

**Sonoma County Operational Area
Emergency Council**



Thursday, May 16, 2024

10:00 – 12:00

In Person

City of Santa Rosa, Utilities Field Operations
Santa Rosa, CA

MEETING MINUTES DRAFT

Attendance – Council Members

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| Chair David Rabbit | Christina Rivera, Sonoma County CEO | Jeff DuVall, Director, Department of Emergency Management (DEM) |
| Angela Struckmann, Director of Human Services | Neil Bregman, City of Santa Rosa | Kristina Owens, Town of Windsor |
| Johannes Hoevertsz, Director of Public Infrastructure | Leland Montell, American Red Cross | Tennis Wick, Director of PRMD |
| Tina Rivera, Director of Health Services | Dawn Carter, SRJC | Dan Fruchey, Director of ISD |
| Tom Jordan, City of Petaluma | Chief Ben Nicholls, Cal Fire | Mike Droszcz, Cal OES |
| Melissa Valle, Interim Director of the Office of Equity | Adam Strongman, City of Rohnert Park | Intentionally left blank |

Non-Council Members in Attendance

| | | |
|-----------------------|---------------------|-----------------------|
| Sam Wallis, DEM | Nancy Brown, DEM | Jorge Rodriguez, DEM |
| Sage Limpp, DEM | Sheri Lang, DEM | Andrea Strongman, DEM |
| James Cooper, DEM | Marquez Monroe, DEM | Sonja Moug, DEM |
| Sarah Finnigan, SCHSD | Bryan Ward, DEM | Manny Albano, DEM |

I. Call to Order

- a. Meeting called to order by Jeff DuVall @ 10:10 AM.
- b. Chair Rabbit welcomed everyone to the meeting, gave opening remarks including the goal of NO declared disasters this year. In the last 7 years Sonoma County has had 21 disasters, 9 of which were Federal. Chair Rabbit thanked the assembly for their work and for helping the County to be prepared.

II. Roll Call/Establish Quorum / Approve Agenda

- a. Jeff DuVall welcomed everyone to the meeting. Thanked Neil Bregman and the City of Santa Rosa for the use of their conference room. Thanked Chair Rabbit for his attendance.
- b. Jeff announced to the assembly that the meeting was being recorded via micro recorder for notes purposes only.
- c. Jeff DuVall conducted verbal and visual roll call. Quorum achieved with 17 members of the Council in attendance.
- d. Agenda and Minutes approval: No additions to the agenda from the Council members. The last Council meeting was held in December 2023. Meeting minutes were provided in the meeting package that was presented to all Council members and was available in a printed version. There were no questions or additions to the minutes.
 - o Chair Rabbit asked for approval of the current agenda and December minutes. Tennis Wick made a motion to accept the Agenda and Minutes as presented, Neil Bregman seconded the motion. Agenda and Minutes were approved unanimously.

Ayes: 17 Nays: 0

III. Old Business

- a. The only old business was the addition of the Office of Equity to the Emergency Council. The motion had passed at the last meeting so there was no need to discuss.

IV. New Business

- a. There is no new business on the agenda.

V. Presentation

- a. Director Jeff DuVall gave a presentation on Hazard Mitigation.

The Hazard Mitigation Plan is typically updated every 5 years and requires approval at the Local, State, and Federal level; with final approval coming from FEMA. Hazard Mitigation includes preparation, response, recovery, and mitigation. It is defined as a “sustained action taken to reduce or eliminate the long-term risk to life and property from hazard events. It is an on-going process that occurs before, during, and after disasters; and serves to break the cycle of damage and repair in hazardous areas.” Currently the items with the highest natural risk: Earthquake, Landslide, Wildfire.

There are three parts to Hazard Mitigation: 1. Planning Process and Community Profile, 2. Risk Assessment, 2. Mitigation Strategies.

During the approval process of Hazard Mitigation Plans, FEMA will examine previous plans and will make comparisons. They will evaluate whether the action items on previous plans have been completed. If projects have not been completed, there will be questions and if there is long-term evidence of non-completion, it could affect future funding opportunities.

Action Items: Each jurisdiction compiles a list of Action Items that are included in the Hazard Mitigation Plan. Those action items are divided into categories including “short-term” (5 years) and “Long term” (10 years.)

Jeff spoke to the fact that there are grant opportunities Pre & Post disaster events. Pre-event, the grant opportunities include mitigation – what we can do to lessen impacts of events. It has been noted that proactive spending is far more cost-effective and often helps to lessen the costs of repairs after an event. Post-event, there are grant opportunities for re-building and improvements.

We, as the people who apply for grants, need to be smarter about which commitments we choose, looking at possible side effects of the projects that we choose to put forward on our Hazard Mitigation Action Plan. We need to avoid creating expectations with community in regard to projects that are not always able to be accomplished.

- b. A general discussion was held regarding Hazard Mitigation and actions that individual municipalities have taken to help involve community and be forward thinking in regard to the projects that are proposed. The general consensus was that it would be beneficial for the Op Area to collaborate and work towards plans that will benefit all residents of the county.

VI. Director Updates

- a. The County proclaimed a local disaster in January related to Avian Influenza. The outbreak resulted in the euthanasia of more than 1.2 million birds, causing an estimated loss in excess of \$20 Million. This not only impacts the farm owner, but also the complete support network including workers, feed stores, and haulers to name just a few. The California Department of Food and Agriculture formed a multifaceted taskforce to address the problem. Many of the farmers had been reluctant to engage with government but were very pleased with the processes and the outcome. Farmers are in the process of re-populating their flocks and are working with the CDFA and the State Veterinarian. The declaration of emergency will be terminated within the next couple of months.

Emergency Management Updates

- a. James Cooper gave a brief description of Emergency Coordinator’s tasks including manning the Duty Line, Planning, Training and Exercises, Readiness & Response, and facilitating collaboration with the Operational Area partners. The Coordinators are

currently working on plans and annexes for: Coastal Incident, Wildfire Annex, Dam Failure, Airport, Cyber Attack, Recovery Operations Plan.

- b. James introduced our new Deputy Emergency Services Coordinator, Manny Albano.
- c. Sheri Lang Provided an overview of the many grants that are being managed within the department. She discussed the importance of following the guidelines for each grant, described the individual timelines, and the types of items that could be procured through the grant process. The DEM grant team handles the procurement for each grant, enabling them to ensure that the process is done correctly and that they have all of the documentation in place. Sheri is collaborating with Grants folks in other departments to start a Northern California chapter of the National Grants Management Foundation.
- d. Dr. Nancy Brown spoke about Community Preparedness and the many recent successes of the program. They have increased the number of table-top exercises that community leaders requested. Those exercises help provide valuable experience on what to do during an emergency. The department obtained a grant that brings CPR and First Aid classes to neighborhoods. Nancy and her team are working with COAD (Community Organizations Active in Disasters) on COOP (Continuity of Operations) planning "COOP in a box". These planning sessions are built to make it simple to create a plan in a short period of time. A new and exciting program is "Model EOC". This program brings high school students into the EOC for a week where they will learn about the various sections of the EOC, how they interact, and how they function. The week will wrap up with a mock activation.
- e. Sage Limpp spoke about the ongoing EOC training classes and exercises that are facilitated through the EOC. There was an Active Attacker tabletop exercise attended by approximately 70 people from 5 jurisdictions. The coordinators are working on a Tsunami tabletop exercise in conjunction with CalOES. They are also scheduled to participate in the Golden Eagle exercise on June 26. There are 3 evacuation exercises coming up: Cloverdale area, Guerneville area, and Sea Ranch area.
- f. Sam Wallis spoke regarding the Emergency Coordinators Forum. Meetings are targeted to actual practitioners, allowing them to focus on educational aspects. The meetings also allow the group to have a better idea of specific capabilities. The next meeting is in June and the topic is Wildfire.
- g. Jorge Rodriguez talked about Alert and Warning. They are updating the Alert & Warning annex. The state just released new guidelines that they are working to incorporate. DEM A & E is working to be able to better "geo-target" notifications.
- h. Sage Limpp gave an update regarding the Access and Functional Needs (AFN) committee. The group continues to grow and meets monthly. They had an After-Action Review post winter storms and are working with CalOES regarding best practices and lessons learned.
- i. James Cooper and Sarah Finnigan spoke to Mass Care and Shelter projects. Sarah is now working with the Human Services Department and will be taking over Care and Shelter. She is reaching out to municipalities to forge partnerships.

- j. Andrea Strongman talked about Transportation in an emergency situation. She is creating a new partner group and will begin meetings after County Counsel has approved their plan. They have applied for a grant for funding to create a transportation plan. Our grants analyst stated that it appears that the grant will be approved.

Council Member Comments/Updates

Jeff DuVall invited members of the Council to provide any pertinent updates for their municipality.

Petaluma – Tom Jordan reported that they had a safe and successful Butter and Eggs Day. They held Community Evacuation training, which included a TEP (Temporary Evacuation Point), they are working on an Earthquake exercise for EOC staff and will be participating in the Golden Eagle Exercise.

Santa Rosa – Neil Bregman noted that Brittany Miller has taken a position out of State. They hope to hire a replacement soon. They just finished their Damage Assessment exercise and were pleased with the functionality of the products. They are holding an evacuation exercise in the Spring Lake area in June, the Brush Creek area in August. They are planning three wildfire season exercises and a Field-to-EOC mini exercise with electeds. They are also working on a transportation study (pedestrians and bicycles) and are looking for input, especially from the AFN Community.

Johannes Hoevertsz (SPI) Interest in Board allocated funds for community projects has increased dramatically. They are currently working with Fire and Law Enforcement. SPI is also exploring GMRS radios, which may help with communications within neighborhoods during a disaster. These radios can function when there is low power and will allow texting even if there is no internet.

Windsor – they have been actively working on Outreach and Engagement modelling SoCoAlert. They have started a monthly talk series entitled “Windsor Ready” and are partnering with DEM for OnSolve/Code Red. They have created a community hotline and will hold a “Shelter in Place” exercise in September. They have found that there is not enough community understanding in regard to evacuation zones, so they are distributing new zone maps. They are also working with non-profit groups to create a resiliency hub.

Chair Rabbit called for public comments – there were none.

With no further items or comments Chair Rabbit thanked everyone for their participation and adjourned the meeting.

Adjourn 11:53 a.m.

Attachment 1: Sonoma County Emergency Council Background

Authority Established by Sonoma County Municipal Code (Chapter 10, Section 10-7).
Authorized under California Government Code (Title 2, Division 1, Chapter 7, Article 10).

Missions

1. Study, revise and recommend to the Board of Supervisors for adoption, the County/Operational Area Emergency Plan
2. Review and recommend action upon all proposed mutual aid agreements
3. Review and recommend adoption of ordinances, resolutions, and rules/regulations as may be necessary to implement the plan or mutual aid agreements.
4. Annually review goals and objectives for the county/operational area.
5. May recommend calling and conducting test exercises.
6. Approve any of county/operational area funding distribution proposals (grants) as required by CalOES.
7. Serve as Operational Area Citizen Corps Council (grant requirement)

Membership

Primarily local government agency representatives with some community organization participation (up to 33 potential members total).

Officers

The Chair of Board Supervisors serves as ex officio Chair. In their absence, the County Administrator (in their role as the County Director of Emergency Services) to serve. A member of the Department of Emergency Management serves as ex officio Secretary.

By-laws

None. County Code states: majority vote; quorum to conduct business is calculated at the time of the meeting based on the number of representatives appointed; may appoint committees.

Meeting Schedule

At least semiannually.

Attachment 2: Sonoma County Emergency Council Membership

1. The chair of the board of supervisors of the county
2. The director or designee (County Administrator)
3. The County director of the department of emergency services or designee
4. The County sheriff or designee
5. The County director of general services or designee
6. The County director of information systems or designee
7. The County director of the department of health services or designee
8. The County director of human resources or designee
9. The County director of human services or designee
10. The County director of permit and resource management department or designee
11. The County director of the department of transportation and public works or designee
12. The general manager of the Sonoma County water agency or designee
13. The Regional Manager of Coast Valleys EMS agency or designee
14. One (1) representative from each of the incorporated cities within the County, appointed from time to time by the respective city councils
23. One (1) member representing the public utilities within the County engaged in the transmission of power, gas, telephonic or telegraphic communications or other similar utility, appointed annually by the chair of the emergency council
24. One (1) member representing the public schools in the County appointed annually by the Sonoma County superintendent of schools
25. One (1) member representing the general public appointed annually by the chair of the emergency council
26. One (1) member representing the local chapter of the American Red Cross
27. One (1) representative from the California National Guard
28. One (1) representative from the U.S. Coast Guard Two Rock Training Center
29. One (1) representative from each specific state agency utilized in County's emergency response including, but not limited to, California Department of Forestry & Fire Protection (Cal- Fire), California Highway Patrol (CHP), and California Office of Emergency Services (OES)
32. One (1) representative from any signatory party of the Operational Area Agreement in force, not previously identified herewithin