Santa Clara County Sheriff's Office

Recommended Action: Receive report by the Santa Clara County Sheriff's Office

Captain Urena delivered the Santa Clara County Sheriff's Office February 2021 report. Captain Urena reported all response times were met and remain low. Captain Urena provided a public safety report on select crimes including domestic violence and catalytic converter thefts.

Captain Urena addressed questions from the Commission Members.

10. Subject: Report by the City of Cupertino

Recommended Action: Receive Report by the City of Cupertino Liaison

Thomas Chin, City of Cupertino Emergency Services Coordinator, delivered a report on the emergency response activities in January and February 2021. Responses include the County of Santa Clara moving into the Red Tier on the State's Blueprint for a Safer Economy, COVID-19 test sites, and COVID-19 vaccines.

Thomas Chin reported in Santa Clara County on January 14, 2021 (the last Public Safety Commission meeting) 88,379 cases, 1028 deaths, and 657 Cupertino cases. As of March 11, 2021 Santa Clara County has 112,325 total cases, 1836 deaths, and 819 Cupertino cases.

11. Subject: Commissioner Reports

Recommended Action: Receive Commissioners' Reports

Chair Nellore provided an update on a meeting with Vice Mayor Chao and her considerations for each Commission.

Chair Nellore provided a report on a meeting with Technology, Information, and Communication Commission. Chair Nellore and Vice Chair Shan agreed to attend the TICC meetings as necessary.

Chair Nellore agreed to attend the April 2021 Mayor's meeting.  
Vice Chair Shan agreed to attend the May 2021 Mayor's meeting.

#### **FUTURE AGENDA SETTING**

None

#### **ADJOURNMENT**

Chair Nellore adjourned the meeting at 7:55 p.m.

#### **NEXT MEETING**

The next Regular Meeting is scheduled for Thursday, May 13, 2021 at 6:00 p.m.

#### **SUBMITTED BY:**

*Thomas Chin  
Staff Liaison to the Public Safety Commission  
Emergency Services Coordinator  
City of Cupertino*

*May 6, 2021*

#### **APPROVED BY:**

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Hymanand Nellore, Chair

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Date



# CITY OF CUPERTINO

## Agenda Item

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**21-9253**

**Agenda Date: 5/13/2021**  
**Agenda #: 2.**

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Subject: Public Safety Education and Outreach

- a. Public Safety Forum (Chao/Nellore)

Receive updated reports and discuss proposals for future forums/workshops



# CITY OF CUPERTINO

## Agenda Item

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**21-9261**

**Agenda Date: 5/13/2021**  
**Agenda #: 3.**

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Subject: Domestic Violence Awareness (Chao)

Receive updated report on Domestic Violence Awareness project



# CITY OF CUPERTINO

## Agenda Item

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**21-9262**

**Agenda Date: 5/13/2021**  
**Agenda #: 4.**

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Subject: Continuity of Operations Plan

Receive a report on the Continuity of Operations Plan and provide any input



## CITY MANAGER'S OFFICE

CITY HALL  
10300 TORRE AVENUE • CUPERTINO, CA 95014-3255  
TELEPHONE: (408) 777-3223 • FAX: (408) 777-3366  
CUPERTINO.ORG

### PUBLIC SAFETY COMMISSION STAFF REPORT

Meeting: May 13, 2021

#### Subject

Continuity of Operations Plan

#### Recommended Action

Receive a report on the Continuity of Operations Plan and provide any input

#### Discussion

As part of the City Work Program, the City of Cupertino (City) has developed a Continuity of Operations Plan (COOP) to support the City's continual delivery of essential services during any hazard.

The COOP addresses an all-hazards approach to maintaining or reconstituting (if needed) essential services to the community in the event of an emergency. This plan provides the framework for the implementation and recovery actions necessary to continue essential functions during any emergency or situation until restoration of normal operations.

The Continuity of Operations Plan includes elements such as:

1. Essential Functions
2. Delegations of Authority and Orders of Succession
3. Human Capital Management

At a minimum, the COOP will be reviewed annually for consistency and revised as needed. Interim revisions can be made if information changes significantly, between scheduled revisions.

#### Sustainability Impact

None anticipated.

#### Fiscal Impact

The Continuity of Operations Plan (COOP) was developed with the support of a contract for \$61,650.

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Prepared by: Thomas Chin, Emergency Services Coordinator

Approved for Submission by: Katy Nomura, Assistant to the City Manager

Attachments:

A – Cupertino COOP Plan REDACTED



# CITY OF CUPERTINO

## Agenda Item

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**21-9263**

**Agenda Date: 5/13/2021**  
**Agenda #: 5.**

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Subject: Public Safety Commission Website

Discuss and recommend improvements to the Public Safety Commission website





# CITY OF CUPERTINO

## Agenda Item

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**21-9264**

**Agenda Date: 5/13/2021**  
**Agenda #: 6.**

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Subject: Wildfire Awareness Initiative (Wang)

Receive report on the Wildfire Awareness Initiative



# WAI

Wildfire Awareness Initiative

# MISSION

WAI stands for Wildfire Awareness Initiative. We are a youth organization with a goal of spreading awareness on wildfire/disaster preparedness, causes, and effects to the youth.

# MEETING AGENDA

## 01 THE PROBLEM

Lack of preparedness

## 02 WHO WE ARE

Our mission, teams, and members

## 03 WHAT WE DO

Preparing the youth for disasters through posts and events

## 04 COLLABORATIONS

Webinars and contests



The background is a stylized, low-poly mountain landscape. It features several dark, angular mountain peaks in shades of purple and blue. A bright, semi-circular sun or moon is positioned behind the mountains, creating a soft, pinkish glow across the sky. The foreground consists of dark, silhouetted trees and a flat, dark ground line.

# 01

## THE PROBLEM

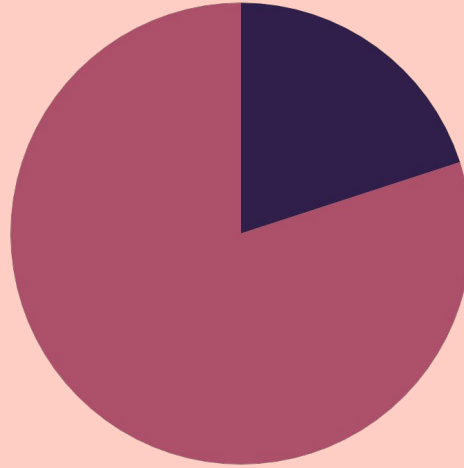
Lack of preparedness

# YOUTH PREPAREDNESS



80%

Youth aren't aware of the  
possibility of disasters



20%

Youth are somewhat  
aware of possible  
disasters and how to  
prepare

**4,177,856**

Acres burned in 2020

The background is a stylized, low-poly mountain landscape. It features several dark, angular mountain peaks in shades of purple and blue. A bright, semi-circular sun or moon is positioned behind the mountains, creating a soft, pinkish glow across the sky. The foreground consists of dark, horizontal bands representing the ground or water. The overall aesthetic is modern and minimalist.

# 02

## WHO WE ARE

Our mission, teams, and  
members

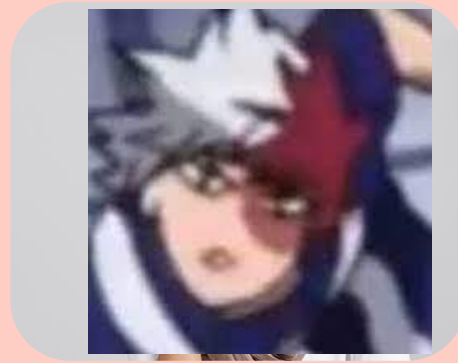


## OUR TEAM



**NIRANJANA**

Founder



**LAUREN**

Co-founder

# OUR PRESENTERS

**ZEHRA**

Outreach Leader

**MADELEINE**

Research Leader

**AARNA**

Event Leader

# 1,624

Number of followers since January 20th

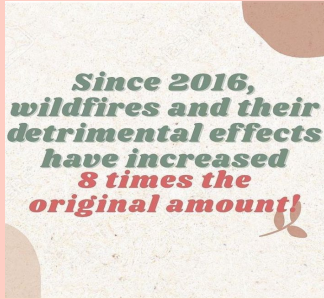
The background is a stylized, low-poly mountain landscape. It features several jagged, dark purple and magenta mountain peaks. The sky is a gradient of light pink and red, with a large, white, circular sun or moon in the upper right corner. In the bottom left corner, there is a small, dark blue evergreen tree and some dark purple foliage. The overall aesthetic is modern and graphic.

# 03

## WHAT WE DO

Preparing the youth for disasters  
through posts and events

# INSTAGRAM POSTS



## WILDFIRE DATA

This is our first post  
on wildfires  
statistics.



## HOW TO PREPARE FOR WILDFIRES

This is our second  
post about how to  
prepare for wildfires.



## CAUSES OF WILDFIRES

This is our third post  
about the causes of  
wildfires.



## EFFECTS OF WILDFIRES

This is our fourth post  
about the effects of  
wildfires.

# 04

## COLLABORATIONS

Webinars and Contests

# WEBINARS



## THE PROBLEM

Many wildfires are caused by people and affect the environment.



## PREVENTING WILDFIRES

Informing people how wildfires are caused so they can prevent them.



## DISASTER PREPAREDNESS

Help inform people about wildfire precautions such as safety routes.



## LOCAL ORGANIZATIONS

Work with larger organizations for more resources and info.



## GUEST SPEAKERS

Host webinars with speakers knowledgeable on the topic.



## MAKING DONATIONS

Donate to places affected by disasters.

# CONTESTS



## ART

Contestants would create an art piece for a prompt and the top three would win a prize



## INFOGRAPHIC

Contestants would create infographics for a prompt and the top three would win a prize



## RAFFLE

Winners would receive a free disaster backpack



## DISASTER PREPAREDNESS

Contestants would present a prepared route, backpack, and plan for a disaster



## SOCIAL MEDIA

Contestants would post about wildfire awareness on their social media



## RAISING MONEY

Contestants would raise money for disasters and win prizes for raising the most money





@waiforchange

waiforchange@gmail.com





# CITY OF CUPERTINO

## Agenda Item

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**21-9265**

**Agenda Date: 5/13/2021**  
**Agenda #: 7.**

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Subject: Report by the Santa Clara County Fire District

Receive report by the Santa Clara County Fire District liaison



## SANTA CLARA COUNTY FIRE DEPARTMENT

14700 Winchester Blvd., Los Gatos, CA 95032 | (408) 378-4010 | [www.sccfd.org](http://www.sccfd.org)

April 8, 2021

Cupertino Public Safety Commission  
10300 Torre Avenue  
Cupertino, CA 95014

Subject: Fire Report for March 2021

To Whom It May Concern:

The March 2021 fire reports for the City of Cupertino are enclosed.

Significant Events (Last Month): No significant events occurred and, consequently, there was no significant fire loss.

1. Incident Counts by Year (YTD): This bar graph represents the total incident count for YTD and for the past five years.
2. Incident Counts by Month: This bar graphs represents the incident count by month.
3. Incident and Response Counts by Hour of Day: This bar graph represents both unique incidents and unit responses by hour of day for the previous 12 months.
4. Average Response Times Analysis (by Unit ID): This table shows the average response times and count by urbanization code for units responding into the jurisdictional boundary.
5. Incident Counts by Type: This table provides the volume and percentage of code two and code three calls by incident category.
6. Incident Types: This pie chart provides a breakdown of the number of calls by incident category.
7. Dollar Loss by Month: This field shows the total dollar loss and incident count for the month.
8. Community Education and Risk Reduction Activities: This table shows the total number of attendees, programs, and staff hours at educational events for the month.

Please let me know if you have any questions about the data contained in this report.

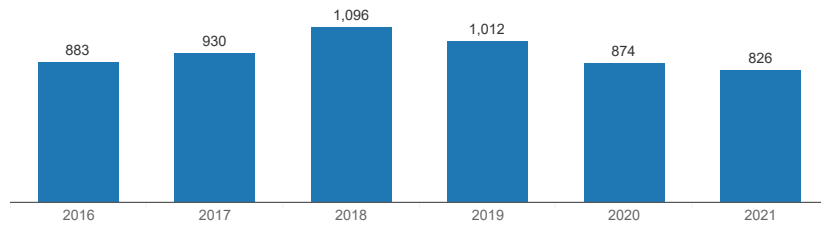
Sincerely,

Mark Shumate  
Deputy Chief

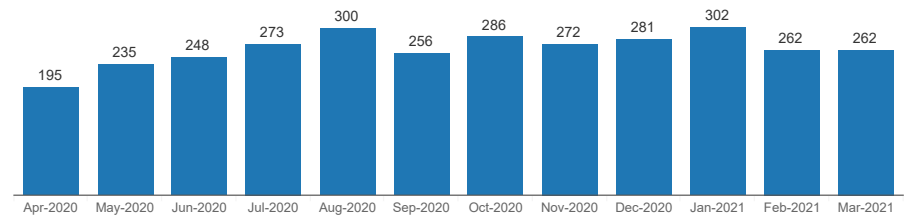
Enclosures  
Cc: Tony Bowden, Fire Chief

MS:kp

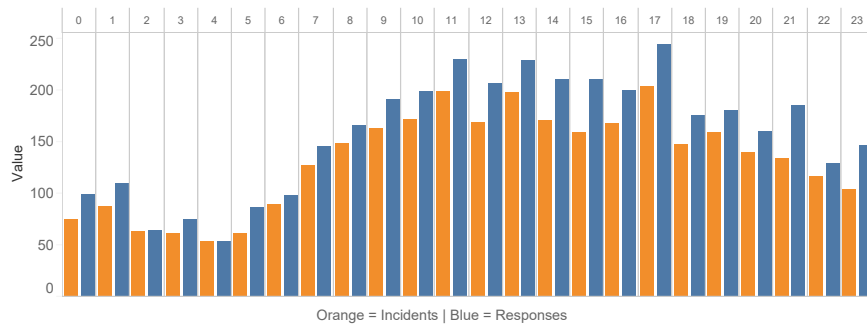
Incident Counts by Year (YTD)



Incident Counts by Month (Last 12 Months)



Incident and Response Count by Hour of Day

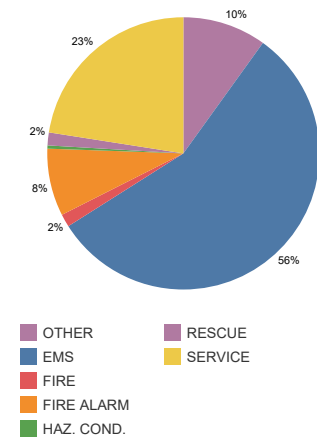


Average Response Times Analysis (by Unit ID, Code 3)

	Urban Densities		Rural Densities	
	Avg. Code 3 Resp. Time	Responses	Avg. Code 3 Resp. Time	Responses
E71	00:04:31	80		
E72	00:04:56	23		
E76	00:06:10	2		
E77	00:03:45	35	00:05:39	20
H72	00:04:56	3		
T71	00:03:49	11		
<b>Grand Total</b>	<b>00:04:23</b>	<b>154</b>	<b>00:05:39</b>	<b>20</b>

Incident Counts by Type

	Incidents	% of Total
EMS	147	56.11%
SERVICE	59	22.52%
OTHER	26	9.92%
FIRE ALARM	21	8.02%
FIRE	4	1.53%
RESCUE	4	1.53%
HAZ. COND.	1	0.38%
<b>Grand Total</b>	<b>262</b>	<b>100.00%</b>



Dollar Loss  
(March)

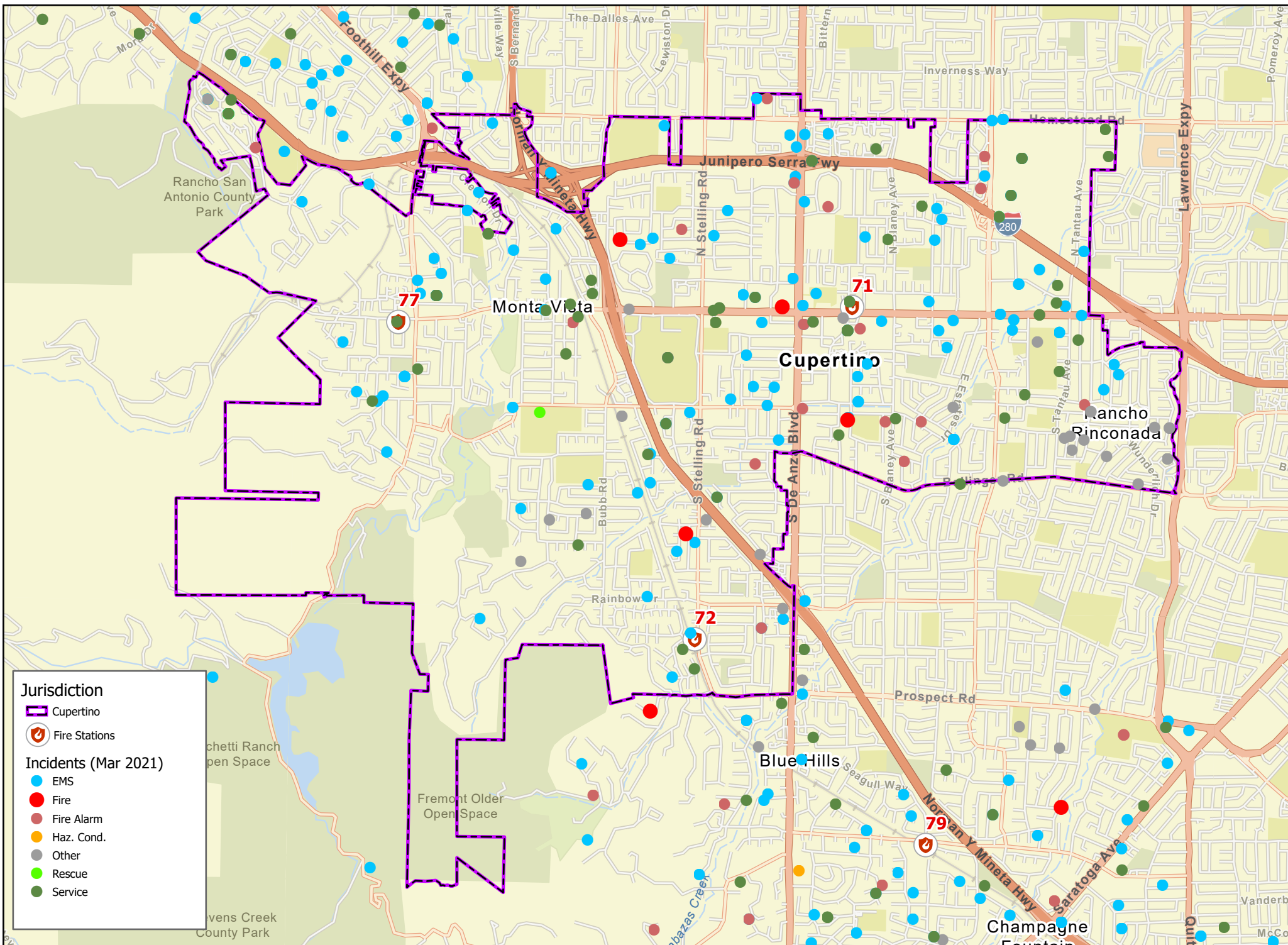
\$23,000.00

Incident Count

1

Community Education and  
Risk Reduction Activities

Attendees	Programs	Staff hours
93	10	13:00:00



**Jurisdiction**



Fire Stations

**Incidents (Mar 2021)**

- EMS
- Fire
- Fire Alarm
- Haz. Cond.
- Other
- Rescue
- Service





# CITY OF CUPERTINO

## Agenda Item

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**21-9266**

**Agenda Date: 5/13/2021**  
**Agenda #: 8.**

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Subject: Report by the Santa Clara County Sheriff's Office

Receive report by the Santa Clara County Sheriff's Office liaison



# CITY OF CUPERTINO

## Agenda Item

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**21-9267**

**Agenda Date: 5/13/2021**  
**Agenda #: 9.**

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Subject: Report by the City of Cupertino

Receive report by the City of Cupertino staff liaison



# CITY OF CUPERTINO

## Agenda Item

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**21-9268**

**Agenda Date: 10/6/2021**  
**Agenda #: 9.**

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Subject: Commissioners Reports

Receive Commissioners reports