

**City of Sonoma Disaster Council
REGULAR MEETING
Emergency Operations Center
175 First Street West**

March 12, 2009

Minutes

Present: Mayor Ken Brown, City of Sonoma
Linda Kelly, City Manager
Milenka Bates, Public Works Director
Joe Morrison, Fire Department
Ruben Martinez, Police Department
Debra Rogers, City of Sonoma
Stephan Buffy, Sonoma Valley Library
Sondra Costello, Vintage House
Richard Dale, Sonoma Ecology Center
John Donaldson, Member at Large
Michelle Donaldson, Sonoma Valley Hospital
Michael George, Member at Large
Herb Golenpaul, Pueblo Serena
Darrel Jones, Skypark Airport - Sonoma
Barbara Johnsen, Pets Lifeline
Diana Lawrence, Sonoma Valley Unified School District
Ken McTaggart, Auxiliary Communications Service, ACS Unit Leader
Charlene Rundstrom, Creekside Community Disaster Preparedness Committee
John Saguto, American Red Cross Volunteer
Cindy Scarborough, Director, Vintage House Senior Center
Joe Shea, Member at Large
Bob Smylie, County Department of Emergency Services, OES
Sarah Tracy, Sonoma Valley Visitors Bureau

1. Call to Order

The meeting was called to order. Introductions were held.

City Manager Kelly announced that individuals who wish to use Sonoma's downtown shelter, 'The Haven', need to call first; she distributed a flyer in both English and Spanish with the phone number to call for information on using the shelter.

2. Comments from the Public

None

3. Minutes

The minutes of January 8, 2009, were approved as corrected by consensus.

4. Drought: A Workshop for Emergency Managers in Local Government & Update on Water Department Plans for Water Conservation

City Manager Kelly reported on the "Drought: A Workshop for Emergency Managers in Local Government" scheduled for Monday, March 16th; topics will include current conditions, economic impact, public safety impact, resources, and how managers can address short and long-term drought threat. She said the City is looking at water issues, resources, and what our response will be.

Public Works Director Bates reported that Sonoma is in relatively good shape but will be asking citizens for a voluntary 15% reduction in water usage. Mandatory water reduction will be ramped up (with a City Ordinance already in place to do so) if voluntary reductions are not adequate. With 50% of water usage coming from outdoor use, there are effective conservation measures such as drip irrigation systems and the City's Cash for Grass program. Citizens are also encourage to ask for the City's free home water audits that will provide faucet retrofitting, advise on drip irrigation systems and other ways to conserve water.

5. Sonoma Skypark Airport Disaster Preparedness Drill

Darrel Jones, Sonoma Skypark Airport and Auxiliary Communications Service, invited Sonoma's Disaster Council to attend a disaster response drill on Saturday, March 14th at 9 a.m. at Skypark Airport. He said the goal is to have the airport used as an evacuation point to receive incoming supplies and a staging area for flight operations involved agencies in disaster relief. With a plan in place, the goal is to be prepared to serve both Sonoma Valley and City of Sonoma in the event of a disaster. Prior to the disaster drill on Saturday, paid airport staff and aircraft owners will be assigned the duties of Airport coordinator, Communications Coordinator, Emergency Resources Coordinator and Loadmaster.

6. Update on Sonoma Citizens Organized to Prepare for Emergencies - SCOPE

Joe Morrison, Acting Administrative Captain, SVFRA, SCOPE Program Director, reported on the first SCOPE training held February 28th that was attended by 25 people. He said the pilot training took 4 ½ hours to complete, which originally was scheduled for 3 hours. He continues to receive calls about the program and said SCOPE could grow substantially, requiring greater assistance from staff and volunteers. Those who do attend the training will be SCOPE team leaders in their neighborhoods or be personally more prepared. To date he has given out 100 SCOPE manuals. City Manager Kelly said that there might be Federal Stimulus funds to help promote the program.

Charlene Rundstrom, Emergency Preparedness Committee for Creekside Community, said she attended the first class and stated that Joe Morrison did a great job. She asked whether the City had given consideration to offering SCOPE training to downtown business owners, who could help tourists during an emergency. Joe Morrison said that neighborhoods would be the first priority, but some neighborhoods include hotels that could accommodation tourists.

Cindy Scarborough, Vintage House, said she will participate in organizing neighborhoods surrounding the Vintage House. Joe Morrison said he will be happy to conduct SCOPE trainings on-site in neighborhoods; this will enable him to schedule more training without having to solicit the participation as he did for the pilot training.

Herb Golenpaul said it would be helpful to have a grid to ensure that all areas of the City have some SCOPE representation. Joe Morrison said that the SVFD has four grids in place for fire response. Once the initial trainings are completed it will be easy to see which areas do not have SCOPE representation.

Sarah Tracy, Sonoma Valley Visitors Bureau, stated that many businesses and hotels have internal disaster plans, some of which have surrounding neighborhoods and could directly assist those in need of shelter. She said both the SVVB and the Chamber of Commerce are open to outreach with local businesses.

7. Update on Draft Emergency Operations Plan

City Manager Kelly said she is making final comments on the City's Emergency Operations Plan (EOP); she has received Ken McTaggart's comments (as requested by Police Chief Sackett at the last Disaster Council meeting) and will be receiving comments from Mark Stephens. The final draft will be presented to the City Council within approximately 45 days.

8. Report from Subcommittees

Public Information Outreach: City Manager Kelly presented samples of the inserts going out with the April water utility bill to promote SCOPE.

Sondra Costello, Vintage House and Public Information Outreach Subcommittee, presented and read aloud four Public Service Announcements (PSA's) developed by the subcommittee. The Council approved them to be aired on KSVY. Mayor Brown said that each PSA can only be 30 seconds in length and suggested blending the message with music to make them catch listeners' attention. John Saguto suggested an amendment to the first PSA to include on the list medical prescriptions for personal preparedness.

City Manager Kelly asked if the same message could scroll on SVTV. Mayor Brown said absolutely and that infomercials can be intersperse, with the person reading the message via video. He said it would be a good idea to set-up a meeting with station manager Bob Taylor to discuss the PSA airings and to re-invite him to attend the Disaster Council meetings.

Mayor Brown invited Joe Morrison to be on the air during one of his morning KSVY programs to promote SCOPE, to which Joe agreed.

Public Works Director Bates introduced Sarah Tracy, Sonoma Valley Visitors Bureau, who recently joined the Public Information Outreach Subcommittee who had some great ideas for marketing SCOPE.

Sarah Tracy invited the Council to the Sonoma Chamber, Shop Sonoma Valley Business Expo event next Thursday, March 19th from 4:00 - 7:00 p.m. at the Sonoma Veterans Memorial Building. While they have some information, it would be good to have more comprehensive materials on disaster preparedness and SCOPE (in a green bag!) for businesses and individuals. She also suggested developing a poster or logo. In addition, a new program developed by the SVVB outreach program is called Sonoma's Young Professionals, promoting membership with a message of: "Join Sonoma's freshest and brightest young professionals working to build community." She sees SCOPE as a way to empower people in being prepared and helping others.

Mayor Brown suggested that the subcommittee have a booth at the 4th of July and Vintage Festival. Public Works Director Bates responded that they are planning another booth this year at the City Party and other events in 2009. She asked for volunteers to cover the different event opportunities suggesting a sign-up sheet. Tuesday Night Farmers Market will be starting soon and they have approval to have an information booth to include water conservation and disaster preparedness.

John Saguto, ARC Volunteer, said there was an urgent need to have messages available in Spanish on all material distributed pertaining to SCOPE and disaster preparedness.

Sheltering Services & Food Preparedness: Barbara Johnson, Board Member for Pets Lifeline, reported attending a planning meeting with Dr. Erich Williams, spokesperson for Sonoma County, Animals in Disaster. She learned that there has been extensive planning by the State, Sonoma County, and the Bay Area.

It is the goal of the Animal Sheltering Subcommittee to see this planning filter down to a local level in Sonoma Valley. One of their primary goals as a subcommittee is to have a working knowledge of shelters that could accommodate side-by-side sheltering for people's pets.

Citizen Preparedness: Mayor Brown said that this subcommittee was already reported on with Joe Morrison's update.

Population Demographics: Herb Golenpaul, Pueblo Serena Community, Emergency Preparedness Committee, said he has contacted all the mobile home parks and has had positive response to the SCOPE program. He said that some of the mobile home parks are using radio drills with cul-de-sac captains calling back to the office to practice communication, including Rancho de Sonoma, Seven Flags, and Pueblo Serena.

John Saguto, ARC Volunteer, stated that the disaster list of shelters was dynamic and changing based on the type of disaster and how those shelters could be affected; all public building including schools and hospitals could be used as shelters. Second tier shelters include buildings of faith which offer their services to the ARC versus formal MOU's.

Michelle Donaldson, Sonoma Valley Hospital, said that convalescent hospitals are probably under the same supervision as the hospital; she offered to check with Jackie Lyons, SVH, who has a very complete plan and contacts with other institutions.

9. Set Next Meeting Date

April 9, 2009 at 3:30 p.m. was set for the next Community Preparedness, subcommittee meetings.

May 14, 2009 at 3:30 p.m. was set for the next regular Sonoma Disaster Council meeting. Both meetings will be held at the Emergency Operations Center.

Respectfully submitted,

Debra N. Rogers