



# City of San José Emergency Services Council

| <b>City Employees and Elected</b>                       | <b>Co-Responder Representative</b>                               | <b>Representative Organization</b>                                    |
|---|--|---|
| Jennifer Maguire City Manager as Chair                  | Region IX, Federal Emergency Management Agency                   | American Red Cross, Silicon Valley Chapter                            |
| Leland Wilcox Assistant City Manager as Alternate Chair | Coastal Region, California Office of Emergency Services (CalOES) | Collaborating Agencies' Disaster Relief Effort                        |
| Kip Harkness, Deputy City Manager as Vice Chair         | Access and Functional Needs Manager, CalOES                      | Silicon Valley Independent Living Center                              |
| Matt Mahan, Mayor                                       | Office of Emergency Management, Santa Clara County               | San Jose Arena Authority  |
| Raymond Riordan, Emergency Management Director          | Valley Transportation Authority                                  | San Jose Neighborhood CERT  |
| Paul Joseph, Acting Police Chief                        |  | Silicon Valley Organization   |
| Robert Sapien, Fire Chief                               |  | San Jose Unified School District<br>East Side Unified School District |

**APRIL 22, 2024**  
**1:30 PM**  
**Emergency Operations Center**  
**1591 Senter Rd**  
**City of San José**

MEETING AGENDA  
April 22, 2024

1:30 pm – 3:00 pm  
Emergency Operations Center  
1591 Senter Road

City of San José

**a) Call to Order & Roll Call**

**b) Review of Emergency Services Council Purpose**

**c) Consent Calendar**

Administrative items needed to meet the requirements of the California Office of Emergency Services Disaster Service Worker-Volunteer Guidance.

- a. Community Emergency Response Team (CERT) Training Schedule

**Recommendation:**

Approve the Community Emergency Response Team Training Schedule for Fiscal Year 2023-24 and Fiscal Year 2024-25

- b. Community Emergency Response Team (CERT) Curriculum Delivery

**Recommendation:**

Approve adding an on-line Community Emergency Response Team training delivery program to the current hybrid and in-person formats offered by the San José CERT program

- c. Delegation of registering and swearing in Volunteer Disaster Service Workers to the Community Emergency Response Team Coordinator

**Recommendation:**

Approve the delegation of registering and swearing in Community Emergency Response Team Disaster Service Worker Volunteers to the Community Emergency Response Team Coordinator

- d. Radio Amateur Civil Emergency Services Training Schedule

**Recommendation:**

Approve the proposed Santa Clara County Radio Civil Emergency Services Mutual Aid Communicators Training Schedule for San José Operators

#### **d) Reports to Emergency Services Council**

1. ESC-24-100            **City of San José Emergency Management Ordinance Update**  
**Recommendation:** Approve proposed modifications to the City of San José Municipal Code 8.08 for City Council consideration for adoption.
  
2. ESC-24-101            **Emergency Operations Plan - Base Plan**  
**Recommendation:** Approve the updated City of San José Emergency Operations Plan, Base Plan for City Council consideration for adoption.
  
3. ESC-24-104            **Modifications to the Community Emergency Response Team (CERT) Training Curriculum**  
**Recommendation:** Approve additional Community Emergency Response Team supplemental trainings to increase volunteer engagement in the community.

#### **e) Public Comment**

*Meeting attendees are usually given two (2) minutes to speak on any discussion item and/or during open forum; the time limit is in the discretion of the Chair of the meeting and may be limited when appropriate.*

#### **f) Meeting Schedule**

*The meeting cadence, time, and location have yet to be determined.*

#### **g) Adjournment**

*Meeting to be adjourned to allow for tour of the new Emergency Operations Center facility.*

***The City of San José is committed to open and honest government and strives to consistently meet the community's expectations by providing excellent service, in a positive and timely manner, and in the full view of the public.***

You may speak to the Council about any discussion item that is on the agenda, and you may also speak during Public Comments on items that are not on the agenda and are within the subject matter jurisdiction of the Council. Speakers using a translator will be given twice the time allotted to ensure non-English speakers receive the same opportunity to directly address the Committee, Board or Commission. Please be advised that, by law, the Council is unable to discuss or take action on issues presented during Public Comments. Pursuant to Government Code Section 54954.2, no matter shall be acted upon by the Council unless listed on the agenda, which has been posted not less than 72 hours prior to meeting.

Agendas, Staff Reports and some associated documents for the Council items may be viewed on the Internet at <https://www.sanjoseca.gov/your-government/departments-offices/office-of-the-city-manager/emergency-management/emergency-services-council>

Correspondence to the Emergency Services Council are public record and will become part of the City's electronic records, which are accessible through the City's website. Before posting online, the following may be redacted: addresses, email addresses, social security numbers, phone numbers, and signatures. However, please note: e-mail addresses, names, addresses, and other contact information are not required, but if included in any communication to the Emergency Services Council, will become part of the public record. If you do not want your contact information included in the public record, please do not include that information in your communication.

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the City Managers Office, 200 East Santa Clara Street, San José, California 95113, at the same time that the public records are distributed or made available to the legislative body. Any draft resolutions or other items posted on the Internet site or distributed in advance of the council meeting may not be the final documents approved by the council. Contact the Office of the City Clerk for the final document.

On occasion the Council may consider agenda items out of order.

The Emergency Services Council will determine a regular meeting cadence, with special meetings as necessary. If you have any questions, please direct them to the Council staff. Thank you for taking the time to attend today's meeting. We look forward to seeing you at future meetings.

**To request an accommodation or alternative format under the Americans with Disabilities Act for City-sponsored meetings, events or printed materials, please call (408) 294-9337 (TTY) as soon as possible, but at least three business days before the meeting.**

**THE LEVINE ACT**

**The Levine Act requires a Party in a Proceeding before the City of San José that involves any action related to their contract, license, permit, or use entitlement to disclose any campaign contributions to City elected or appointed officials totaling more than \$250 within the 12 months prior to the City decision. A Participant to a Proceeding may voluntarily report a campaign contribution. Please visit <https://www.sanjoseca.gov/your-government/appointees/city-clerk/levine-act> for updated forms and information.**

**Please direct correspondence and questions to:**

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