



CUPERTINO DISASTER COUNCIL  
Meeting of May 16, 2019  
City Hall  
10300 Torre Ave  
Cupertino, CA 95014  
2:00 p.m.-3:30 p.m.

## MINUTES

### CALL TO ORDER

Mayor Steven Scharf called meeting to order at 2:00 p.m.

### ROLL CALL

Chair: Mayor Steven Scharf

Vice Chair: Interim City Manager Timm Borden

Members: Ops, Roger Lee, Mgmt. Bill Mitchel, Fin. Kristina Alfaro, Logs. Ken

Tanase, Ops. Roger Lee, Plann. Ben Fu

City Staff: Katy Nomura, Clare Francavilla

Santa Clara County Fire OEM: David Flamm

Santa Clara County Fire Community Education: None

Sheriff Office: Cptn. Rich Urena

Business Partners: Pam Reed of The Forum, Jaime Hurtado of WVCC

Citizen Corps Volunteers: Bob Cascone, Ken Foot, Judy Halchin, Richard Stevens, Steve Hill,

### ORAL COMMUNICATIONS

During this portion of the meeting community members may address the Council on any relevant matter. Speakers may be limited to three (3) minutes. In most cases, state law will prohibit the commission from making decisions with respect to matters not previously identified on the agenda.

Bob Cascone- gave an update about the PG&E electrical power shutdown process, advising that County OEM and Cupertino OES are involved in the upcoming process development.

### Review of Minutes-

*Minutes adopted*

### REPORTS/UPDATES

#### A. County Fire OEM-

- a. David Flamm, commented on the progress of Cupertino's EOP, Crisis Communication Annex is being worked on, staffing two positions should be filled soon and if approved a new Hazard Mitigation position will be added with grant funding,
- b. CERT- signed training document completed with Cupertino, refresher and Academy for 2019 addition expanded training may be offered in 2020

- c. Training-OEM hosted training calendar is posted in the weekly OEM update

**B. County Fire Public Education- None**

- C. Cupertino OES- Clare F., Emergency Operations Plan update and proposed date to City Council is June 18<sup>th</sup>, City staff DSW and EOC section training is in progress, June 22 is the Emergency Preparedness Fair

**D. Cupertino Citizen Corps- Ken E.,**

- a. Reports presented for CARES, CERT and MRC

- E. Public Works Update- Roger L., Reported on the huge oak tree that fell due to “sudden limb drop”; no injuries

- F. CERT San Jose- Skip S., updated us about San Jose CERT program restarting, Academy starts June 8

**NEW BUSINESS**

- a. Discussion of New City Manager- Ken E., Deborah Feng will be starting as new City Manager/Director of Emergency Services June 7,
- b. Presentation of City of Cupertino Emergency Plan- Ken F., presented an overview of the Emergency Operations Plan to recommend approval by City Council- Approved
- c. Discuss reassigning authority of Citizen Corps Calendar approval by City Manager, Director of Emergency Services-Ken E., discussed that this would allow approval of activation activities on as needed basis, which would have no down side and is in compliance with State guidelines.

**OLD BUSINESS**

- a. Update on Disaster Council Ordinance- Katy N., announced actions for Disaster Council to comply with current ordinance, announced membership
- b. Citizen Corps Training Calendar approval- Approved

**ANNOUNCEMENTS**

- a. Next meeting: Thursday, November 21, 2019, 2:00 PM to 3:30 PM, City Hall

**ADJOURNMENT**

- a. Adjourned at 3:05 PM

Minutes prepared by:

Ken Ericksen  
Cupertino OES

In compliance with the Americans with Disabilities Act (ADA), anyone who is planning to attend the next 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, 48 hours in advance of the meeting to arrange for assistance. 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. Also upon request, in advance, an assistive listening device can be made available for use during the meeting.

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 portion of the meeting. Please limit your comments to three (3) minutes or less.