



## BEAR VALLEY COMMUNITY SERVICES DISTRICT

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28999 South Lower Valley Road • Tehachapi, CA 93561-7460  
PHONE 661-821-4428 • FAX 661-821-0180

### PUBLIC SAFETY COMMITTEE AGENDA

October 21, 2021

3:00 pm

In accordance with Assembly Bill 361 (AB 361) and the continuing state of emergency, including social distancing directives as a result of the threat of the COVID-19 virus, Board members and BVCS D staff will be participating in this meeting remotely. There will not be a physical location for this meeting. Members of the public may participate in the meeting in the following ways:

1. **Open Session Webinar Link:** <https://us02web.zoom.us/j/84160054683>
2. **Phone:** Dial (for higher quality, dial a number based on your current location):  
US: +1 669 900 9128 or +1 253 215 8782 or +1 346 248 7799 or +1 312 626 6799 or +1 646 558 8656 or +1 301 715 8592  
**Webinar ID:** 841 6005 4683
3. **International numbers available:** <https://us02web.zoom.us/j/kcq7wdEc8s>
4. **Email:** You may submit comments on a specific item to [kmcewen@bvcsd.org](mailto:kmcewen@bvcsd.org). Please send your email at least one hour prior to the start of the meeting.

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**COMMITTEE MEMBERS:** Chair: Terry Quinn; Vice-Chair: Greg Hahn  
Staff: General Manager Bill Malinen; Interim Chief of Police Jeff Kermode; Secretary of the Board Kristy McEwen  
Citizen Volunteers: Geva Frevert; Robert Glaser; Jim Nelson

#### AGENDA ITEMS:

1. **Approval of Agenda**
2. **Approve Minutes of the June 17, 2021 Public Safety Committee Meeting**
3. **Public Comments on Non-Agenda Items**  
Members of the public may address the Committee on items within its subject matter area which are not listed on this Agenda. The Committee cannot take action on any item that is not on the Agenda. The Committee or staff may briefly respond to statements made or questions posed, or may ask questions for clarification. These items may also be referred to staff or scheduled on a future Agenda. There will be a separate opportunity for public comment for each item on the Agenda.
4. **Information & Discussion Items:**
  - A. Emergency Operations Center Exercise Review
  - B. Disaster Preparedness Advisory Council (DPAC) Report
5. **Committee Member Comments**
6. **Staff Comments**

7. **Adjournment:** The next regularly scheduled meeting of the Public Safety Committee is December 16, 2021.

Signed October 14, 2021

*Kristy McEwen*

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Kristy McEwen, Secretary of the Board



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PHONE 661-821-4428 • FAX 661-821-0180

### PUBLIC SAFETY COMMITTEE MINUTES

June 17, 2021

3:00 pm

In accordance with the Governor's Executive Order (N-29-20) and the declared State of Emergency, including social distancing directives as a result of the threat of the COVID-19 virus, Board members and BVCS D staff will be participating in this meeting remotely. There will not be a physical location for this meeting. Members of the public may participate in the meeting in the following ways:

1. **Open Session Webinar Link:** <https://us02web.zoom.us/j/87849018239>
2. **Phone:** Dial (for higher quality, dial a number based on your current location):  
US: +1 669 900 9128 or +1 253 215 8782 or +1 346 248 7799 or +1 312 626 6799 or +1 646 558 8656 or +1 301 715 8592  
**Webinar ID:** 878 4901 8239
3. **International numbers available:** <https://us02web.zoom.us/j/kc97wdEc8s>
4. **Email:** You may submit comments on a specific item to [kmcewen@bvcsd.org](mailto:kmcewen@bvcsd.org). Please send your email at least one hour prior to the start of the meeting.

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**COMMITTEE MEMBERS:** Chair: Terry Quinn; Vice-Chair: Gregory Hahn  
Staff: General Manager Bill Malinen; Chief of Police Tim Melanson; Secretary of the Board Kristy McEwen  
Citizen Volunteers: Geva Frevert (absent); Robert Glaser; Jim Nelson

#### AGENDA ITEMS:

1. **Approval of Agenda**  
The agenda was approved unanimously by the committee.
2. **Approve Minutes of the April 15, 2021 Public Safety Committee Meeting**  
The minutes were approved unanimously by the committee.
3. **Public Comments on Non-Agenda Items**  
Members of the public may address the Committee on items within its subject matter area which are not listed on this Agenda. The Committee cannot take action on any item that is not on the Agenda. The Committee or staff may briefly respond to statements made or questions posed, or may ask questions for clarification. These items may also be referred to staff or scheduled on a future Agenda. There will be a separate opportunity for public comment for each item on the Agenda.
4. **Information & Discussion Items:**
  - A. Public Safety Report – the committee reviewed the format of the monthly report submitted at the board meetings and had no recommendations for changes. Chief

Melanson and Mr. Malinen reviewed the method for calculating call response time, which includes removing officer-initiated activities.

- B. Disaster Preparedness Advisory Council (DPAC) Review – Mr. Glaser reviewed areas of concern identified by the DPAC, including EMS response time to the community, communication challenges during emergency events, implementation of an early warning system, community outreach and training exercises. Mr. Malinen explained that the council should meet with him prior to taking action on any of these items in order to best coordinate the use of District resources and staff considerations.

Mr. Nelson spoke of his extensive experience with the DPAC and encouraged the council to research and revitalize the CERT program.

5. **Committee Member Comments** – The entire committee joined in thanking Chief Melanson for his service to BVPD and the community and wished him the best for the future.
6. **Staff Comments** - None
7. **Adjournment:** The meeting was adjourned at 4:06 pm. The next regularly scheduled meeting of the Public Safety Committee is August 19, 2021.

*Kristy McEwen*

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Kristy McEwen, Secretary of the Board

## STAFF REPORT

AGENDA ITEM #4A  
*September 9<sup>th</sup> EOC Exercise After Action Report*



MEETING DATE: October 21, 2021

PREPARED BY: Jeff Kermode  
Interim Chief of Police

AGENDA TITLE: September 9<sup>th</sup> EOC Exercise After Action Report

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On Thursday, September 9, 2021, the CSD conducted an Emergency Operations Center (EOC) exercise at the Bear Valley PD facility. Such exercises are required by FEMA and our own BVCSO Emergency Operations Plan. It has been more than two years since such an exercise has been conducted by the CSD and most current CSD employees have never participated in an EOC exercise or an active EOC. The exceptions being the General Manager, the Interim Police Chief, and current and former BVPD employees.

Based upon the above information, this exercise was intended as a workshop and learning experience for CSD staff, rather than an active, real-time, simulation of an actual event. On Tuesday, September 7<sup>th</sup>, the General Manager and Interim Chief conducted an orientation to the EOC and the exercise for participating CSD staff in preparation for the event.

On the morning of September 9<sup>th</sup>, CSD staff members from all departments gathered in the BVPD EOC and were seated in their assigned work areas as identified in the Incident Command System. Appropriate forms, equipment, and job responsibilities were pre-placed at each work area.

Robert Glasser, then Chair of the DPAC, acted as a facilitator and walked the EOC team through a simulation of a wildfire that began between Bear Valley and Highway 58. Each time Mr. Glasser introduced new information about the progress of the fire, the General Manager and Interim Chief facilitated a discussion with EOC staff members regarding their individual roles as members of the EOC team. These discussions included anticipated needs from field staff, how to handle requests from the field, how to locate necessary resources, and the where, when, and how to evacuate community members and their large and small animals.

At the conclusion of the scenario, the EOC team participated in a lengthy discussion regarding community needs and CSD resources in preparation for various types of disasters. The items listed below reflect the needs and concerns identified during that staff discussion.

It is the General Manager's intent to build upon the September 9<sup>th</sup> exercise by continuing ongoing training for CSD staff and conducting follow-up exercises.

## STAFF REPORT

AGENDA ITEM #4A  
*September 9<sup>th</sup> EOC Exercise After Action Report*

### EOC EXERCISE DEBRIEF ITEMS

#### **Equipment**

- Satellite Phone
- Radios - Hand Held
- Electronic Sign @ Gate
- Go Bags for EOC staff
- Siren Warning System
  - PA capable?
- Possible grant funding for above items?

#### **Training**

- WebEOC Software
- PD Comm system
  - (written instructions)
- Ongoing training in SEMS, NIMS, & ICS

#### **Troubleshooting**

- Land Line Phone connections
- Cell Phone Availability in EOC
- WebEOC connection
- Wi-Fi Availability in EOC

#### **Public Outreach**

- Self-sufficiency (water)
- Plan for pets @ home
- Plan for children @ home
  - you may not be able to get in if you're coming from out of area
  - arrange w/ neighbors or friends
  - pets chipped?
- Large animal preparation
- Evacuation Zones

#### **Actions**

- Door code for EOC staff access
- ID Badges - Disaster Worker
- Contact BVSA GM (role?)
- Local Vendor list
- Confirm Contact #s
  - KCEOC sections
  - District personnel

## STAFF REPORT

### AGENDA ITEM #4A *September 9<sup>th</sup> EOC Exercise After Action Report*

- Create Code Red Subgroups
- Protocols for Alternate EOC Location
- Inventory & Evaluate radios
- 3rd Radio channel available?
- Establish primary contact #
- Identify Evacuation Considerations
  - Review w/ KCFD
- Research Mutual Aid Agreements
  - Establish public outreach message phone # for status updates