



**CHRISTMAS TREE HILL  
NEIGHBORHOOD RESPONSE GROUP**  
[www.cthnrg.org](http://www.cthnrg.org) / [cthnrg@gmail.com](mailto:cthnrg@gmail.com)

**March 31, 2019**

**BI-MONTHLY GENERAL MEETING MINUTES**

**ATTENDEES**

**Steering Committee Members:** Mark Levie (ZC-1), Anita Bock (ZC-5), Mark Brooks (ZC-7), David Kunhardt (ZC-3), Al Williams (BC/ZC-6), Beth O'Neill (ZC-4)

**Block Captains:** Gina Ponticello, Ann Bentley, Debra Sartell, Christy Smith, Kevin & Collin Woodall, Mariellen Stern, Scott Thorpe, Lauren Berry, Leslie Cunningham

**Volunteers and Guests:** Marla Orth, Annie Reid

Co-Chair Mark Levie convened the meeting at 4:05 PM, welcomed all attendees and introduced guest speaker Marla Orth, Resilience Coordinator, Town of Corte Madera.

**Standing Agenda Items:**

- I. **Sub-Committee Reports/Updates**
  - **Finance & Operations: Anita Bock**

**Budget:** The current cash on hand balance is \$2,653 and the 2019 spending plan currently lists \$1,663 in needed equipment and supplies, which includes \$851 for 10 pairs of Midland radios and accessories for medical team leader members. Steering Committee approval was requested and granted for making the radio purchases right away. The rest of the spending plan will be discussed at the next meeting. Once the 2019 spending plan is finalized, CTH NRG will make a request to the Hill Dwellers Association for the transfer of \$1,000 remaining in their account to be spent on additional medical disaster preparedness and Incident Command equipment and supplies.

**Medical Teams:** Development continues on creating medical teams, identifying first aid field unit locations, and providing medical supplies in each zone. Each of the Zone Coordinators have been requested to reach out to the medically trained individuals (FADR, CERT, medical professionals) in their zone and to work on establishing a zone Medical Team Leader to work with the ZC to determine needed resources and training. Jordan Rinker, MD is the overall Medical Team leader and Deb Colina has agreed to be a co-leader and back up for him. Cinda will serve as the Medical Team Liaison to the Steering Committee and we are still seeking an Administrative Volunteer for the Medical Team.

**The next medical team meeting is on Sunday, April 28<sup>th</sup> at 3:00 PM (just prior to the Steering Committee/Zone Coordinators' meeting at 4:00 PM). All ZCs are requested to attend the next Medical team meeting.**

- **Communications/map updates: Scott Thorpe**

A number of map updates/revisions have been brought to Scott's attention that will be made in the near future. BC's should please bring map related issues to Scott's attention as soon as possible so that they can be included in the V15 revision.

- **Public Relations: David Kunhardt:** Nothing new to report

- **Zone, Block & Situation Management: Mark Levie**

BCs are requested to please keep up efforts to gather resident information. We have roughly 45% of completion so we still have a way to go. We also need to continue efforts to recruit BCs for the following vacancies:

**Zone 1:** 2 BC vacancies

**Zone 2:** 1 BC vacancy

**Zone 3:** 2 BC vacancies

**Zone 4:** 1 BC vacancy

**Zone 5:** 2 BC vacancies

**Zone 6:** 2 BC vacancies

**Zone 7:** 1 BC vacancy

ZCs are reminded of the following suggestions made at last month's meeting, both for gathering resident information and recruiting BCs:

- Regular monthly ZC/BC recruitment notices posted on Next Door
- Meet and greet events, either by zone or one large annual spring/summer event at Menke Park
- One-on-one recruitment as people interact with each other on the Hill

- **March 10 Drill debrief: Anita Bock**

All BCs and ZCs were again thanked for their participation. A significant number of resident information forms came in after the drill, 2 new BCs signed up and awareness of the CTH NRG mission and purpose grew, three of the primary goals of the drill. The most significant lesson learned from the drill is that a significant number of CTH homes cannot be seen from the road (behind fences or foliage, or too far from the road) and as a result there is a pressing need to identify an alternate alert system for those residences, other than OK/HELP signs. Planning should start for the November drill no later than June and identifying an alternate alert system should ideally be part of November drill preparation.

We are pleased to welcome the following new Block Captains:

Zone 5 – Block 3: Kim Le

Zone 2 – Block 5: Brandon & Margaret Hemley

- **Incident Command: Mark Brooks**

Incident Command was set up in Menke Park for the March drill and the most important lesson learned is the need to develop a succession plan and to increase the number of people trained to activate, mobilize and run IC. The current roster of IC team members is: Nate Blomgren, Mark Brooks, Anita Bock, Cinda van Lierop and Mark Levie. An IC training session will be offered in the near future. IC members should not also be BCs, as this poses a significant conflict in roles,

non-BC volunteers and Zone Coordinators are strongly encouraged to attend IC training. Additional IC team members that are trained are urgently needed as running IC during a real disaster will definitely require multiple volunteers. If you are not a BC and are willing and available to attend training, please consider volunteering for this important role.

## **II. Guest Presentation: Marla Orth, Corte Madera Resilience Coordinator**

Marla explained the Neighborhood Chipper Program and how the CTH NRG can participate in the Program, gave a brief overview of the FireWise Program and its benefits, and highlighted the Certified Comprehensive First Aid Program.

**See the articles/flyers on Firewise Marin, the Corte Madera Chipper Program and the Certified Comprehensive First Aid Program training dates for more information.**

After discussion members present agreed to pursue CTH chipper days in late May. Anita will iron out details with Marla and keep members advised of if and when the CTH chipper days will occur.

**5:10 PM Meeting adjourned**

### **NEXT MEETING DATES:**

**Sunday, April 28, 2019 at 3:00 PM – Medical Team Meeting**

**Sunday, April 28, 2019 at 4:00 PM – Steering Committee/Zone Coordinators' Meeting**

## **EVERYONE IS WELCOME TO ATTEND ALL CTH NRG MEETINGS**

**All meetings, unless otherwise indicated, are held at the  
Corte Madera own Hall in the Council Chambers**

### **We urge you to attend the following May 4<sup>th</sup> wildfire preparedness event:**

**Event:** A FREE forum, presentation and panel discussion on wildfire preparedness, and an introduction to important new efforts that will help make Marin more wildfire resilient. We'll have tables and booths representing a variety of stakeholders, contractors, and agency representatives of industries who play a role in Marin's wildfire readiness.

**What:** Opening with a special guest presentation from a Camp Fire evacuation survivor, the Marin Wildfire Forum will look at prevention and preparedness through a countywide lens. Representatives from local government, fire agencies, land managers, emergency services, law enforcement, community leaders and wildfire experts will update residents on progress to date, work to come, and future needs. Residents will learn what they can do to protect their homes and what we can do together to make Marin as wildfire safe and emergency ready as possible.

**Why:** Wildfire prevention and emergency preparedness are countywide priorities. Great work is being done in communities across Marin, but there is much more to do. Fire knows

no boundaries. We must work together as one community to make all of Marin as wildfire safe and emergency ready as possible.

**When:** Saturday, May 4 from 10 AM to noon.

**Where:** [Embassy Suites, San Rafael](#)

**Contact:** Jennifer Gauna, 415.473.6159 or [jgauna@marincounty.org](mailto:jgauna@marincounty.org)

**Registration:** optional but encouraged at <https://bit.ly/2usj1ki>

**Event sponsors:** FIREsafe MARIN, County of Marin, Firewise USA, Marin County Fire Chiefs Association.



Wildfire Community Preparedness Day  
Saturday, May 4, 2019 10AM – Noon  
Embassy Suites, San Rafael

# Marin Wildfire Forum

A communitywide forum for residents

- ✓ learn about local wildfire prevention and emergency preparedness efforts through a countywide lens;
- ✓ find out what you can do to protect your home and property;
- ✓ work together to make Marin wildfire safe and emergency ready.

**FIRE Safe**  
MARIN  
[www.firesafemarin.org](http://www.firesafemarin.org)

**FIREWISE USA™**  
RESIDENTS REDUCING WILDFIRE RISKS

**MARIN COUNTY FIRE CHIEFS**

**COUNTY OF MARIN**

All public meetings and events sponsored or conducted by the County of Marin are held at accessible sites. If you are a person with a disability and require information or materials in alternative formats, please contact staff at least five business days in advance at (415) 473-6159 or (415) 473-4381 (voice/TTY) or e-mail [disabilityaccess@marincounty.org](mailto:disabilityaccess@marincounty.org).

# Firewise USA Recognition Program



**FIREWISE USA™**  
RESIDENTS REDUCING WILDFIRE RISKS

**MARIN IS THE FASTEST GROWING FIREWISE COUNTY IN THE US!**

FIRESAFE MARIN CAN HELP YOUR COMMUNITY ACHIEVE FIREWISE RECOGNITION! SOME INSURANCE COMPANIES NOW OFFER SUBSTANTIAL DISCOUNTS TO HOMEOWNERS IN RECOGNIZED FIREWISE COMMUNITIES.

The Firewise USA Program encourages local solutions for safety by involving homeowners in taking individual responsibility for preparing their homes from the risk of wildfire. The program provides resources to help homeowners learn how to adapt to living with wildfire while encouraging and empowering neighbors to work together to take actions now to reduce their wildfire risk and prevent losses. Join the growing network of more than 1,500 recognized Firewise communities taking actions and ownership in preparing and protecting their homes against the threat of wildfire.

SCIENTIFIC RESEARCH HAS SHOWN THE EFFECTIVENESS AND BENEFITS OF IMPLEMENTING WILDFIRE MITIGATION CONCEPTS ACROSS INDIVIDUAL PROPERTY BOUNDARIES AND THROUGHOUT COMMUNITIES.



Using a six-step process, communities develop an action plan that guides their residential risk reduction activities, while engaging and encouraging their neighbors to become active participants in building a safer place to live. Neighborhoods throughout Marin and the United States are embracing the benefits of becoming a recognized Firewise Community – and you can too!

The process is simple, and FIRESafe MARIN and the Firewise USA program will provide necessary educational materials, training, expertise and assistance, while allowing your neighborhood to take actions and take responsibility!

The following steps will get your community started and on their way to receiving their official Firewise Communities USA recognition status, and the honor of proudly displaying their own high-profile signage along with many other benefits.

**The six steps of Firewise recognition:**

1. Form a Firewise board or committee representing at least 8 and no more than 2500 homes in your community.
2. Conduct a wildfire risk assessment for your neighborhood or community.
3. Create an Action Plan.
4. Conduct educational outreach in your neighborhood.
5. Invest a minimum of only \$25 **per home** in local wildfire risk-reduction actions for the year.
6. Submit an online application - FIRESafe MARIN will help!



[CONTACT FIRESAFE MARIN FOR DETAILS.](#)



## CERTIFIED COMPREHENSIVE FIRST AID TRAINING (CCFA)



In our continuing commitment to emergency preparedness the Town of Corte Madera is sponsoring training classes for community members. This is one of the many ongoing efforts town-wide to build community awareness, preparation and resilience.

- The 5-hour class is certified (2 years) by the American Safety and Health Institute (ASHI)
- The course material covers child & adult CPR, appropriate use of Automated External Defibrillators (AEDs), how to manage blood borne pathogens, appropriate skilled first-aid training, and coordination and interaction with badged first-responders
- The course is hands-on, interactive and focused
- The course will give special attention to our local vulnerabilities of fire and earthquake response
- Beverages and snacks will be provided
- Please wear comfortable shoes and clothing and be prepared to be engaged!
- Participants completing the course will receive a home first-aid kit
- Adults (18 years or older only) may sign-up by emailing Lorena Barrera at [lbarrera@tcmmail.org](mailto:lbarrera@tcmmail.org) or by calling 415-927-5086. Early enrollment is encouraged
- Classes are offered on a first-come, first-served basis
- Questions regarding the course curriculum may be directed to Marla Orth ([dhsys@sbcglobal.net](mailto:dhsys@sbcglobal.net))
- Questions regarding enrollment may be directed to Lorena Barrera at [lbarrera@tcmmail.org](mailto:lbarrera@tcmmail.org)
- All classes will be held at the Corte Madera Community Center and begin promptly at the specified time

### Class Dates for the Corte Madera community are:

- \* Saturday, May 4, 2019 at 10:00 AM
- \* Saturday, September 28, 2019 at 10:00 AM



Your skilled efforts can potentially save a life or prevent a disability. Giving you the skill set will remove the fear and hesitation to act quickly and appropriately.

*Thank you for your commitment to our Town's safety.*