



KENSINGTON FIRE PROTECTION DISTRICT

DATE: March 2, 2024
TO: Board of Directors
RE: Emergency Preparedness Committee Meeting - 2/27/24
SUBMITTED BY: Mary A. Morris-Mayorga, General Manager (thru 3/3)

Recommended Action

For information only, no action is required.

Background

The Emergency Preparedness Committee met on February 27, 2024 and discussed the following topics:

- Discussion with Chief Saylor on CERT
President Levine provided an overview of the topic as discussed at the last EPC meeting noting questions that arose. Chief Saylor discussed the benefits of a formal CERT group and interaction with the fire department along with the ideal formation being multi-jurisdictional. He views the EPC as a group that may have success in recruiting or identifying participants interested in forming a working group to strategize on the possibilities. This is addressed in EPC Work Plan #1.
- Review and Discuss Draft Work Plan
The Draft Work Plan as drafted at the last EPC meeting was reviewed and updated following discussion by the committee.

2024-2025 Emergency Preparedness Committee Work Plan		
Planned Projects	Questions/Resources Needed	Action Steps
1. Establish a small subcommittee to interact with the Emergency Preparedness Committee, the Fire Chief, and the Police Chief to determine what form of CERT Kensington can build now given resources and capabilities that can evolve over time.	<ul style="list-style-type: none"> Local CERT classes Integration of municipal services Reaching out to volunteers 	<ul style="list-style-type: none"> Develop a plan Bring plan to EPC Present to BOD Target event for May
2. Assess the feasibility for an evacuation drill or tabletop exercise in coordination with the Fire Chief and Police Chief.	<ul style="list-style-type: none"> Does Kensington have the resources for this? Test message drill? 	<ul style="list-style-type: none"> Determine resources Potential for once PD has resources
3. Determine next steps for Long Range Acoustic Devices (LRADs).	<ul style="list-style-type: none"> Funding, grant writing Cellular network concerns 	<ul style="list-style-type: none"> Assess funding/cellular Bring back to EPC Coordinate with KPD
4. Develop volunteer program guide/resources. <i>(The District should develop a BOD policy to cover volunteer activities).</i>	<ul style="list-style-type: none"> KFPD volunteer activities? Confirm insurance requirements 	<ul style="list-style-type: none"> Develop policy (GM) for BOD Approval
5. Plan for disaster recovery and business continuity.	<ul style="list-style-type: none"> Confirm what is covered by fire service contract. Are there other mutual aid opportunities available? 	<ul style="list-style-type: none"> Develop plan for items which are not already addressed for BOD Approval
6. Develop Evacuation Communication Guidelines for residents.	<ul style="list-style-type: none"> Confirm what information is needed in coordination with existing fire plans. 	<ul style="list-style-type: none"> Develop draft Bring to EPC for review Present for BOD approval

- Present the Resident Evacuation Responsibilities Campaign and share the document that's been worked on before it goes to the Chiefs for review
 Chief Saylor clarified that evacuation is officially ordered by law enforcement. If fire needs to evacuate specific areas, this would be requested by law enforcement and CWS would send out the alerts. The committee discussed the draft and it will need further review prior to presenting to the Board for approval.

Fiscal Impact

There is no fiscal impact identified at this time.