

**REGULAR MEETING
BELVEDERE BLOCK CAPTAINS PROGRAM COMMITTEE
THURSDAY, FEBRUARY 13th, 2020, 4:00 P.M.
BELVEDERE CITY HALL – COUNCIL CHAMBERS
450 SAN RAFAEL AVENUE
BELVEDERE, CALIFORNIA**

AGENDA

OPEN FORUM

This is an opportunity for any citizen to briefly address the Belvedere Block Captains Program Committee on any matter that does not appear on this agenda. Upon being recognized by the Chair, please state your name, address, and limit your oral statement to no more than three minutes. Matters that appear to warrant a more lengthy presentation or Committee consideration will be agendaized for further discussion at a later meeting.

SCHEDULED ITEMS

1. Call to Order
2. Approve Minutes from 1/16/20 meeting
3. Introduce new Belvedere Incident Command member Chris Denniston
4. Recruitment Update, Follow Up and On-Boarding Process
5. Discussion of Evacuation Pavement Decals
6. Training directors Adam Brolan and Adam Gavzer discuss plans for next training Video
7. Training Session for Block Captains- plans for the Spring
8. Status of Radio Equipment and needs

ADJOURN

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**REGULAR MEETING
BELVEDERE BLOCK CAPTAINS PROGRAM COMMITTEE MEETING
THURSDAY JANUARY 16th, 2020, 6:00 P.M.
COUNCIL CHAMBERS
450 SAN RAFAEL AVENUE, BELVEDERE, CA**

MINUTES

COMMITTEE PRESENT: Co-Chairs Thomas Cromwell and Adam Gavzer, Vice Chair Adam Brolan, Council Member Claire McAuliffe, and John Carapiet.

COMMITTEE ABSENT: None

OTHERS PRESENT: Mayor Nancy Kemnitzer, City Manager Craig Middleton, Police Chief Jason Wu, Public Works Director Robert Zadnik, and Office Coordinator Beth Haener.

CALL TO ORDER OF REGULAR MEETING

Adam Gavzer called the meeting to order at 6:00 PM.

OPEN FORUM

No one wished to speak.

SCHEDULED ITEMS

1. Comments from the Co-Chair & Committee Member reports.

Co-Chair Adam Gavzer welcomed everyone to The Annual Block Captains Committee Meeting. He discussed the importance of the program, then introduced Police Chief Jason Wu. Chief Wu conversed about the role of the Block Captain in emergency situations and the importance of that role. City Manager Craig Middleton thanked everyone for being there. He described how the City is stepping up its emergency preparedness, and how the Block Captains Program is part of that. He stated his gratitude for everyone's participation in the Belvedere Community. City Manager Middleton then introduced Public Works Director Robert Zadnik, who discussed his three objectives for the program: a functioning communication system, a robust training program, and developing an evacuation assessment. Public Works Director Zadnik thanked everyone for participating in the program.

2 **Discussion on the City's current Belvedere Block Captains Program activities and future program development.**

Co-Chair Gavzer advised on getting comfortable with using the Block Captains radios, and signing up for Alert Marin. He discussed the roles and responsibilities of the Block Captain, and how to help your neighbors.

Vice Chair Adam Brolan discussed the day in the life of a Block Captain, and went into detail regarding the steps to take in an event of an emergency.

The Belvedere Block Captain Radio Training Video was viewed, then discussed. An alert message was sent to all Block Captains cell phones who signed up for Alert Marin. Co-Chair Gavzer emphasized if no alert was received, to please sign up for Alert Marin. Co-Chair Tom Cromwell advised everyone to go over their disaster response plan binders, and went on discuss the P.S.P.S situation, what they learned, and what the Block Captains can do in future similar emergency situations.

Co-Chair Gavzer explained to the audience they are to partake in an emergency scenario. The Block Captains then broke into three groups, participated in emergency scenarios, then discussed what they would do in such storylines.

Co-Chair Gavzer introduced Claire McAuliffe, who expressed the need for recruitment and how to recruit. Co-Chair Cromwell reiterated the need for communication between Block Captains in an emergency. Co-Chair Gavzer thanked everyone for being there.

3. **Future Agenda Items.**

- Access to functional needs during a disaster or prolonged power outage.
- Schedule of meetings.

Adjourn

The meeting adjourned at 6:58 PM.

THE FOREGOING MINUTES were approved at a regular meeting of the Belvedere Block Captains Program Committee on February 13, 2020 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED: _____
Thomas Cromwell, Chair

ATTEST: _____
Robert Zadnik, Public Works Director