

**SAN DIEGO UNIFIED DISASTER COUNCIL
MEETING MINUTES
August 16, 2018**

1. CALL TO ORDER

Kristin Gaspar called the meeting to order at 9:00 am and roll call was taken.

2. ROLL CALL

MEMBER

CARLSBAD	David Harrison
CHULA VISTA	Jim Geering
CORONADO	James Lydon
DEL MAR/ENCINITAS	Mike Stein
EL CAJON	Brian Manns
LEMON GROVE	Brian Manns
ESCONDIDO	Rick Vogt
LA MESA	Brian Manns
IMPERIAL BEACH	John French
NATIONAL CITY	Manual Rodriguez
OCEANSIDE	Rick Robinson
POWAY	Susy Turnbull
SAN DIEGO	Colin Stowell
SAN MARCOS	Brett Van Wey
SANTEE	John Garlow
SOLANA BEACH	Mike Stein
VISTA	Mike Easterling
OES	Holly Crawford

3. CALL FOR PUBLIC INPUT

There was none.

4. APPROVAL OF MINUTES

The minutes of June 21, 2018 were unanimously approved.

5. EMERGENCY OPERATIONS PLAN – Cory Osth, OES

The Operational Area (OA) Emergency Operations Plan (EOP) is for use by the County and all of the cities within the county to respond to major emergencies and disasters. It describes the roles and responsibilities of all county departments (including many city departments), and the relationship between the County and its departments and the jurisdictions within the county.

The plan was revised with major reworking of four annexes:

- Annex B – Fire and Rescue Mutual Aid Ops – Clarified mutual aid process, updated information on jurisdictional changes, clarified administrative structure in operational area and removed equipment lists
- Annex D – Mass Casualty Incidents – Split plan into high level administrative guidelines and Standard Operating Procedures (SOP) with some field based actions
- Annex E – Public Health Operations – Integrated lessons learned on HepA EOC/DOC activations, Reflects new structure at Public Health which is now Public Health Preparedness and Response (PHPR) and Emergency Medical Services (EMS), and updated legislative code
- Annex G – Care and Shelter Operations – Rewritten and updated with additional operations information, examples of real world situations, and roles and responsibilities

A motion was made to approve the Emergency Operations Plan.

The motion carried.

6. GRANT REALLOCATION SUBCOMMITTEE REPORT – Ruth Hurtado, OES

The grant reallocation subcommittee meeting was conducted on July 20, 2018. During the meeting the grant guidelines were reviewed. The members reviewed submissions from Coronado, Encinitas, Escondido and Port of San Diego. The SHSP reallocation project request scoring form contained 10 questions with a scoring system of a maximum of 50 points. Members could not score their own project submittals. The anticipated reallocation funds estimated at \$50,000. The Encinitas Swiftwater response trailer was the project ranked number 1 with a score of 45.20. The other project rankings are: Port of San Diego – Ballistic Shields, Coronado – Stop the Bleed Kit deployment, Escondido – Unmanned Aircraft Systems. Funding will be provided in ranking order until the funds are spent.

A motion was made to approve the proposal of the Grant Reallocation Subcommittee.

The motion carried.

7. NATIONAL PREPAREDNESS MONTH – Candace Hadley, OES

National Preparedness Month is a nationwide event held each September to promote disaster awareness, preparedness and individual and community p in the face of disasters. This year's theme is: "*Disasters Happen. Prepare Now. Learn How.*"

Since its inception in 2004, National Preparedness Month has been a symbol of our dedication and commitment to prepare all communities, their families, businesses, schools, and houses of worship in San Diego County for disasters; encouraging not just residents of San Diego County, but all Americans, to take simple steps now so that they are ready for any possible emergency.

This National Preparedness Month, we'd like to ask each City to join us in the regional effort to promote disaster preparedness by encouraging their residents and communities to:

- o Complete a Family Disaster Plan;
- o Register for AlertSanDiego, the region's emergency mass notification system;
- o Download the SD Emergency app;
- o And promote the 4th grade "Be Aware, Be Prepared" disaster preparedness curriculum.

A proposed Unified Disaster Council Proclamation designating September 2018 as National Preparedness Month was reviewed for consideration.

A motion was made to accept the proposal. The motion carried.

8. WIRELESS EMERGENCY ALERT MOA – Holly Crawford, OES

The final Wireless Emergency Alert Memorandum of Agreement was presented. The council was asked if there were any questions regarding Wireless Emergency Alert Memorandum of Agreement between the County of San Diego and each jurisdiction. There were no questions.

The Wireless Emergency Alert Request Form was explained. The form is two-sided. On the first side it contains the WEA criteria and definition. It also contains an explanation of what is an authorized WEA notification and what is not authorized. Message examples are also shown. On page two of the WEA Request form, is the actual form that will be filled out in order to launch a Wireless Emergency Alert.

A motion was made to accept the proposal. The motion carried.

9. CROSS BORDER COMMUNICATION CONCEPT OF OPERATIONS – Laura Curvey, OES

The objective of the Cross Border Emergency Operations Communication Concept of Operations (CONOP) is to establish emergency communication concept of operations between Emergency Operation Centers (EOC) of local operating agencies for use during regional disasters. The goals:

- Provide guidance for operational coordination with Mexico during compromised communications
- Build international relationships between appropriate operation center levels through regular meetings and drills
- Identify and maintain key contact between key agencies and their counterparts
- Compliment pre-existing agreements

Future efforts include working with CBP to establish procedures for coordination, continue revising of procedures to meet capabilities and expectations of local agencies, and establishing regular drill schedule and contact list maintenance.

10. Cal OES REPORT – Jeff Toney, Cal OES

- Another busy fire season. Cal OES continues to work with San Diego County OES and the recovery team on the West fire. The Mendocino Complex in Northern CA is now the biggest fire in state history at over 300,000 acres. Major Presidential Disaster Declaration declared in Shasta County – over 1,000 homes lost and starting another Cal Recycle debris removal program.
- Alert and Warning continues to be a hot topic statewide. Cal OES is tracking Senate Bill 833 and working with the author's office. Amendments were taken and the bill is currently in the Assembly Appropriations Committee.
- FEMA plans a nationwide test of the Emergency Alert System (EAS) and the Wireless Emergency Alert (WEA) system on September 20. This will be the first nationwide test of WEA.
- Cal OES is working on the California Disaster Recovery Framework (CDRF) and the State Debris Plan. Estimated time of completion is December 31, 2018.
- The Southern Region is targeting August 30th for a new building ground breaking in Los Alamitos. It will be a joint facility with Cal OES and the California Military Department.

11. STATE HOMELAND SECURITY PROGRAM GRANT – Ruth Hurtado

FY-16: Reallocation project request forms were submitted and the subcommittee chose the Swiftwater response trailer.

FY-17: Please proceed spending. Current deadlines were presented. The cutoff for first modification is July 30, 2018.

FY-18: We are currently waiting for the FY18 State Supplement to be reviewed and approved by Cal OES management.

FY-19: No new information. If FY-19 follows the same pattern as FY18, then the advance applications will be due sometime early next year.

12. EXECUTIVE REPORT – Holly Crawford, OES

- A. Legislative Update – SB-833 Statewide Alert and Warning Standards – There is every indication that this bill will pass. The revision states that if we do not comply with the guidelines for the use of the warning system, grant funds could be held. We have been in communication with Cal OES and the author's office regarding this bill and will let all know of any updates.
SB-531 Local Emergencies: Districts - this bill would revise the definition of a local emergency to include conditions of disaster or extreme peril. It also extends local emergency proclamation timeline and adds port districts.
- B. Public Safety Terms and Definitions – The standard outlined terms and definitions are defined as it relates to evacuations. The difference between evacuation warning and evacuation order are

defined. The difference between Temporary Evacuation Point (TEP) and Shelters identified. The difference between hard closures and soft closures and resident only closures are defined.

- C. Regional Full Scale Exercise – We are beginning planning on the tactical, regional, field play, full-scale exercise based on a terrorist scenario. We are encouraging law enforcement to fully participate. Plans are to have the first meeting in October. Please pass along announcement to your law enforcement agency.
- D. School Evacuation Planning – The Office of Emergency Service is forming a planning template for use in schools. OES will be working with the County Office of Education to formulate a plan for evacuation in schools. Once a draft of the template is complete, OES is hoping to forward it to law enforcement and fire to get their recommendations. Our hope is to get this tool to school principals for their use as a tool in decision making and planning for evacuations.
- E. Other – The alerts.sd.org URL was offered for WEA messages. Cities can use the URL in messages as a place to send public. In a large scale disaster, websites may crash because of a large public inquires and this may help in preventing website crashes.

NEXT SCHEDULED MEETING – October 18, 2018 0900-1100 am
SD County OES 5580 Overland Avenue, Suite 100, San Diego, CA 92123

MEETING ADJOURNED – 10:11 AM