



# STAFF REPORT

## SAUSALITO CITY COUNCIL

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### AGENDA TITLE:

City of Sausalito Disaster Preparedness-Emergency Operations Program  
Status Report for the 2nd Quarter/3<sup>rd</sup> Quarter 2010

### RECOMMENDED MOTION:

Receive and file data following review of the presentation.

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### SUMMARY

The Sausalito Police Department is prepared to address the Sausalito City Council with information regarding the progress the City of Sausalito has made in the area of Emergency Operations/Disaster Preparedness in second and third quarter of 2010.

### BACKGROUND

Since April of 2010, the City of Sausalito has taken the following actions regarding Emergency Operations and Disaster Preparedness within the City.

### TRAINING

1. On-line training has been provided to the City of Sausalito's Emergency Operations Center's personnel and their department's staff on the following subjects:
  - FEMA's Introduction to the Defense Priorities and Allocations Systems
  - FEMA's NIMS Communications and Information Management
  - FEMA's Nuclear/Radiological Incident Annex
  - FEMA's Planning for the Needs of Children in Disasters
2. The Emergency Services Manager attended the Department of Homeland Security's Scenario Based Executive Leadership Training April 13<sup>th</sup> and 14<sup>th</sup>.

### EQUIPMENT/SUPPLIES

1. Successfully tested the City of Sausalito's Emergency Broadcast System on April 15, 2010, May 31, 2010, June 4, 2010, July 31, 2010, August 3, 2010, and September 10, 2010
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2. The Emergency Services Manager requested approval from the Marin Emergency Radio Authority (MERA) to install a MERA Radio Base Station in the City's future Emergency Operations Center at Southern Marin Fire District Station #1. The MERA Radio Base Station will allow City of Sausalito Emergency Operation Center personnel to have reliable and dependable communications during times of disaster and emergencies. Emergency Operations Center personnel can have direct access to the City's law enforcement, fire, and public works personnel as well as Marin County Communications, and numerous other public safety organizations. This direct access will greatly reduce delays in vital information being transmitted to the individuals that need it most during times of crisis and will help to ensure the continuity of communications between all aspects of emergency personnel.
3. On July 27, 2010 the MERA board granted the City of Sausalito permission to install a MERA Radio Base Station in the City's future Emergency Operations Center.

#### COMMUNITY OUTREACH/MEETINGS AND ALLIED AGENCY

1. Disaster Preparedness Committee met on March 18<sup>th</sup>, April 29<sup>th</sup>, June 2<sup>nd</sup>, July 14<sup>th</sup>, August 16<sup>th</sup>, and September 8<sup>th</sup>. During these meeting the committee discussed and planned disaster preparedness training opportunity for the public as well as reviewed the City's Emergency Operations Plans (Refer to attached Disaster Preparedness Committee meeting minutes for further).
2. Disaster Preparedness Committee staffed an Information Table at the Caledonia Street Fair. Members of the Disaster Preparedness Committee passed out numerous copies of "Disaster Preparedness: A Citizen's Guide" as well as other Disaster Preparedness Information (Notification Systems, CERT, Get Ready, ETC) and encouraged members of the public to get involved in preparing their community and neighborhoods for times of disasters and emergencies. Nineteen (19) citizens of Sausalito expressed immediate interest in attending CERT/Get Ready training and several other citizens expressed interest in possibly attending training in the near future.
3. The Disaster Preparedness Committee is in the process of creating a Disaster Preparedness Awareness Day for the City of Sausalito. The date for the Disaster Awareness Day is Saturday, October 16, 2010. This event will take place on the grounds of the Bay Model. The goal of this event is to educate the public regarding disaster preparedness, encourage community members to get training in disaster preparedness, and inform them of the steps the City of Sausalito is taking in the area of Disaster Preparedness and Emergency Operations. Representatives from several organizations, public safety agencies,

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and awareness groups will be there to help educate the public and to demonstrate their capabilities in times of emergencies and disasters.

4. Distributed 300 flyers regarding the Disaster Preparedness Day to the public at the Opening Ceremonies for the Police and Fire buildings on September 11, 2010. These flyers were also distributed to the public via "In The Loop", [www.nixle.com](http://www.nixle.com), and Twitter.
5. The Disaster Preparedness Committee is also in the process of developing plans to hold smaller scale disaster preparedness events throughout several neighborhoods in Sausalito that will take place after the event at the Bay Model.
6. Entered into an agreement with "The Big Rumble" an organization that mission is to educate, empower, and prepare communities for earthquakes. "The Big Rumble" will assist the City of Sausalito in conducting Disaster Awareness Events, provide educational literature to distribute to the public, and publicize City of Sausalito Disaster Awareness events.
7. On May 6<sup>th</sup>, Spoke at the Sausalito's Woman's Club regarding the City's Disaster Preparedness-Emergency Operations Program and distributed 100 copies of "Disaster Preparedness: A Citizen's Guide" as well as information about [www.nixle.com](http://www.nixle.com) and other methods of communication that the City of Sausalito utilizes during times of emergency or disaster.
8. Wrote the article, "The City of Sausalito's Methods for Communicating Disaster Information" that was published in the May-August 2010 issue of Sausalito and its community.
9. The Sausalito Disaster Preparedness-Emergency Operations Program website has been updated with the following information:
  - Guidelines for Food Management During Emergencies/Disasters.
  - Guidelines for Water Management During Emergencies/Disasters.
  - Minutes from the Disaster Preparedness Committee's meetings from March 18<sup>th</sup>, April 29<sup>th</sup>, June 2<sup>nd</sup>, July 14<sup>th</sup>, and August 16<sup>th</sup>.
  - The article, "The City of Sausalito's Methods for Communicating Disaster Information" from the magazine Sausalito and its community.
  - The Disaster Preparedness Awareness Day Flyer
10. Provided the public with information regarding the Marin Disaster Readiness Conference 2010 via [www.nixle.com](http://www.nixle.com), "In the Loop", Twitter, and through the Chamber of Commerce. The Marin Disaster Readiness Conference was a free training opportunity for members of the public to get ready and prepared for a disaster.

11. Provided awareness information to the public regarding the Disaster Preparedness-Emergency Operations website via [www.nixle.com](http://www.nixle.com) and Twitter.
12. Creation of a Disaster Preparedness-Emergency Operations telephone line (415-289-4172) in which citizens can call and ask questions, obtain information, or scheduled a meeting with the Emergency Services Manager.
13. The following meetings regarding Emergency Operations/Disaster Preparedness have been attended:
  - July 1, 2010. Meet with representatives from the Marin County Sheriff's Office of Emergency Services and the Marin County Sheriff's Office's Communications Division regarding planning the 2010 City of Sausalito Emergency Operation Center Training Exercise.
  - July 11, 2010. Telephone meeting with Mill Valley's Emergency Services Manager regarding their STEP's evacuation program.
  - July 27, 2010. Attended Marin County Emergency Managers Quarter Meeting in San Rafael.
  - July 27, 2010. Meet with the Mill Valley Fire Chief and discussed the City of Mill Valley's STEP's evacuation program.
  - August 12, 2010. Meet with representatives from the Marin County Sheriff's Office of Emergency Services regarding planning the 2010 City of Sausalito Emergency Operations Center Training Exercise.
  - August 18, 2010. Meet with Homeland Security/Public Safety Consultant regarding planning the 2010 City of Sausalito Emergency Operations Center Training Exercise.
  - September 2, 2010. Met with Homeland Security/Public Safety Consultant regarding planning the 2010 City of Sausalito Emergency Operations Center Training Exercise and the personnel structure of the City's Emergency Operation's Team.

#### FUTURE PLANS

1. Continue community outreach/education.
2. Continue to assist in the design/equipping of the future Emergency Operations Center.
3. Continue to look for grant funding opportunities to purchase equipment for the future Emergency Operations Center.
4. Continue to provide training to Sausalito Emergency Operation Center personnel.

5. Emergency Services Manager to attend Incident Command System instructor school which will allow him to teach the ICS series of classes to City employees.
6. Senior Sausalito Emergency Operations Center personnel will be attending a County Wide EOC exercise regarding leadership during emergencies/disasters on November 3, 2010.
7. With the assistance of the Marin County Sheriff's Office of Emergency Services, Marin County Sheriff's Communication's Division, and a Homeland Security/Public Safety Consultant, a functional training exercise is being developed for Sausalito Emergency Operation Center personnel. The date for this exercise is November 22, 2010.

## STAFF RECOMMENDATIONS

Receive and file this information.

## ATTACHMENTS

1. Disaster Preparedness Committee Meeting Minutes (March 18<sup>th</sup>, April 29<sup>th</sup>, June 2<sup>nd</sup>, July 14<sup>th</sup>, and August 16<sup>th</sup>).
2. PowerPoint Presentation.

### PREPARED BY:



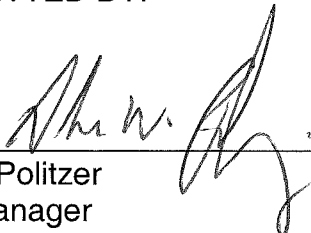
William R. Fraass  
Sergeant  
Emergency Services Manager

### REVIEWED BY:



Scott Paulin  
Chief of Police

### SUBMITTED BY:

  
Adam Politzer  
City Manager



# CITY OF SAUSALITO

DISASTER PREPAREDNESS – EMERGENCY OPERATIONS PROGRAM

*“Preparing and Protecting our Community”*

## DISASTER PREPAREDNESS COMMITTEE MINUTES FROM MEETING 3-18-2010

Present: Committee Members David King, Rene Steinhauer, Tom Perazzo, Southern Marin Fire Battalion Chief Matt Barnes, and Sausalito Police Sergeant/Emergency Services Manager Bill Fraass.

Absent: Committee Member Bonnie MacGregor, Bay Model Manger Chris Gallagher, and City Council Liaison Herb Weiner.

All members of the Disaster Preparedness Committee were advised of this meeting via e-mail on Monday, February 22, 2010.

Start of Meeting 6:05 PM

### 1. Welcome

Sgt Fraass welcomed all the members of the Committee and thanked them for volunteering their services to the City for the two-year commitment.

### 2. Introductions

All members present introduced themselves and explained their experiences in disaster preparedness and emergency operations.

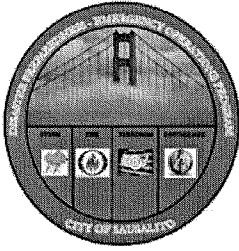
### 3. Role of Disaster Committee

Sgt Fraass explained to the members the role and purpose of the Disaster Preparedness Committee:

*The purpose of the Committee is to review and recommend changes to the City's Disaster Plan; provide recommendations to the City Council on disaster preparedness programs; and encourage public education and participation in disaster preparedness activities.*

### 4. Review of Disaster Preparedness-Emergency Operations Recent Accomplishments

- a. Emergency Operations Plan- The City of Sausalito's Emergency Operations Plan was explained to Committee members. Members were provided with a copy of the City of Sausalito's Emergency Operations Plan and were asked to familiarize themselves with it for future review and recommendations.
- b. City of Sausalito Staff Reports Regarding Disaster Preparedness-Emergency Operations Program- In order to educate the members regarding the process of the City's Disaster Preparedness-Emergency Operations Program over the last



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year and a half, members were provided with all the staff reports documenting the accomplishments of the program. Several of the accomplishments (i.e. enhanced Citizen communication methods, creation of the Disaster Preparedness-Emergency Operations Program’s website, etc) were discussed.

### 5. Current Projects

- a. D.A.R.T (Disaster Assistance Response Teams) Proposal- The concept of the proposed D.A.R.T program was discussed. The members of the Disaster Committee support this citizen auxiliary unit and in a unanimous vote among those present, recommend that the City of Sausalito create the D.A.R.T program.
- b. City Evacuation-Tsunami/Tidal Wave Protocol Proposal- This proposal was discussed and the Committee members were advised of the importance for the existence of this protocol.

### 6. Future Plans/Goals

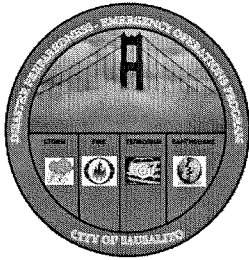
- a. Citizen Survey – In a unanimous vote of those present, the committee members recommend that a citizen survey be conducted in order to evaluate the performance of the City's Disaster Preparedness-Emergency Operations Program as well as identify those areas of concern to the community. Survey questions were discussed and a set of six (6) survey questions were agreed to. The recommended survey will be submitted to the City.
- b. Disaster Preparedness/Awareness Event: Committee members discussed the need for a Disaster Preparedness/Awareness Event for the community. Members will be considering the logistical aspects of an event and this item will be discussed in further detail at the next Disaster Preparedness Committee meeting.

### 7. Adjournment- 7:00 PM

Next Meeting: Thursday, April 29, 2010 at 6PM  
Location: Sausalito City Hall Conference Room  
420 Litho St, Sausalito, Ca 94965

Meeting Agendas will be sent to members of the Committee during the week of April 18-24<sup>th</sup>.  
Members who want items added to the agenda, please contact Sgt. Fraass no later than April 18<sup>th</sup>.

*Lee*  
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## DISASTER PREPAREDNESS COMMITTEE MINUTES FROM MEETING 4-29-2010

Present: Committee Members Bonnie MacGregor, Bill Patterson, and Tom Perazzo, Southern Marin Fire Chief Jim Irving, Sausalito Police Sergeant/Emergency Services Manager Bill Fraass, Bay Model Manager Chris Gallagher, and City Council Liaison Herb Weiner. One person, from the public, Jennifer Flynn of the Sausalito Woman’s Club, was also present.

Absent: Committee Members Dave King and Rene Steinhauer, both out of state on business.

All members of the Disaster Preparedness Committee were advised of this meeting in person during the Disaster preparedness Committee Meeting on March 18, 2010 and via e-mail on March 21, 2010, April 2, 2010, and April 21, 2010.

Start of Meeting 6:08 PM

### 1. Welcome

Sergeant Fraass welcomed all the members of the Committee and thanked them for volunteering their services to the City for the two-year commitment.

### 2. Introductions

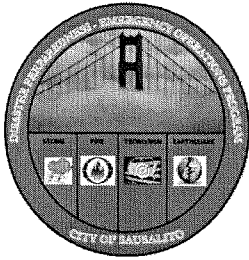
All members that were not present during the initially meeting on March 18, 2010, introduced themselves and explained their experiences in disaster preparedness and emergency operations.

Sergeant Fraass explained to the members attending their first meeting, the role and purpose of the Disaster Preparedness Committee:

*The purpose of the Committee is to review and recommend changes to the City's Disaster Plan; provide recommendations to the City Council on disaster preparedness programs; and encourage public education and participation in disaster preparedness activities.*

3. Review of Disaster Preparedness-Emergency Operation’s Program accomplishments in the 4<sup>th</sup> Quarter 2009/1<sup>st</sup> Quarter 2010.
4. Disaster Preparedness Committee Discussion regarding the City of Sausalito’s Emergency Operations Center’s Resource Guide.
5. Discussion regarding Disaster Preparedness Event for City.





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Members present spoke to the need for both a single city wide event and individual events like the block parties that were held in the past. A majority agreed that the first event should be citywide and centralized. After the citywide event, individual ones throughout the community will follow at a later date. It was suggested that April and October should be the months the events should be held due to those being the anniversaries of the 1906 Earthquake and Fire and the Loma Prieta Earthquake. Those months are also set aside for Disaster Preparedness, Fire Prevention and other safety related campaigns.

Tom Perazzo, Bonnie MacGregor, and Herb Weiner will be the organizing committee for the first citywide event. They will contact Big Rumble for their participation.

### 6. Future Plans

- a. D.A.R.T (Disaster Assistance Response Teams) Proposal- The concept of the proposed D.A.R.T program was discussed regarding its relationship with the existing C.E.R.T (Citizen Emergency Response Teams) program. D.A.R.T is an auxiliary unit of professionals from emergency services professions (law enforcement, fire, medical, and military) that would compliment the C.E.R.T program.
- b. Citizen Survey – The Disaster Preparedness Committee were informed that the previously recommended citizen survey had been submitted to the City of Sausalito’s administration. The survey is currently being reviewed by the City.

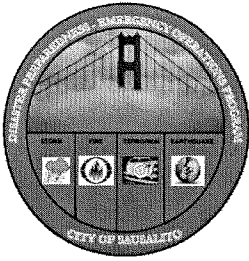
### 7. Open Forum

Caledonia Street Fair: The Disaster Preparedness Committee will staff an information table during this event. Sergeant Fraass will contact Sausalito Parks & Recreation and reserve a table adjacent to VIPS, CERT, and Get Ready. Councilperson Weiner will look for give-aways. Sergeant Fraass will ask Committee Members King and Steinhauer to organize the committee’s activities for this event.

The Disaster Preparedness Committee also felt that there should be a map indicating the locations of the four (4) C.E.R.T Division’s in Sausalito at the information table during the Caledonia Street Fair. There will be a sign up list at the table for those community members that are interested in further Disaster Preparedness training.

The Disaster Preparedness Committee and the Disaster Preparedness-Emergency Operations Program will distribute information regarding the Marin Disaster Readiness Conference 2010 to the public. This Disaster Preparedness Training opportunity will be held in Novato and is being hosted by the Marin Interagency Disaster Coalition. This information has already been distributed via “In the Loop”

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and will also be distributed via [www.Nixle.com](http://www.Nixle.com) and through the Chamber of Commerce.

8. Adjournment- 7:20 PM

Next Meeting:           Wednesday, June 2, 2010 at 6PM  
                                  Location: Sausalito City Hall  
                                  420 Litho St, Sausalito, CA. 94965

Meeting Agendas will be sent to members of the Committee during the week May 23<sup>rd</sup>-29<sup>th</sup>.  
Members who want items added to the agenda, please contact Sgt. Fraass no later than May 23<sup>rd</sup>.



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DISASTER PREPAREDNESS – EMERGENCY OPERATIONS PROGRAM

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## DISASTER PREPAREDNESS COMMITTEE MINUTES FROM MEETING 06-02-2010

Present: Committee Members, Bill Patterson, and Tom Perazzo, Southern Marin Fire Chief Jim Irving, Sausalito Police Sergeant/Emergency Services Manager Bill Fraass, Bay Model Manager Chris Gallagher, City Council Liaison Herb Weiner, and Debbie P. One person, from the public, Pat Howe, SM CERT Division Supervisor was also present.

Absent: Committee Members Bonnie MacGregor, Dave King and Rene Steinhauer.

All members of the Disaster Preparedness Committee were advised of this meeting in person during the Disaster preparedness Committee Meeting on April 29, 2010 and via e-mail on May 28, 2010.

Start of Meeting 6:05 PM

1. Welcome

Sergeant Fraass welcomed and thanked everyone present for attending the meeting.

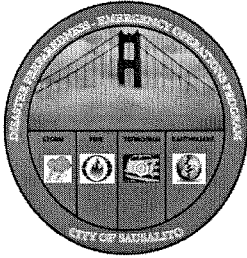
2. Caledonia Street Fair Disaster Preparedness Booth Activity Report

Sergeant Fraass reported on the booth and thanked the members, Bonnie MacGregor, Chris Gallagher, and Tom Perazzo, for their help with setting up and manning the booth. He reported that we had over a 100 visitors and gave out a good number of handouts and referred a number of people to the city website, who did not want hard copy of the material presented. A good number of visitors to the table signed up to be contacted for future CERT and/or Get Ready Classes. A copy of the list was given to Chief Irving. We had a number of questions regarding the CERT Divisions and referred those visitors to the maps and informed them of the information on the SMFD website.

He also reviewed the various methods for getting the word out including nixie. He will be working to get SMFD on board the system.

We also covered the upcoming “Ready, Set, Go” Program that was to be rolled out by the Marin County Fire Department and all the local fire departments on June 3<sup>rd</sup>.

3. Chief Irving and City Clerk Pagliaro spoke on Vegetation Management and Education. A \$10,000 budget has been appropriated to do vegetation management in Southern Marin. SMFD and the City of Sausalito asked the DPC to do some public education on the subject. The use of public pathways and stairs in Sausalito as a part



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of wild fire evacuation routes was discussed. Dorothy Gibson has been working on a list of them and Sausalito Public Works will be upgrading a number of them over the next 6-9 months. It was agreed that we should get Mill Valley’s Plan/Guide and use it to develop our own pathways and stairs evacuation guide for public education. Once ready we can use In The Loop and other city publications to educate residents.

#### 4. Discussion regarding Upcoming Disaster Preparedness Event for the City

The “Big One” Disaster Campaign is scheduled for October 17<sup>th</sup>. The DPC felt October 16<sup>th</sup> would be a good date for our city event. Tom Perazzo will prepare and outline for the next meeting for the event. The committee thought it might be a good idea to have a demonstration garden showing drought and fire resistant vegetation. We will need to contact a local nursery, such as Sloat, to see if we can get one of them to sponsor and build one for the event.

#### 5. Future Plans

The committee felt the demonstration garden could be moved after the event to another location like around city hall so it could be on display year round. This also may be an item we could use for a grant request from the Sausalito Art Festival. Chris Gallagher and Herb Weiner said they hear there was a community group that was also looking to have a community garden and we should see if we could work with them also for the demonstration garden.

The committee felt we should also plan for the community neighborhood disaster meetings, like those held a few years ago, to be held in April 2011.

#### 6. Open Forum

None.

#### 7. Adjournment: 7:15 PM

Next Meeting: Wednesday, July 14, 2010 at 6PM  
Location: Sausalito City Hall  
Edgewater Senior Center  
420 Litho St, Sausalito, CA. 94965

Meeting Agendas will be sent to members of the Committee during the week of July 4<sup>th</sup>-10<sup>th</sup>. Members who want items added to the agenda, please contact Sgt. Fraass no later than July 6<sup>th</sup>.



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### **DISASTER PREPAREDNESS COMMITTEE MINUTES FROM MEETING 07-14-2010**

Present: Committee Chair - Sausalito Police Sergeant/Emergency Services Manager Bill Fraass; Committee Members, Bill Patterson, Dave King, Tom Perazzo, Bay Model Manager Chris Gallagher, Southern Marin Fire District Representative Firefighter/Paramedic Larry Yoell; and City Council Liaison Herb Weiner. Also attending was Councilmember Carolyn Ford.

Absent: Committee Members Bonnie MacGregor and Rene Steinhauer.

All members of the Disaster Preparedness Committee were advised of this meeting in person during the Disaster preparedness Committee Meeting on June 02, 2010 and via e-mail at least one week before the meeting.

Start of Meeting 6:05 PM

1. Welcome

Sergeant Fraass welcomed and thanked everyone present for attending the meeting.

2. Sausalito Steps Evacuation Program:

Sergeant Fraass reported that he has been playing “phone tag” with the Mill Valley Program Manager. He reported they have a very successful program and run an annual evacuation training drill. If the City decides to create such a program, once it is developed VIPS and SMFD CERTS could play a vital role in training community members as well as assisting during training events or actual evacuations.

3. Disaster Preparedness Day:

Tom Perazzo introduced a list of agencies, groups, and businesses that should be invited to join in the event. Those present added to the list and also suggested liaisons and contacts. Sergeant Fraass said we should name a Public Information Officer at the next meeting that could contact the IJ, Scope, Chronicle and other new agencies. Sergeant Fraass will put together a media package draft before the next meeting.

4. Future Plans:

Sergeant Fraass will be making a presentation to the City Council in the upcoming months regarding the Committee’s work to date and his activities as Emergency Services Manager.

5. Open Forum:

Water Tanks: Council Member Herb Weiner spoke about the importance if resident storing own water and the City storing water for both emergency responders and residents. Herb suggested caches in parks. Sergeant Fraass spoke to the lack of security in parks and the homeless that might use the store materials. Larry Yoell suggested that the caches be mobile

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so they could be stored in secured locations and taken where needed, and Red Cross would also have water supplies to handle shelters. This is a subject that can be introduced at the Disaster Preparedness Day and neighborhood groups could do their own.

Evacuations for San Francisco: Council Member Herb Weiner asked in there were any formal plans to handle evacuees from SF should there be another 1906 size earthquake. Sergeant Fraass said that that would come from SF OES to the State OES to the County OES and then to us. It's a state and regional plan item.

Sausalito CERT Divisions: Council Member Herb Weiner asked about how many divisions and captains there were in Sausalito. SMFD Larry Yoell said 4 and they are listed on the SMFD website. Herb suggested that there could be neighborhood blocks under each division. A meeting was suggested where SMFD, Sausalito CERT Division Supervisors and Herb Weiner could talk about it.

CERT Division Radios: There are some issues with radios for the various divisions. High band and other means are being looked into by SMFD. Sausalito EOC will need to have several of the same radios once the type is picked and purchased.

SMFD CERT Divisions BBQ: There will be a BBQ for the Divisions on August 14<sup>th</sup> at MLK. All are invited to attend.

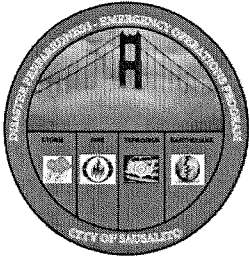
Open House AT PD and FD Stations: Set for July 29<sup>th</sup> at 10AM.

6. Adjournment: 7:30 PM

Next Meeting: Monday, Aug. 16, 2010 at 6PM  
Location: Sausalito City Hall Conference Room  
420 Litho St, Sausalito, CA. 94965

Meeting Agendas will be sent to members of the Committee during the week of August 9, 2010.

Members who want items added to the agenda, please contact Sgt. Fraass no later than August 9, 2010.



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## DISASTER PREPAREDNESS COMMITTEE MINUTES FROM MEETING 08-16-2010

Present: Committee Chair - Sausalito Police Sergeant/Emergency Services Manager Bill Fraass; Committee Members, Bill Patterson, Tom Perazzo, Southern Marin Fire District Chief Irving; and City Council Liaison Herb Weiner.

Absent: Committee Members Bonnie MacGregor, Dave King, and Rene Steinhauer.

All members of the Disaster Preparedness Committee were advised of this meeting in person during the Disaster preparedness Committee Meeting on July 14, 2010 and via e-mail at least one week before the meeting.

Start of Meeting 6:05 PM

1. Welcome

Sergeant Fraass welcomed and thanked everyone present for attending the meeting.

2. Disaster Preparedness Awareness Day:

Tom Perazzo reviewed the list of participants and there were several additions and several committee members to assignments. Logistics for the event were discussed as well as event planning and development.

3. Sausalito Steps Evacuation Program:

Sergeant Fraass reported that he had contacted the Mill Valley Program Manager. Their Park and Rec Dept. is responsible for the program. Additional information is forthcoming. There are many legal and physical issues that will need to be reviewed. Once the program is completed there will be a need for public education and drills. The development of a Steps Evacuation Program is multi-faceted and takes a lengthy time commitment. Often it takes years to plan/develop/construct/educate/train/implement.

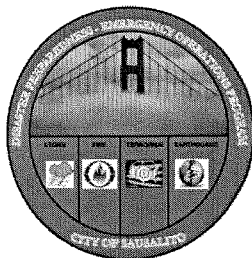
4. Future Plans:

Sergeant Fraass reported that there will be a City EOC Drill in November as well as a county wide drill the same month. These drills will be covered in detail during Sergeant Fraass' quarterly update to the City Council and Program Status Staff Report.

5. Open Forum:

None.

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6. Adjournment: 7:10 PM

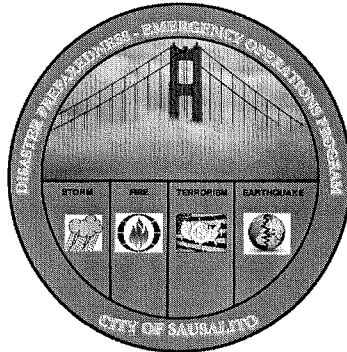
Next Meeting: Wednesday, Sept. 8, 2010 at 6PM  
Location: Sausalito Fire Station- EOC/Conference Room  
420 Litho St, Sausalito, CA. 94965

Meeting Agendas will be sent to members of the Committee during the week of 9-3-10

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# CITY OF SAUSALITO DISASTER PREPARDNESS UPDATE



Presented by:  
**Sergeant William R. Fraass**  
Emergency Services Manager  
Sausalito Police Department

IN THIS PRESENTATION WE WILL BRIEFILY REVIEW THE ACCOMPLISHMENTS THE CITY OF SAUSALITO HAS MADE IN DISASTER PREPARDNESS DURING THE PERIOD OF April 6, 2010 TILL September 7, 2010 IN THE AREAS OF:

- **Training**
- **Equipment/Supplies**
- **Community Outreach/Meetings**
- **Future Plans**

FOR A COMPLETE AND DETAILED LIST OF ALL THE ACCOMPLISHMENTS ACHIEVED PLEASE REFER TO THE STAFF REPORT WHICH HAS BEEN SUBMITTED

## TRAINING

- On-line internet training from the Federal Emergency Management Agency has been provided to the City of Sausalito's EOC personnel in the following subjects:
  - Introduction to the Defense Priorities and Allocations Systems.
  - NIMS Communications and Information Management.
  - Nuclear/Radiological Incident Annex
  - Planning for the Needs of Children in Disasters.

## EQUIPMENT

- Requested and received approval from the Marin Emergency Radio Authority (MERA) to install a MERA Radio Base Station in the City's New Emergency Operations Center. This radio station will allow Emergency Operation Center personnel to have reliable and dependable communication during times of disasters and emergencies. This will also provide direct access to the City's law enforcement, fire, and public works personnel as well as Marin County Communications and numerous other public safety organizations in the County.

## COMMUNITY OUTREACH/MEETINGS

- The Disaster Preparedness Committee met on March 18<sup>th</sup>, April 29<sup>th</sup>, June 2<sup>nd</sup>, July 14<sup>th</sup>, August 16<sup>th</sup>, and September 8<sup>th</sup>.
- The Disaster Preparedness Committee staffed an information table at the Caledonia Street Fair. Distributed numerous items of literature on disaster preparedness as well as recruiting members of the Sausalito Community for CERT/Get Ready training.
- The Disaster Preparedness Committee is planning a Disaster Preparedness Day for the city of Sausalito on October 16, 2010. The event will take place on the grounds of the Bay Model. The goal of this event is to educate the public regarding disaster preparedness day, encourage community members to get training in disaster preparedness, and inform them of the steps that the City of Sausalito is taking in the are of Disaster Preparedness and Emergency Operations. Representatives from several organizations, public safety agencies, and awareness groups will be there to help educate the public and to demonstrate their capabilities in times of emergencies and disasters.

## COMMUNITY OUTREACH/MEETINGS

- Disaster Preparedness Committee is planning to hold smaller scale disaster preparedness event throughout several neighborhoods after the Disaster Preparedness Awareness Day.
- Emergency Services Manager spoke at the Sausalito Woman's Club regarding the City's Disaster Preparedness-Emergency Operations Program and distributed 100 copies of "Disaster Preparedness: A Citizen's Guide" as well as information about Nixle.com and other methods of communication the City utilizes during times of emergencies or disasters.
- Entered into an agreement with "The Big Rumble" an organization that mission is to educate, empower, and prepare communities for earthquakes. "The Big Rumble" will assist the City of Sausalito in conducting Disaster Awareness Events, provide educational literature to distribute to the public, and publicize City of Sausalito Disaster Awareness events.
- Created a Disaster Preparedness-Emergency Operations telephone line (415-289-4172) in which citizen can call and ask questions, obtain information, or scheduled a meeting with the Emergency Services Manager.

## COMMUNITY OUTREACH/MEETINGS

- Utilized community flyers, "In The Loop", Nixle.com, and Twitter in order to inform the community of the City's Disaster Awareness Day, the Marin Disaster Readiness Conference, the City of Sausalito's Disaster Preparedness Emergency Operations website, and the availability of the Emergency Services Manager for public meetings.
- The Sausalito Police Department's Disaster Preparedness website was updated with information regarding food management during emergencies, water management during emergencies, the minutes from the Disaster Preparedness Committee meetings (March-August), the article "The City of Sausalito's Methods for Communicating Disaster Information, and the flyer for the Disaster Preparedness Awareness Day.

## FUTURE PLANS

- Continued community outreach and education through meetings with the public, press releases, and educational flyers.
- Monthly tests of the Emergency Broadcast System to ensure the system is functioning properly.
- Further training for City personnel.
- Continue our efforts in designing/funding/equipping of the Emergency Operations Centers.
- Senior Members of the Sausalito EOC will be participating in a County wide EOC exercise regarding leadership during emergencies/disasters on November 3, 2010.
- With the assistance of the Marin County Sheriff's Office of Emergency Services, Marin County Sheriff's Communications Division, and a Homeland Security/Public Safety Consultant, a functional training exercise is being developed for Sausalito EOC personnel. The date for this exercise is November 22, 2010.

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