



Date/Time of Meeting: Thursday, January 21, 2021

Location: Digital

Subject: Steering Committee Meeting No. 1

Project Name: City of Oakland Local Hazard Mitigation Plan Update

In Attendance
City of Oakland Attendees: *Jessica Feil, Angela Robinson Pinon, Kelly Nguyen, Alex McBride, Christina Ferracane, Daniel Findley, Shayna Hirshfield-Gold, Ed Manasse, Julian Ware, Micaela Pronio, Daniel Hamilton, Kristin Hathaway, Jimmy Mach, Anh Nguyen, Karen Boyd, Orlando Arriola, Warren Logan, Joe DeVries, Paul Hess, Nick Luby, Megan Wier*

Tetra Tech Team: Bart Spencer, Rob Flaner, Carol Baumann, Jeana Wiser, Des Alexander

Not Present: *Michael Branson, Scott Means, Dana Riley, Michael Hunt, Greg Elliot, Wlad Wlassowsky, Tim Burch, Matt Lee. Issam Shahrouri is no longer with the city and will be removed from the list.*

Summary Prepared by: Des Alexander

Quorum – Yes or No Yes (established as 51% attendance)

Welcome and Introductions

- Jessica Feil welcomed everyone to the call at 10:02 am
- After reviewing the agenda, Jessica passed the meeting to Des Alexander for the roll call

Steering Committee Role

- Bart Spencer discusses the purpose of the steering committee. He explains that the steering committee serves as an advisory body for the LHMP and that they do not set policy or govern decisions for the City of Oakland. The committee should include organizations or departments that affect hazard mitigation in the City of Oakland. Meetings are open to the public.
- Bart then discusses the expectations and the organizational structure. He states that all members commit to attending meetings and that both a chair and vice-chair need to be selected. After discussion, Jessica Feil is selected as Chair and Daniel Findley is selected as Vice-Chair. During the voting discussion, it is determined that the steering committee will also include members of the Core Planning Team, which brings the total membership to 31.
- While discussing the ground rules, the standing date for the next three steering committee meetings is the 3rd Thursday of the month from 10am-11am. Alternates will be eliminated, and Quorum is determined to be 51% of committee in attendance, and consensus rather than voting will be the way motions are passed. There were no comments on the decision-making ground rules as written.
- In the public engagement portion, clarification was requested regarding each member's responsibility for their department's public engagement. Jessica discussed the city's plan to use the website as a primary point of outreach and that strategies are being discussed in depth





within the Core Planning Team. She states that steering committee members should seek to amplify any messaging that comes from the Core Planning Team within their own communities.

Planning Process

- Bart discusses the importance of establishing the mission statement, goals, and objectives. He explains that each of these serves to guide each phase of the project and that the objectives get specifically tied to the plan's action items at the end. The project will ultimately serve two purposes: providing Oakland with a hazard mitigation direction and helping the city identify grant-eligible projects.
- A motion to approve the mission statement was made by Joe DeVries and seconded by Warren Logan. The mission statement was then approved by consensus with no dissent.
- A motion to approve the goals was made by Joe DeVries and seconded by Daniel Findley. The goals were then approved by consensus with no dissent.
- The objectives will be tabled until the next steering committee. In the meantime, the CPT will make refinements and reach out to the SC for comment. An initial comment was made to address disabilities within the objectives.
- Bart then briefly discussed the project's status. The Tetra Tech team is currently identifying hazards and completing the associated profiles. He states that the GIS staff will put together information on the hazards identified by the Core Planning Team using several data sources. Des Alexander will then write the specific hazard profiles.
- Given the expedited timeframe, Bart emphasizes the importance of remaining on track with the process. CalOES and FEMA are aware of the expedited timeline.

Hazard Analysis

- Bart briefly updates the committee on progress. The hazards have been identified and the TT team is currently developing the profiles.

Public Engagement

- Jeana discusses the public engagement process and updates the group on progress. Regarding messaging, all communications will be directed back to the website and an associated email address. She is working with Michael Hunt and Jessica Feil to streamline messaging so that no one will have to draft their own, and she stated that Michael Hunt is the likely final POC for messaging and communication approval.
- The website has been launched, as have the media release and survey. As of 1/21, there were 131 responses to the survey, which will be available for residents and stakeholders through mid-February. The top 3 concerns thus far were earthquake, pandemic, and wildfire, although severe weather was also highly ranked. The media release has gone to both the Mayor and the major PIO staff in the city. Michael Hunt shared an interview for East Bay News Service on the process and will also be working on the social media push.
- Once the messaging is streamlined, all emails will be ready for delivery to key community and city officials. Jeana reiterates that since the SC meetings will be open to the public, that can be another way for the public to provide comment.

Requests and Comments





- Bart opens the meeting up for additional comment from the committee. One comment reiterates the importance of addressing equity concerns within the plan and asks that they be centered within the process. A Core Planning Team member states that focus groups will also be included as part of the public outreach process.
- A committee member from Public Works also asks about how hazard mitigation planning interfaces will be discussed in future meetings. Rob Flaner then explains the Core Capability Assessment to the committee and discusses the importance of plans such as Capital Improvements being important to the plan. He states that the tables that have been posted in the drive will be shared with the department.
- It is highlighted that since this process is preceding a lot of similar plans within the city, it is highly likely that the LHMP process will inform land use policy and overlap with future efforts in the City of Oakland (ex. Safety Element update in July 2021). Rob states that as other plans are being adopted, Tetra Tech wants city officials to be made aware of the LHMP and to have discussions on how the plan can be integrated into their projects and vice versa.

Next Steering Committee Meeting

- Thursday, February 18, 2021 at 10am
- The objectives and appropriate links will be provided prior to the meeting
- All meeting minutes and agendas will be published on the website

Adjourn

- Motion by Joe DeVries, Seconded by Paul Hess
- Meeting adjourned at 12:02 PM

