

Town of Los Altos Hills Emergency Preparedness and Response Committee

Regular Meeting Minutes, Tuesday, August 5th, 6:00 pm. PDT

[Link to public documents folder](#), including minutes and agenda

Call to order (start recording) [6:00 pm]

The meeting was called to order by the Chair.

Roll call of members [6:00]

Voting Member	Status	Comment
Amita Sachdeva	Remote	
Ben Gikis	Absent	
Dave Stewart	Present	
Phil Harter	Present	
Rob Singh	Present	
Sam Wood	Present	
Terry Kearney	Present	Departed meeting at 1900

Associate Member	Status	Comment
Andy Kirk	Absent	
Bill Lattin	Absent	
Bill Ralston	Absent	
David Gilmour	Absent	
Neil Katin	Present	
Victoria Bebee	Present	

With 5 of 7 voting members attending, a quorum was present.

Other attendees

Name	Comment
Rajiv Bhateja	LAH Council Liaison
Jay Bradford	LAH Community Development Director
Denise Gluhan	LAHCFD
Katy Serventi	Member of Public
Birgita Indaco	Member of Public
Neal Mielke	Member of Public
Cody Einfalt	LAH Deputy City Manager

Public comment on subjects not on the agenda

EPRC Chair Remarks (Harter)

- Reviewed charge given to the EPRC and current works in progress
 - Protecting the people, property and environment of LAH

- Providing City Council best practice, state-of-the-art recommendation to achieve this so that they may weigh our recommendations against other town priorities and resources
- Assist the town in implementation of recommendations they approve
- Current work being done
 - Mass Notification - 2024-2026 Goal; much has happened in the last 2 years, but we aren't done yet
 - Updating City Codes to better reflect the reality of disaster risk in our town, including wildfire mitigation best practices
 - Updating the Emergency Operating Plan
 - Improving the medical response to declared emergencies and disasters and integrating this into the EOP
- Future work items:
 - recommendations for 2 year EPRC Plan - September meeting
 - 2 EPRC member vacancies: Phil wants to put together a nominating committee

Approve previous minutes

Member	Moved	Second	Yes	No	Abstain	Recuse	Absent
Amita Sachdeva							Remote
Ben Gikis							x
Dave Stewart	x		x				
Phil Harter			x				
Rabindra Singh			x				
Sam Wood			x				
Terry Kearney		x	x				

5 yes, 0 no, 0 abstain. Motion Approved

General and Invited Reports and Q&A (30 minutes)

Discussion & Presentation on progress of fire ordinances. Report covering different aspects under consideration, including work by the town staff. (Stewart)

[Link to Wildfire Hardening Recommendations](#)

[Link to Specific Notes on LAH Laws](#)

[Link to Jay Bradford's presentation](#)

Jay: come up with specific recommendations to present at Sep EPRC meeting

Town and Fire District Reports

Town Council Liaison Report (Bhateja)

- July 21st meeting
- Authorized town to hire Victoria Bebee on a 1 year contract as part-time emergency manager
- Adopted water efficient landscape ordinance
- J. Logan gave a presentation to the City Council about ongoing projects

City Manager's Report (Pirnejad/Einfalt)

- None

District Liaison Report (Gluhan)

[Link to presentation](#)

[Reference to LAHCFD meeting](#) discussing N5 fire detection system (go to 51:50 into the recording)

Town Emergency Manager's Liaison Report (Bebee)

[Link to presentation](#)

EPRC Subcommittee Reports

Community Outreach (Sachdeva)

- None

Medical and Environmental Health (Harter)

- Subcommittee met in July
- Continuing to work on proposal to City Council
- Need clarification of our integration into LAH EOP and County Disaster Plan

Mass Notification (Singh)

- Sound Survey & fixed vs. mobile sound systems
- Address San Mateo County meeting on Mass Notification & speaker system
- [Link to presentation](#)

Town Emergency Plans (Stewart)

Emergency Communications (Lattin/Katin)

Review action items from the meeting

Nominating committee to fill vacancies on EPRC

Discuss/Propose Future Agenda Items

2-year plan for Sep meeting

Follow-up to Dave's presentation for specific code recommendations for Sep meeting

Adjournment [20:05]

Chair adjourned the meeting without objection.

Member	Moved	Second	Yes	No	Abstain	Recuse	Absent
Amita Sachdeva							x
Ben Gikis							x
Dave Stewart							
Phil Harter							
Rabindra Singh							
Sam Wood							
Terry Kearney							

Voting Template

X yes, Y no, Motion Approved