

Town of Los Altos Hills Emergency Preparedness and Response Committee

Regular Meeting Minutes, Tuesday, December 2nd, 2025 @ 6:00 pm. PST

[Public Documents Folder \(minutes & agenda\)](#)

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

The meeting was called to order by Chair Harter at 6:0 pm

2. Roll call of EPRC members [6:10 pm]

Voting Member	Status	Comment
(S) Amita Sachdeva	a	Notified of personal emergency
Ben Gikis	p	
(VC) Dave Stewart	p	
(C) Phil Harter	p	
Rob Singh	p	
Sam Wood	p	
Terry Kearney	p	

With 6 of 7 voting members attending, a quorum was present.

Associate Member	Status	Comment
Bill Lattin	p	
Bill Ralston	a	
David Gilmour	a	
Neil Katin	p	
Victoria Bebee	p	
Katy Serventi	p	

Other attendees

Name	Comment
Jay Bradford	LAH Community Development Director
Victoria Bebee	LAH Town Emergency Manager Liaison
Denise Gluhan	LAHCFD Liaison
Daniel Dulitz	NextLevel Connect
J Logan	GM LAHCFD
Jeremy Davis	Asst. Fire Marshal, Santa Clara County Fire
Cody Einfalt	Acting City Manager
Kjell Karlsson	Public
Neal Mielke	Public

3. Public comment on subjects not on the agenda

Dulitz: ready to connect the ark, fire station. Foothill wants to see inside the ark. Dave Stewart volunteered to meet.

4. EPRC Chair Remarks (Harter)

Brown act training is required every 2 years. Sign up with the town clerk if you have not taken it yet.

5. Approve Previous Meeting Minutes

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

6 yes, 0 no, 0 abstain. 1 absent. Motion Approved

Terry Kearney suggests we link to prior month's minutes in the agenda for ease of access.

6. General and Invited Reports and Q&A (45 minutes)

6.1 SCCFD Inspections, Fire Mitigation Chief Davis, Asst. Fire Marshall on HazMat (Jay Bradford - 30 minutes)

- Chief Davis: State law says the fire department shall do a wildfire inspection in Very High Wildfire Severity Zones. Checking on authority to provide defensible space inspections in High or Moderate. Can inspect, but enforcement is a gray area without Town ordinance. Inspection is done by engine companies,

violators will be educated and encouraged to comply. Enforcement referred to the LAHCFD hearing. LAHCFD can refer to the SCC weed abatement program. Program takes effect starting 4/1/2026. Have decided not to use drones at this time, maybe in the future. Town has authority to create property liens for non-compliance.

- Town has adopted WUI standards town-wide.
- SCCFD is responsible for inspections and education. Passed to LAHCFD for a hearing. Pass to SCC Weed Abatement, who will recheck, educate. Then the county will do the work and lien the property, and put them on the 3 year naughty list.
- Calif. Public Resources Code 4290/4291 define inspection requirements

6.2 EPRC-EDPC Joint Subcommittee Meeting Update (Stewart - 15 minutes)

- Stewart: Expressed desire to do away with the entire Heritage Oaks section as unnecessary red tape and infringement on owners rights without adequate public interest. Bradford will research number of permits pulled for oak removals, and number of disciplinary actions for non-compliance. Various amendments were discussed, including increasing the diameter to be a heritage oak, removing permit requirements when trees are removed to comply with CalFire defensible space guidelines, HIZ assessment recommendations or insurance company requirements to maintain wildfire coverage. There was discussion on the town's lax enforcement of the existing code.

7. Town and Fire District Reports

7.1 Town Council Liaison Report (Bhateja)

No report.

7.2 City Manager's Report (Einfalt/Bebee)

Still researching VB replacements.

HIZ assessment and work complete at Town Hall. Would like EDPC to consult on new plants with an eye to ongoing maintenance. Want EPRC to consult on design, assist with public education events.

7.3 District Liaison Report (Gluhan)

[Link to presentation](#)

May 2 will be the Wildfire Community Preparedness. Summer classes on wildfire preparedness. 8 firewise communities approved, plus 3 in process.

7.4 Town Emergency Manager's Liaison Report (Bebee)

Working with Jeff Walker on an AlertSCC test. Will provide pre-education, expected time of alert 12/13, asking for confirmation to measure effectiveness. Saratoga sent to 2700, got 270 confirmations. Will also do LAH Nixle. Question on whether 2 alerts will overwhelm or corrupt data on response.

8. EPRC Subcommittee Reports

8.1 Community Outreach (Sachdeva)

No report.

8.2 Medical and Environmental Health (Harter)

No report

8.3 Mass Notification (Singh)

Working with Bebee on AlertSCC/Nixle test plan

Want to get 2 bids on LRAD sound survey. Need to revamp the RFQ and get the bids in. Bebee to lead.

8.4 Emergency Communications (Lattin/Katin)

Wood: Will work with the Tech Committee to get the next steps planned and executed for the Ark to Town fiber.
Katin: suggest we form an ad hoc subcommittee to work with the Tech Committee on next plans for getting fiber working. Wood and Katin joined. Wood also has a guy, Wayne, who can climb the tower to repair/replace La Cresta ham repeater antenna.

9. Review action items from the meeting

Discuss/Propose Future Agenda Items

Have Chief Davis return, understand inspections and enforcement processes.

Review status of joint EDPC/EPRC meetings on town ordinance changes for wildfire.

Discuss priorities and presentation of Town work plan

Adjournment [20:47]

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							

X yes, Y no, Motion Approved