

CUPERTINO DISASTER COUNCIL  
DRAFT MEETING MINUTES  
**Thursday, August 19, 2021, 2:00 p.m.**  
**Teleconference meeting without a physical location**

**CALL TO ORDER**

Chair Greg Larson called to order the meeting of the Cupertino Disaster Council at approximately 2:02 p.m. on Thursday, August 19, 2021 via teleconference.

**ROLL CALL**

Disaster Council Members Present: Interim City Manager Greg Larson  
Council Member Hung Wei  
Kristina Alfaro, Director of Administrative Services  
Benjamin Fu, Director of Community Development  
Bill Mitchell, Director of Innovation and Technology  
Joanne Magrini, Director of Parks and Recreation  
Jimmy Tan, Assistant Director of Public Works

Disaster Council Members Absent:

Staff Present: Katy Nomura, Assistant to the City Manager  
Thomas Chin, Emergency Manager  
Ken Ericksen, Citizen Corps Coordinator

Others Present Virtually: Mike Mathiesen, Battalion Chief, Santa Clara County Fire Department  
Tyler Mortenson, Battalion Chief, Santa Clara County Fire Department  
Dana Reed, Santa Clara County Office of Emergency Management

Members of the Public

**APPROVAL OF MINUTES**

1. Subject: Approve May 20, 2021 Minutes  
Recommended Action: Approval of the May 20, 2021 Minutes

Vice Chair Councilmember Wei motioned to approve the minutes for the May 20, 2021 meeting; Bill Mitchell seconded the motion. Ayes: Alfaro, Fu, Mitchell, Magrini, and Wei. Noes: None. Abstain: Larson and Tan. Absent: None.

## ORAL COMMUNICATIONS

NONE

## WRITTEN COMMUNICATIONS

NONE

## OLD BUSINESS

2. Subject: COVID-19 Report

Recommended Action: Receive report on COVID-19 response and recovery

Thomas Chin, Emergency Manager, delivered an update on COVID-9 response and recovery including coordination with the County of Santa Clara. Countywide there are 128,454 cases and a 315 7-day average. In Cupertino, there are 1,060 cases by zip code, and 1,072 cases by city

- As reported August 17, 2021, to City Council – 1,035 by zip code and 1,047 by City
- Approximately 106 new cases in Cupertino over the last month
- City of Cupertino remains the lowest jurisdiction based on case rate per 100,000 residents

Thomas Chin described the availability of third doses of Pfizer or Moderna vaccine for immunocompromised individuals.

Thomas Chin provided an update on the face covering mandate in Santa Clara County and the reopening plans for the City of Cupertino.

Disaster Council members asked clarifying questions.

## NEW BUSINESS

3. Subject: ZoneHaven Evacuation Program

Recommended Action: Receive a report on the ZoneHaven Evacuation program for Santa Clara County

Thomas Chin, Emergency Manager, introduced Battalion Chief Mike Mathieson and Battalion Chief Tyler Mortenson to present a report on ZoneHaven Evacuation platform.

Disaster Council members asked clarifying questions and discussed the document.

Members of the public were present, but none offered any questions or concerns.

## STAFF AND COMMITTEE REPORTS

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

- a. Office of Emergency Management
- b. Community Education

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

a. Director Dana Reed, Santa Clara County Office of Emergency Management provided an update on emergency management activities including training, planning, and response. Director Reed covered specifics on ZoneHaven funding, Countywide COVID-19, Hazard Mitigation Grant Program, Public Safety Power Shut Off (PSPS), and Wildfire response and preparedness.

Director Reed described the County's intent to pursue Emergency Management Accreditation Program with a goal of completion by 2024.

Director Reed shared a progress update on the new location for the County's Office of Emergency Management and Emergency Operations Center.

Disaster Council members asked clarifying questions.

b. Gracie Hernandez, Community Education Specialist, Santa Clara County Fire Department provided a report on available training programs. The classes include Community Emergency Response Team (CERT) refresher training, Home Ignition Zone, Senior Series training, and the Listos Program.

Disaster Council members asked clarifying questions.

5. Subject: City of Cupertino Office of Emergency Management

Recommended Action: Receive report by the City of Cupertino OES liaison

Thomas Chin delivered a report on current activities within the City for disaster response. Thomas Chin covered items including National Night Out on August 3, 2021. Through the Block Leader Program, Neighborhood Watch, Cupertino Emergency Response Team, Medical Reserve Corps, and Cupertino Amateur Radio in Emergency Services, volunteers hosted 39 neighborhood events reaching an estimated 670 households, 944 adults, and 433 youth in the community.

Thomas Chin described two grant submissions under Hazard Mitigation at the Request for Information stage and continue to work with California Office of Emergency Services to move on to FEMA.

Thomas Chin further detailed upcoming events including Emergency Operations Center Training and the Public Safety Forum on October 21, 2021.

Disaster Council members asked clarifying questions.

6. Subject: Report by Citizen Corps

Recommended Action: Receive report by the Citizen Corps liaison

Ken Ericksen, Citizen Corps Coordinator, provided an update on Cupertino Citizen Corps activities, exercises, and planning. Ken described in detail the upcoming Volunteer Management Annex including the additional programs of Block Leaders and Neighborhood Watch.

Jim Oberhofer, Cupertino Amateur Radio Emergency Services (CARES) volunteer, provide a specific update on CARES activities including exercises and training. Councilmember Hung Wei will be invited to the next exercise opportunity.

Disaster Council members asked clarifying questions.

7. Next Meeting: November 18, 2021, in the EOC at City Hall, Cupertino, California 95014 or virtually depending on conditions.

## **FUTURE AGENDA SETTING**

## **ADJOURNMENT**

Chair Larson adjourned the meeting at 3:15 p.m.

Minutes prepared by:  
Thomas Chin  
Cupertino Office of Emergency Management