



# TOWN OF FAIRFAX

## STAFF REPORT

### December 2, 2020

**TO:** Mayor and Town Council

**FROM:** Garrett Toy, Town Manager

**SUBJECT:** Discuss concept of forming a Community Emergency/Disaster Preparedness Committee

---

#### **RECOMMENDATION**

Discuss the concept of forming a Community Emergency/Disaster Preparedness Committee.

#### **DISCUSSION**

Mayor Goddard has requested that the Council consider the formation of a Community Emergency/Disaster Preparedness Committee (Committee). The Committee would be modeled after similar committees established in Mill Valley and Sausalito. The role of the Committee would be different than the Council's Disaster Council. As established by Town Code Chapter 2.52.040, the Disaster Council's role is "...to develop and recommend for adoption by the Town Council, emergency and mutual-aid plans and agreements and such ordinances and resolutions and rules and regulations as are necessary to implement such plans and agreements."

The role of the Community Safety/Emergency Preparedness Citizens Committee (Committee) would not be regulatory in nature. The Committee would not hear, advise, or make recommendations on public safety/emergency procedures, personnel matters, or policies. We envision its role would be, but not limited to, providing community forums on emergency preparedness (e.g., meetings, website), making recommendations on Town programs and community outreach and education activities, and coordinating with Firewise neighborhoods and neighborhood resource groups (NRG's). The Committee would generally focus on tangible, practical, cost-effective actions that can be implemented at the local level with regard to emergency and disaster preparedness for businesses and residents.

There are numerous details that the Council would need to discuss if it wanted to form such a committee, but the first step in the process is to decide if the Council wants to continue to explore the concept. If so, the matter would be agendaized for a future Council meeting at which time the Council could begin to discuss such policy issues as:

- Purpose and role of the Committee
- Number and composition of committee members (e.g., residents, business reps)
- Council liaison (s) to the Committee
- Level of staff support: Police, Fire (disaster preparedness coordinator), and/or other staff
- Budget

#### **FISCAL IMPACT**

N/a