

**Town of Fairfax
Citizens Disaster Council**

**Friday, March 14, 2008
10:00 a.m.
Youth Center
16 Park Road**

Minutes

In attendance: Mary Ann Maggiore, Mayor; Michael Rock, Town Manager; Maria Baird, Community Resources Coordinator; Ken Hughes, Police Chief, Cynthia Powell, Police Dept., Craig Carroll, Sid Jamotte, Ross Valley Fire Dept; Bob Wheeler, Red Cross, Gail Weimann, Fairfax Library, Bruce Stahley, OES, Jon Marchant, Paula Schulz, Natural Hazards Mitigation

Mayor Maggiore convened the meeting at 10:00 a.m. The January 25th minutes were approved.

1. **Board Member Reports**-Cynthia announced the Town's Emergency Operations Center was finished. She also reported that MEANS (the emergency telephone notification system) is now capable of adding cellular phone numbers to its database. Mary Ann requested that Council member phone numbers be added to the MEANS Business Notification List to keep them apprised of what information the Police Dept. is sending out to the merchants. Bruce reported on October 23rd there is a County-wide preparation exercise.
2. **Protocol for sounding the Town siren**-Michael reported the criteria for sounding the Town siren in the case of flooding is the flood gage level that monitors the creek. He reported there will be a meeting with neighboring towns of San Anselmo and Ross, because often sirens are heard across town borders. The first siren is sounded as a warning sign. The second siren means that flooding is imminent, and residents should evaluate whether they need to take immediate action. There will be an upcoming drill for Town employees.
3. **Update on magnets to inform residents of emergency preparations**-Maria distributed draft copy for the magnet to the committee and received constructive input. It was decided to separate the project into two sections: the first would include things to do **before** disaster strikes- and would take the form of a postcard which the magnet would be mailed with; the second would list what to do when an emergency happens, and would be the text for the magnet. Bob distributed a similar magnet the Red Cross prepared. Maria will incorporate comments and

submit a new version at the next meeting. She also stated the magnets were cheaper than originally anticipated-about \$0.12 per magnet.

4. **CERT Update and Get Ready Program**-Craig reported the last CERT training was cancelled; the next one will be held in May. There is a third component added to the training, which takes place on the Thursday night prior to the class at the Corte Madera Fire Department. On the weekends, the class is held at College of Marin. Get Ready will gear back up again in April. On March 26th at 6:30 p.m. there is a Get Ready course offered at the Sleepy Hollow Clubhouse.

5. **Update on the Town's Flood Mitigation planning activities**-Paula distributed the internal Review Draft of the Town's Flood Mitigation Plan. She walked the Disaster Council through the document. Section 4 will be added in the near future; she will forward it to Maria who will in turn send it out to the rest of the committee. Comments are due back by April 4th. Disaster council members will submit comments to Maria, who will mail them to Paula. The follow steps will occur prior to finalizing the document:

- ***Internal review period-21 days***
- ***Public review draft-30 days (including State OES)***
- ***Final draft-Public hearing held in May***
- ***Final adoption by Town Council-June 2008***

6. **County of Marin Disaster Council & Citizens Corps Council (DC3)**- Bruce announced this group met on March 13th. Topics of discussion were PG & E's response during the January windstorms. City & town representatives were invited; Corte Madera, San Rafael & Novato officials attended. The Fairfax Disaster Council questioned how PG & E prioritized responded to communities with power failures. It was suggested that an inquiry to the PUC be made since they are the agency that regulates utility companies. Other topics at the meeting included volunteer management. DC3 determined a Task Force is needed to address this issue. A presentation will be made at the next meeting on June 12th, from 3-5 at Civic Center, Room 266. DC3 revised the Marin County Emergency Operations Plan in March 2008. The next step is the document will go to the Board of Supervisors. It is now in NIMS compliance and available for review on the County's website www.marinsheriff.org. A final report on the Cosco Busan oil spill was also made at this meeting. A proposal was made that all County employees undergo the Get Ready program, however, due to labor/union issues, it is not feasible.

7. **Next Meeting Date**-scheduled for Friday, April 18th at 10:00 a.m.

