

**REGULAR MEETING
BELVEDERE BLOCK CAPTAINS PROGRAM COMMITTEE
THURSDAY, JULY 18, 2019, 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. Approve minutes of the May 16, 2019, meeting.
2. Comments from the Chair & Committee Member reports.
3. Discussion on the City's current Belvedere Block Captains Program activities and future program development.
4. Future Agenda Items.

ADJOURN

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**SPECIAL MEETING
BELVEDERE BLOCK CAPTAINS PROGRAM COMMITTEE
THURSDAY, MAY 16, 2019, 4:00 P.M.
COUNCIL CHAMBERS
450 SAN RAFAEL AVENUE, BELVEDERE, CA**

MINUTES

COMMITTEE PRESENT: Adam Brolan, Adam Gavzer, Claire McAuliffe and Chair Thomas Cromwell

COMMITTEE ABSENT: Marty Winter

OTHERS PRESENT: City Clerk Alison Foulis, City Manager Craig Middleton, and Police Chief Jason Wu

CALL TO ORDER OF REGULAR MEETING

Thomas Cromwell called the meeting to order at 4:00 PM.

OPEN FORUM

No one wished to speak.

SCHEDULED ITEMS

1. Introductions and appointment of a Chair and Vice Chair.

Dr. Cromwell introduced new Belvedere Chief of Police Jason Wu to the Committee. The Committee Members discussed the Chair and Vice Chair position and Dr. Cromwell was unanimously appointed as Chair and Adam Brolan was unanimously appointed Vice Chair.

2. Comments from the Chair & Committee Member reports.

Chair Cromwell discussed the committee structure and function. It was unanimously decided that Claire McAuliffe should serve as Editor, and Adam Gavzer as Assistant Editor, of the Block Captains Newsletter. Adam Brolan and Adam Gavzer were unanimously appointed as Co-Recruitment & Training Directors.

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

The Committee discussed the Block Captain's Incident Command process and the importance of training for all Block Captains to practice and ask questions of more

experienced volunteers and law enforcement. The Committee then discussed the recent Marin County Grand Jury report on fire preparedness and how their recommendations can improve the Block Captain Program. It was agreed that increasing awareness through fire season classes and publicity at the upcoming Belvedere Concerts-in-the-Park were important steps in keeping the momentum of the Program. The Committee discussed the importance of coordination between the Block Captain and GetReady! Programs and the need for a staff person to oversee that coordination.

4. Approval of the Committee's regular meeting schedule.

The committee approved a regular meeting schedule of the third Thursday of odd months at 4 PM.

5. Future Agenda Items.

Chair Cromwell distributed an article on volunteer responders and requested the Committee read the article and the Grand Jury report on fire preparedness.

Vice Chair Brolan stated that he will continue working to schedule a tour of an active Emergency Operations Center (EOC).

Adjourn

The meeting was adjourned at 5:20 PM.

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

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED: _____
Thomas Cromwell, Chair

ATTEST: _____
Alison Foulis, City Clerk