



# Coastside Emergency Corps Board Meeting Minutes Feb. 17, 2021 6:00 pm

**Presiding:** Michael Akana, President

**In Attendance:**

Paul Feldman – Treasurer and Newsletter Editor  
April Loui – Secretary  
Harvey Rarback – Board Member  
Vic Froelicher – Board Member

**Standing Committee Members:**

David Cosgrave - Coastside FIRE/CERT  
Chris Orman – Red Cross

**Absent:**

Kris Thoren – Vice President

**Meeting called to order at 6:04 pm via Zoom**

**Agenda:**

The following agenda was approved to proceed:

1. Approve Agenda
2. Approve corrections December minutes
3. Approve January minutes
4. General Meeting minutes (January)
5. Board elections
6. Officer election
7. April General Meeting
8. Committee Reports
9. Old Business
10. New Business
11. Adjourn



## Coastside Emergency Corps Board Meeting Minutes Feb. 17, 2021 6:00 pm

### 1) Feb. 2021 Board Meeting Agenda

Unanimously approved to proceed.

### 2) Dec. 2020 Board Meeting Minutes – Re-approve

There was a minor revision to clarify that grant funds were not directly allocated for the radio repeaters at Pigeon Point and use of funds is still to be determined. Motion to re-approve Dec. 2020 Board Meeting Minutes by H. Rarback, second by A.Loui. Minutes re-approved unanimously.

### 3) Jan. 2021 Board Meeting Minutes – Approve

There were no board comments to the Jan. 2021 minutes. Motion to approve Jan. 2021 minutes by H. Rarback, second by P. Feldman. Minutes unanimously approved.

### 4) General Meeting Minutes

Minutes were deemed comprehensive. No further comments from the board. M. Akana provided additional attendee information to A.Loui for inclusion in minutes. Recommendation to make the meeting minutes available in DRAFT form to the public via the CEC website. M.Akana to provide distribution list to A.Loui.

### 5) Board Elections

M. Akana reviewed historic process for board elections which is to request a formal application and CV. Neither M. Akana or A.Loui has received any applications to date.

Current members indicated at a previous board meeting they could serve another year if requested. We have confirmation from all members, except Kris Thoren, at this time.

The Board discussed membership. Would like to build out the board, including representation from south coast. There are currently no limitations on the number of members per the bylaws. Board membership was mentioned at the last General meeting, but no formal announcement has gone out to the community. A.Loui inquired if the board would like to consider announcement via social media, websites, etc.

Joe Farrell was proposed as a possible candidate for the CEC board.

H. Rarback motioned to nominate the current board members to remain on the board for another term, second by P. Feldman.

A.Loui motioned that nominations be closed, second by V. Froelicher.

Unanimously approved. Board members for the next term are: M. Akana, Kris Thoren, A.Loui, P. Feldman, V. Froelicher, H. Rarback

Regarding K. Thoren's membership, A.Loui recommended that she remain on the board unless she indicates otherwise. Board agreed. V. Froelicher will discuss membership with Joe Farrell and advise for him to connect with M.Akana if he would like to proceed.



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Board to discuss possible use of social media for vacancies next month.

### 6) Board Officer Election

Current board officers: President-Mike Akana, Vice-President – Kris Thoren, Secretary – April Loui, Treasurer – Paul Feldman, Members at Large – Vic Froelicher and Harvey Rarback

H.Rarback inquired if existing officers are willing to continue, perhaps with the exception of K. Thoren (who is not present). P. Feldman – yes. A.Loui – yes

Board discussion regarding Vice-President position. Unanimous agreement to retain K.Thoren in position as Vice-President unless she advises otherwise.

Harvey motioned to nominate all existing board officers to continue for another term, second by V.Froelicher. Nominations are closed. Officers unanimously voted in for another term.

President: Michael Akana  
Vice-President: Kris Thoren  
Secretary: April Loui  
Treasurer: Paul Feldman  
Members at Large: Vic Froelicher and Harvey Rarback

P.Feldman confirmed via text message from K. Thoren that she is willing to continue as Vice President of CEC.

### 7) April 2021 – General Meeting

Monday, April 5, 2021 at 6pm-7:30pm, 90 minutes  
Board discussed possible agenda items for the meeting.

David Cosgrave: Next Community Shakeout will be on Oct 9, 2021 and will involve CERT groups for planning. The CEAP October meeting will be a drill. The CERT team is receiving and distributing equipment to the neighborhoods for coordination and storage. There will be an equipment cache in each neighborhood which includes a pop-up tent, rolling duffle bag with triage equipment, tarps, bullhorns and supplies. Decentralized equipment storage is important in emergencies.

The Shakeout will consist of a webinar from 10-10:15am, followed by a simulated “earthquake”. The focus will be the ability to get intel from neighborhoods, with the assumption that communication not available. It will be a radio drill, damages assessment drill, and a centralized ICS drill.

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P. Feldman inquired if best practices among neighborhoods are being shared. D.Cosgrave indicated that there is a lot of activity on this topic and is actively discussed at a CERT coordinator’s group. Neighborhoods are learning from each other. CERT is still active while many other groups are shut down due to COVID-19.



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M.Akana: Per input from the board, the general meeting will focus on group process. We will plan to receive reports from other groups and identify actionable items for partner groups or CEC.

### 8) Committee Reports

David Cosgrave: CEAP and CERT

CEAP – Presentation on Zone Haven, CEO Charlie Parker, excellent presentation to initiate evacuations.

CERT – The hybrid online certification was done through the University of Utah. CERT is in the process of integrating a California format that goes along with it. Triage module as not yet been added, so CERT will continue to train on that topic independently. An additional 30 new trainees have completed training recently.

Grant process is now complete which has enabled CERT to procure additional materials and equipment for the neighborhoods.

Chris Orman: Shelters/Red Cross:

In preparation for the San Mateo County flood/debris flow event, the team in collaboration with Puente, secured hotel room stays up to 3 nights.

Due to the magnitude of the wildfires in California, the Red Cross sheltered 100,000 people in rooms and provided 95,600 meals. The Red Cross sheltered people in service centers and hotels and coordinated with local governments. Jim Holley, Chris Orman are local contacts. The Red Cross in San Mateo County is proud to be the first to work with local health authorities to support COVID-19 vaccination centers at SFO and the county event center.

The Red Cross is also partnering with Village of the Coastside to update preparedness training, with special considerations for COVID-19. Joyce Logan from the Village of the Coastside is also talking to senior Coastsiders regarding training opportunities.

Communications are very important for any emergency.

H. Rarback indicated that Covid vaccination center at SFO was very well staffed with volunteers who were helping with traffic flow, forms, and medical support. It is a well-run event.

V. Froelicher: The VA has been doing a very good and efficient job with rolling out vaccines for veterans.



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M. Akana: MRC

Feb 3, 2021 - 1<sup>st</sup> regularly scheduled monthly meeting was held. The application to be recognized as an MRC has been completed and is pending approval. The MRC is working on a volunteer management platform. There was a good review of liability by county counsel during the meeting.

M.Akana will forward minutes to the CEC.

P. Feldman inquired if there were any conclusions about insurance coverage. M. Akana indicated there was great representation by county counsel. Once MRC has established process for activation, county counsel will be responsive in representing claims.

D. Cosgrave: It is only a worker's comp insurance for a volunteer organization. There is no malpractice insurance.

**9) Old Business**

N/A

**10) New Business**

N/A

**11) Adjourn**

Meeting was adjourned at 6:58 pm

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