



City Council Meeting MINUTES

Thursday, March 23, 2023

1:30 PM

**Hybrid Meeting - City Hall Wing Rooms W118-120 and Virtually -
<https://sanjoseca.zoom.us/j/88957084529>**

Study Session Emergency Management

MATT MAHAN, MAYOR
ROSEMARY KAMEI, DISTRICT 1
SERGIO JIMENEZ, DISTRICT 2
OMAR TORRES, DISTRICT 3
DAVID COHEN, DISTRICT 4
PETER ORTIZ, DISTRICT 5
DEV DAVIS, DISTRICT 6
BIEN DOAN, DISTRICT 7
DOMINGO CANDELAS, DISTRICT 8
PAM FOLEY, DISTRICT 9
ARJUN BATRA, DISTRICT 10



CITY COUNCIL STUDY SESSION

1:30 p.m. – Study Session: Emergency Management, City Hall Wing Rooms 118-120

- **Call to Order and Roll Call**

1:35 p.m. - Study Session

Present: Councilmembers - Batra, Candelas, Cohen, Davis, Doan, Foley, Jimenez, Kamei, Torres; Mahan.

Absent: Councilmembers - Ortiz.

23-451

Emergency Management Study Session.

1. Review Emergency Operations Center Activations and Role of the Elected Officials. Staff will report on recent Emergency Operations center activations and review the role of the elected officials during an emergency and purpose of a Disaster District Office.
2. Table Top Exercise. Staff will present a discussion-based tabletop exercise for the Mayor and Councilmembers; provide information on the City’s overall emergency management efforts by discussion some of its emergency plans, how it coordinates response action, and how it communicates with the elected officials, the public, and partner response agencies.

Following the March 16, 2022 memorandum authored by Office of Emergency Management Director Ray Riordan:

The Study Session provided an overview on:

- Recent Emergency Operations Center (EOC) activations,
- The role of the elected officials during an emergency,
- Purpose of the Disaster District Office (DDO),
- Continuity of Operations Plan (COOP), and
- EOC functions.

The Study Session also included a discussion-based, facilitated tabletop exercise to demonstrate the City’s overall emergency management efforts by discussing some of its emergency plans, how it coordinates response action, and how it communicates with the elected officials, the public, and partner response agencies. The Mayor and City Council engaged in discussions on:

- Actions to take during an emergency,
- How the EOC functions in a disaster and communicates with elected officials, and
- The updated plans and procedures that guide our emergency response.

(Item continued on next page)

Emergency Management Study Session (Cont'd.)

Senior Executive Analyst for the Office of Emergency Management Karen Truong provided the presentation. Discussion was facilitated by Assistant City Manager Lee Wilcox, Deputy City Manager Kip Harkness, and Director of Office of Emergency Management Raymond Riordan.

The following departments and members of staff were available for questions:

City Manager's Office: City Manager Jennifer Maguire, Assistant City Manager Leland Wilcox, Director of Communications Carolina Camarena, Deputy City Manager Rosalynn Hughey, Senior Executive Analyst Christopher Losavio, Deputy City Manager Rob Lloyd, Office of Economic and Cultural Affairs Deputy Director Blage Zelalich and Deputy Director for Emergency Management Jay McAmis.

City Attorney's Office: City Attorney Nora Frimann and Senior Deputy City Attorney Cameron Day.

Finance: Division Manager Alice Vurich and Deputy Director Rick Bruneau.

Parks, Recreation and Neighborhood Services: Program Manager Kendra Yarn and Assistant Director Neil Rufino.

Public Works: Deputy Director Walter Lin, Division Manager Christopher Hickey, Deputy Director J Guevara, and Principal Engineer Norm Mascarinas.

Housing: Director Jacky Morales-Ferrand and Deputy Director Ragan Henninger.

Human Resources: Program Manager Joseph Gregory.

Police and Fire: Chief Robert Sapien and Captain Brian Matchett.

Transportation: Division Manager Jennifer Seguin, Deputy Director Rick Scott, and Deputy Director Mathew Nguyen.

Environmental Services: Division Manager Jennifer Voccola-Brown.

• Public Comment

1. Cole Cameron expressed appreciation for the increased number of CERT's (Community Emergency Response Team) the preparedness of nonprofits, and work of City staff to help neighbors. Cole also expressed the need for community knowledge and involvement in the event of an emergency.
2. Blair Beekman praised the work by former Mayor Sam Liccardo in increasing CERT (Community Emergency Response Team) training and expressed the need to speak openly about preparedness.

• Adjournment

The Council of the City of San José adjourned at 3:52 p.m.

Minutes Recorded, Prepared, and Respectfully Submitted by,

Grace Turner
Deputy City Clerk

Approved at Council on:

Attest by: 

Toni J. Taber, CMC
City Clerk, City of San José