



TOWN OF PORTOLA VALLEY
Emergency Preparedness
Committee Meeting
August 7, 2025
8:00AM

Kimberly Cashin, Member
Lynn Eisberg, Member
Craig Heberer, Vice Chair
Dale Pfau, Member
Marianne Plunder, Member
Chris Raanes, Chair
Ray Rothrock, Member
Jerry Shefren, Member
Vic Schachter, Member
Bud Trapp, Member
Randy True, Member

AGENDA
IN-PERSON MEETING

HISTORIC SCHOOLHOUSE– 765 PORTOLA RD. – PORTOLA VALLEY, CA

REMOTE MEETING ADVISORY: On March 1, 2023, all committees in Portola Valley will return to conducting in-person meetings. A Zoom link will be provided for members of the public to participate remotely; however, the Town cannot guarantee there will be no technical issues with the software during the meeting. For best public participation results, attending the meeting in-person is advised.

ASSISTANCE FOR PEOPLE WITH DISABILITIES

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Town Clerk at (650) 851-1700 or by email at towncenter@portolavalley.net. Notification 48 hours prior to the meeting will enable the Town to make reasonable arrangements to ensure accessibility to this meeting.

VIRTUAL PARTICIPATION VIA ZOOM

To access the meeting by computer:

<https://us06web.zoom.us/j/84718692200?pwd=na7lHnYrHQlvd2i0kL8SPsM1c9TTvK.1>

Webinar ID: 847 1869 2200

Passcode: 239535

To access the meeting by phone:

1-669-900-6833 or 1-888-788-0099 (toll-free)

*Mute/Unmute – Press *6 / Raise Hand – Press *9*

The times listed on the agenda are used by the Chair and are estimates only. The times are subject to change at any time, including while the meeting is in progress.

- 1. 0800 Call to Order**
- 2. 0801 Roll Call**
- 3. 0803 Oral Communications for Items not on the Agenda**
Speakers' time is limited to three minutes.
- 4. 0805 Discussion of progress and feedback on EOP/EOC plan (Cashin)**
 - a. Report
 - b. Next steps
- 5. 0815 Follow up discussion of Bridge capacity and replacement issue (Raanes)**
 - a. Briefing
 - b. Discussion of role, if any, for EPC
- 6. 0820 Review of progress against goals for year (if time permits)**
 - a. Evacuation Planning
 - b. EOP/EOC
 - c. Communications
 - d. Safety Element
- 7. 0830 WPV-CERT/READY/WFPD Report (Giuliacchi/Brown/Cuschieri)**

- 8. 0845 Subcommittee Reports**
 - a. Communications (Rothrock)
 - b. TIS Sign Subcommittee (Heberer)
 - c. Evacuation (Pfau)
 - d. Neighborhood and Resident Outreach (Schachter)
 - e. Ad Hoc Safety Element (Pfau)
 - f. EOP/EOC (Cashin)

- 9. 0859 Next regular meeting falls on September 4, 2025**
 - a. Quorum check

- 10. 0900 Adjourn**

Land Acknowledgement:

The Town of Portola Valley acknowledges the colonial history of this land we dwell upon—the unceded territory of the Ramaytush (rah-my-toosh) Ohlone, Tamien Nation, and Muwekma (mah-WEK-mah) Ohlone, who endured a human and cultural genocide that included removal from their lands and their sacred relationship to the land. Portola Valley recognizes that we profit from the commodification of land seized from indigenous peoples and now bear the ecological consequences. We seek to understand the impact of these legacies on all beings and to find ways to make repair.

Minutes of the July 10 Emergency Preparedness Committee

The times listed on the agenda are used by the Chair and are estimates only. The times are subject to change at any time, including while the meeting is in progress.

- 1. 0800 Call to Order**
- 2. 0801 Roll Call** – *All members present except Lynn and Randy. Chris and Ray attended via Zoom.*
- 3. 0803 Oral Communications for Items not on the Agenda**
Speakers' time is limited to three minutes.
- 4. 0805 Discussion of progress and feedback on EOP/EOC plan (Cashin)**
 - a. Report
 - b. Next steps
- 5. 0815 Discussion of Bridge capacity and replacement issue (Raanes)**
 - a. Briefing
 - b. Discussion of role, if any, for EPC - – *Following questions and discussions, including guidance from Town Council Liaison Craig Taylor, it was decided that EPC will take this up as part of the ongoing work being done by the Evacuation Plan Subcommittee. The Subcommittee welcomes additional members.*
- 6. 0825 Discussion of San Mateo Operational Area Emergency Services Council (Cashin/Raanes)**
 - a. Briefing
 - b. Discussion of Role, if any, for EPC
- 7. 0830 WPV-CERT/READY/WFPD Report (Giuliacchi/Brown/Cuschieri) – No report.**
- 8. 0845 Subcommittee Reports**
 - a. Communications (Rothrock) – *Chris R. will meet with the Town Manager to help sort out and make progress in securing IP as needed.*
 - b. TIS Sign Subcommittee (Heberer) – *Craig H. to be introduced to Town Engineer by Craig Taylor to help move the project to completion.*
 - c. Evacuation (Pfau) – *Coordinate with Craig Taylor*
 - d. Neighborhood and Resident Outreach (Schachter) – *No report*
 - e. Ad Hoc Safety Element (Pfau) – *Ongoing, working with Craig Taylor and Rebecca Flynn*
 - f. EOP/EOC (Cashin) - *See above*
- 9. 0859 Next regular meeting falls on July 3, 2025**
 - a. Quorum check – *Should be able to assemble a quorum for August 7, 2025 meeting*
- 10. 0900 Adjourn**

**Portola Valley EPC August 7, 2025 Meeting
Communications Subcommittee Report
Submitted July 31, 2025**

- :
1. **AM Radio Internet Access.**
 - a. AM Radio has been online 24x7 since last meeting.
 - b. **Resubmitted request for IP line for radio. Town manager acknowledged and indicated it would be processed.**
 2. CERT and Amateur Repeater Status: (details: <https://radio.rothrockfamily.com>)
 - a. PVARC (KM6DLG) amateur repeaters – 2m/220/6m – fully operational.
 - b. NVN (FM WB5NVN) amateur analog repeater fully operational.
 - c. NVN (DMR WB5NVN) amateur digital repeater fully operational.
 - d. San Mateo Sheriff's (f.k.a. OES) (KC6ULT) UHF link - fully operational.
 - e. WPV-CERT Portola Valley GMRS (WQBS772) repeaters (PV1, PV2) - fully operational.
 - f. WPV-CERT Easter Cross WD1 repeater – fully operational.
 - g. LTW/VV GMRS (FM) repeaters are fully operational.
 - h. CERT Easter Cross (Woodside) and Granada (Portola Valley) DMR repeaters operational and linked.
 3. Emergency Communications Trailer
 - a. **Ready to go. Field tested June 28, 2025. Trailer is located at Station 8.**
 4. Town Hall EOC Equipment Status – Checked on 2/18/25
 - a. **Bluetti 2 KWHR backup power supply in good condition.**

Color Key

Good status

Concerning status

Urgent need status

On going

New Item this report

ACTION REQUESTS