

**REGULAR MEETING
BELVEDERE BLOCK CAPTAINS PROGRAM COMMITTEE
THURSDAY, MARCH 19, 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 lengthier presentation or Committee consideration will be agendized for further discussion at a later meeting.

SCHEDULED ITEMS

1. Call to Order
2. Approve Minutes from 2/13/20 meeting
3. Comments from the Chair/Co-Chair.
4. Reports from Staff
5. New Items
 - Discussion of COVID-19 issues.
6. Old Business
 - Continued Discussion of Recruitment Update, Follow Up and On-Boarding.
 - Continued Discussion of Training (Directors Adam Brolan & Adam Gavzer).
 - Scavenger Hunt- June 20, 2020 10:30am-12pm
 - Next Group Training
 - Next Video Training (What & How to Report)
 - Radio Equipment Replacement Report from Sub-Committee.
 - Continued Discussion of Evacuation Decals (Update from PW Director).
 - Continued Discussion of MOU with St. Stephens- Dr. Cromwell.
7. Future Agenda Items
 - MOU for Kimball Hall and the station at Del Mar School.

ADJOURN

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**REGULAR MEETING
BELVEDERE BLOCK CAPTAINS PROGRAM COMMITTEE
THURSDAY, February 13th, 2020, 4:00 P.M.
COUNCIL CHAMBERS
450 SAN RAFAEL AVENUE, BELVEDERE, CA

MINUTES**

COMMITTEE PRESENT: Claire McAuliffe, John Carapiet, Co-Chair Adam Gavzer, and Co-Chair Thomas Cromwell

COMMITTEE ABSENT: Mayor Nancy Kemnitzer, and Vice Chair Adam Brolan

OTHERS PRESENT: City Manager Craig Middleton, Police Chief Jason Wu, Public Works Director Robert Zadnik, Emergency Services Coordinator Laurie Nilson, and Office Coordinator Beth Haener

CALL TO ORDER OF REGULAR MEETING

Co-Chair Thomas Cromwell called the meeting to order at 4:04 PM.

OPEN FORUM

No one wished to speak.

SCHEDULED ITEMS

1. Approve minutes of the January 16th, 2020, meeting.

The minutes were approved with edits.

2. Comments from the Chair & Committee Member reports.

Co-chair Cromwell thanked everyone for their work at the annual Block Captains meeting. The Committee discussed sending out a letter of what materialized at the annual meeting.

Committee Member McAuliffe voiced her support for Chris Denniston as the new Belvedere Incident in Command Member. Co-Chair Cromwell discussed the number of B.I.C. members. Co-Chair Gavzer added his support for Chris Denniston, and discussed meeting with her to bring her up to date. Co-Chair Gavzer stated the B.I.C. are due for a meeting. The committee discussed asking Chris Denniston to become a member of the Block Captains Committee.

3. Discussion on the City's Current Belvedere Block Captain Program Activities and Future Program Development

Committee member McAuliffe reported on the eight new Block Captain members. The Committee discussed recruitment. Co-Chair Gavzer emphasized follow-up with the new members and how it's needed. Committee Member McAuliffe provided the idea of scheduling an onboarding, and how often they should have them. Co-Chair Gavzer re-emphasized the importance of one-on-one welcoming of new members. Co-Chair Cromwell volunteered to be the point person for new Block Captain Members. He stated he and Director of Public Works Zadnik could meet about the details of this.

Emergency Services Coordinator Nilson reported on the evacuation pavement decals. She discussed an article in the Marin Independent Journal which detailed how well received the decals have been in Mill Valley. She reported Chief of Southern Marin Fire and the Fire Chief of Tiburon are on the same page with the evacuation decals, and She hopes the decals will be universal for the entire area. Director of Public Works Zadnik discussed getting a volunteer group together for the decal installment, along with a training program. Discussion of placement, time, quantity of decals, and the Block Captains involvement was discussed by the committee. Co-Chair Cromwell asked that Public Works Director Zadnik and Emergency Services Director Nilson meet with Deputy Fire Marshall Mike Lantier before moving forward. Chief Wu stated his support for the evacuation pavement decals, and discussed obtaining approval of an evacuation siren on Police vehicles. Evacuation plans were discussed by the committee. Emergency Services Coordinator Nilson stated the pre-identified potential evacuation places could be added to the Get Ready Classes. City Manager Middleton stated what they learned through the P.S.P.S is they can't rely on electronic communication and different communication is needed. Nilson stated Tiburon has hired a consultant to examine updating radio coverage, as radio was the one form of communication that worked through the P.S.P.S. Discussion of upgrading and improving the siren was had. City Manager Middleton stated he spoke with Chief Pierce about cost of upgrading the radio coverage, and it was not too costly.

Co-Chair Gavzer reported on the next training video. It will be about how and what to report as a Block Captain.

Co-Chair Gavzer reported on a training session idea for Spring in detail, and stated he will proceed to create more plans for the training session.

Co-Chair Gavzer reported on the Block Captain Radios. He stated Chief Wu sent out an email discussing serious concerns about the radios used by the Block Captains. Chief Wu brought up some thoughts about if these radios are serving the community's needs, and if there are better options. Co-Chair Gavzer agreed the radios are limited and confusing. They discussed creating a new system for the future. Co-Chair Cromwell asked Mr. Zadnik, Chief Wu, and Co-Chair Gavzer to look into a new system.

Co-Chair Gavzer noted Mayor Nancy Kemnitzer and Vice Chair Adam Brolin informed him they would be absent for committee meeting.

4. Future Items

- MOU for Kimball Hall and the station at Del Mar School.

Adjourn

The meeting was adjourned at 5:06 PM.

THE FOREGOING MINUTES were approved at a regular meeting of the Belvedere Block Captains Program Committee on March 19, 2020 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED: /s/Thomas Cromwell, Co Chair _____

ATTEST: /s/Robert Zadnik, Director of Public Works _____