

**SAN RAMON VALLEY EMERGENCY PREPAREDNESS
CITIZEN CORPS COUNCIL POLICY ADVISORY COMMITTEE
(CCC/PAC)**

May 7, 2025 Minutes

~ MISSION STATEMENT ~

**"The Council Mission shall be to collaboratively plan and coordinate
community disaster preparedness and training efforts to preserve life, health
and
welfare of all who reside, visit or work within the San Ramon Valley"**

Location: San Ramon Valley Emergency Communications Center
(Entrance through SRVFPD Administrative Offices
2401 Crow Canyon Road, Suite A, San Ramon, CA 94583)

Lead Agency: San Ramon Valley Fire Protection District
CCC/PAC Chair: Director Jay Kerr

Committee Present:

San Ramon Valley Fire Protection District - Director Jay Kerr
Contra Costa County Board of Supervisors - Supervisor Candace Andersen
San Ramon Valley Unified School District - Director Jesse vanZee
City of San Ramon – Mayor Mark Armstrong

Committee absent:

Town of Danville - Mayor Renee Morgan

1. Call to Order and Introductions

Director Kerr called the meeting to order at 2:04 p.m.

2. Determination of Quorum

Director Kerr declared a quorum was present.

3. Public Comment

None.

4. Action Items

4.1 Approve October 11, 2024 Minutes.

Motion by Supervisor Anderson to approve the October 11, 2024 Minutes; seconded by Mayor Armstrong. Motion carried unanimously.

4.2 Direction for Advisory Committee.

- Goals and expectations
 - Reviewed past work and accomplishments
 - Reaffirmed CCC mission and goals
- Frequency of meetings. Direction to TAC to increase frequency of PAC meetings to quarterly
- Chairing of PAC meetings. Direction given to rotate Chair annually rather than every meeting
 - Fire District to Chair in 2025

4.3 Update on School Emergency Cache Equipment.

Updated school storage containers, replaced food and water supplies

SRVUSD spent budgeted \$60k for emergency caches

- SRVUSD to submit invoices for reimbursement from the PAC budget
- SRVUSD to provide details re cache supplies, locations, and oversight at next PAC meeting

4.4 SRVFPD Lead Agency on Public Outreach (and other Agency participation).

- Evacuation, signage
 - CCC supports endorsement of signage to facilitate emergency evacuation
 - SRVFPD to research plan for sign placement, sign design, potential funding sources
 - Media coverage and education to accompany signage plan
- Community Events
 - Plan to use established events to educate and inform the community regarding emergency preparedness: Wind Festival, Car Show, Farmers Markets, school events, etc.
 - SRVFPD to develop plan utilizing CERT volunteers, CERT Youth Ambassadors, Fire District Aides, etc.
- Wildfire Preparedness Presentations: HOAs, Chamber, City, Town, County
 - SRVFPD currently offering numerous presentations around community

4.5 Financial Report dated March 31, 2025.

The Committee received and reviewed the Finance Report dated March 31, 2025. Direction from the Committee to issue invoices for this fiscal year.

4.6 Approve proposed FY2025-2026 Budget.

Motion by Supervisor Anderson to approve proposed preliminary FY2025-2026 Budget; seconded by Director vanZee. Motion carried unanimously.

5. Committee Reports and Policy Updates

- 5.1 Alert, Notification and Communications – Emergency Communications for the San Ramon Valley. Update following:
 - HAM radios – now operational at San Ramon EOC
 - East Bay Regional Communications System Authority (EBRCSA)
 - County Early Warning System
 - Nixle
 - Other
- 5.2 Training, Education and Publications – Public outreach and marketing for residents of the San Ramon Valley
- 5.3 HeartSafe Community – Hands only CPR for residents of San Ramon Valley
Lance Maples provided update regarding current CPR trainings
Discussed Narcan training/disbursement
- 5.4 Community Emergency Response Team (CERT) – Fire Marshal Wendel provided update on current CERT trainings and activities
- 5.5 Access and Functional Needs – Fire Marshal Wendel provided update on SRVFPD efforts to identify and monitor residential care homes in the District that might require special assistance in an emergency evacuation

7. Good of the Order

Chief Meyer provided update on the recent retirements of Danielle Bell (CERT Coordinator) and Ron Marley (Emergency Preparedness Coordinator for SRVFPD and City of San Ramon).

Deputy Chief Chris Parsons and Battalion Chief Eric Sabye will cover Emergency Preparedness Coordinator until the position until above positions are filled. In that capacity, they will serve as Chair of the Technical Advisory Committee that supports the work of the Council.

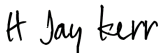
Next meetings will be August 15, 2025 at 9:00 a.m. and November 21, 2025 at 9:00 a.m.

8. Adjournment

The meeting concluded at 3:40 p.m.

Approved by:

Signed by:



Director H. Jay Kerr

SRVFPD Board of Directors