## 2025 EMERGENCY PREPAREDNESS AD HOC COMMITTEE SPECIAL MEETING AGENDA

"We are a vibrant, livable, and inclusive community dedicated to quality services, safety, financial strength, sustainability, preservation, and progress with equal representation for our community."

City Council Chamber 225 West Second Street Claremont, CA 91711



Monday July 28, 2025 6:30 PM

#### **AD HOC COMMITTEE MEMBERS**

#### JENNIFER STARK CHAIR

ED REECE LEIF CAMERON TIM DUNFEE LARRY GRABLE
ROBERT GRIMES MIKE HALLINAN BOB KERN
JOHN NEIUBER RICHARD RIVERA RECO SANDERS
DEBORAH SCOTT TOUX KEVIN WARD RICHARD WEINER JASON WONG

NOTICE IS HEREBY GIVEN that a special meeting of the 2025 Emergency Preparedness Ad Hoc Committee of the City of Claremont, California, as called by the 2025 Emergency Preparedness Ad Hoc Committee of the City of Claremont, will be held on the 28<sup>th</sup> day of July 2025, at 6:30 PM at the above location for the purpose of considering the items listed below. The Brown Act provides for an opportunity for members of the public to address the Committee concerning the items described below.

Meetings are open to the public for in-person attendance. The meeting will be live streamed via Zoom, technology permitting. Members of the public will not be able to provide public comment via Zoom. To watch the meeting via Zoom, use the following link: https://zoom.us/j/99582385868. To listen via telephone dial (213)338-8477, Webinar ID: 995 8238 5868. The recorded meeting will be uploaded to the City website and archived.

#### **OPTIONS FOR PUBLIC COMMENT**

Public comment may be provided by one of the following methods. Each speaker will be given up to three (3) minutes to provide their comment.

#### **IN-PERSON LIVE COMMENTS**

When public comment is announced, please proceed to the speaker's podium one by one.

#### E-MAIL/MAIL

Written comments sent to the Emergency Preparedness Ad Hoc Committee will be distributed to the Committee and imaged into the record of the meeting. Email: <a href="mailto:snguyen@claremontca.gov">snguyen@claremontca.gov</a>. Mail: PO Box 880, Claremont, CA 91711. Written comments submitted after publication of the agenda will be made available in the document archive system on the City website as soon as possible - www.claremontca.gov.

For assistance, comments, or more information please contact Stephanie Nguyen, Commission Secretary, (909)399-5404.

## <u>CALL TO ORDER THE SPECIAL MEETING OF THE 2025 EMERGENCY PREPAREDNESS AD HOC COMMITTEE</u>

#### **ROLL CALL**

#### **CONSENT CALENDAR**

#### 1. 2025 EMERGENCY PREPAREDNESS AD HOC COMMITTEE OVERVIEW

Recommendation: Staff recommends the Committee approve and file the revised 2025 Emergency Preparedness Ad Hoc Committee Planning Document.

#### 2. 2025 EMERGENCY PREPAREDNESS AD HOC COMMITTEE MINUTES OF JUNE 23, 2025

Recommendation: Staff recommends the Committee approve and file the special 2025 Emergency Preparedness Ad Hoc Committee minutes of June 23, 2025.

#### **ADMINISTRATIVE ITEMS**

#### 3. BROWN ACT PRESENTATION FROM THE CITY ATTORNEY'S OFFICE (ORAL REPORT)

Recommendation: Staff recommends the Committee receive an oral report and presentation on the Ralph M. Brown Act from Stephanie Talavera of Rutan & Tucker, LLP.

#### 4. PRESENTATION FROM CLEAN POWER ALLIANCE (ORAL REPORT)

Recommendation: Staff recommends the Committee receive an oral report and presentation from Clean Power Alliance.

#### 5. PRESENTATION ON THE CITY'S FIRE HAZARD SEVERITY ZONES (FHSZ) (ORAL REPORT)

Recommendation: Staff recommends the Committee receive an oral report and presentation from City staff regarding the City's Fire Hazard Severity Zones (FHSZ).

## 6. <u>PRESENTATION FROM THE LOS ANGELES COUNTY FIRE DEPARTMENT FORESTRY</u> DIVISION (ORAL REPORT)

Recommendation: Staff recommends the Committee receive an oral report and presentation from the Los Angeles County Fire Department Forestry Division.

#### 7. CITY EMERGENCY OPERATIONS PLAN FRAMEWORK DEVELOPMENT (ORAL REPORT)

Recommendation: Staff recommends the Committee discuss the development of a draft Emergency Operations Plan framework.

#### **REPORTS**

Staff

Committee

#### **ADJOURNMENT**

THE NEXT SPECIAL MEETING OF THE 2025 EMERGENCY PREPAREDNESS AD HOC COMMITTEE WILL BE HELD ON SEPTEMBER 22, 2025, AT 6:30 PM, IN THE CLAREMONT COUNCIL CHAMBER, 225 WEST SECOND STREET, CLAREMONT, CA 91711.

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT OF 1990, THIS AGENDA WILL BE MADE AVAILABLE IN APPROPRIATE ALTERNATIVE FORMATS TO PERSONS WITH DISABILITIES. ANY PERSON WITH A DISABILITY WHO REQUIRES A MODIFICATION OR ACCOMMODATION IN ORDER TO PARTICIPATE IN A CITY MEETING SHOULD CONTACT THE CITY CLERK AT 909-399-5461 "VOICE" OR 1-800-735-2929 "TT/TTY" AT LEAST THREE (3) WORKING DAYS PRIOR TO THE MEETING, IF POSSIBLE.

I, STEPHANIE NGUYEN, SENIOR ADMINISTRATIVE ASSISTANT OF THE CITY OF CLAREMONT, CALIFORNIA, HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE FOREGOING AGENDA WAS POSTED AT CLAREMONT CITY HALL, 207 HARVARD AVENUE, ON JULY 24, 2025, PURSUANT TO GOVERNMENT CODE SECTION 54956.

POST THROUGH: July 29, 2025

TO: 2025 EMERGENCY PREPAREDNESS AD HOC COMMITTEE

FROM: KATIE WAND, DEPUTY CITY MANAGER

DATE: JULY 28, 2025

SUBJECT: 2025 EMERGENCY PREPAREDNESS AD HOC COMMITTEE OVERVIEW

#### **RECOMMENDATION**

Staff recommends the Committee approve and file the revised 2025 Emergency Preparedness Ad Hoc Committee Planning Document.

#### **PUBLIC NOTICE PROCESS**

The agenda and staff report for this item have been posted on the City website and distributed to interested parties. If you desire a copy, please contact the City Clerk's Office.

Submitted by:

Katie Wand Deputy City Manager

#### Attachment:

Revised Emergency Preparedness Ad Hoc Planning Document

#### 2025 Emergency Preparedness Ad Hoc Committee

#### Planning Document as of 7/16/25

#### **Mayor's Ad Hoc Members**

- 1. Jennifer Stark, Vice Mayor/Committee Chair
- 2. Ed Reece, Councilmember/Committee Vice Chair
- 3. Jason Wong, Representative from Planning Commission
- 4. John Neiuber, Representative from Architectural & Preservation Commission
- 5. Deborah Scott Toux, Representative from Community & Human Services Commission
- 6. Richard Weiner, Representative from Traffic & Transportation Commission
- 7. Tim Dunfee, Representative from Police Commission
- 8. Kevin Ward, Representative from Claremont Unified School District (CUSD)
- 9. Reco Sanders, Representative from Webb Schools
- 10. Mike Hallinan, Representative from The Claremont Colleges Services (TCCS)
- 11. Bob Kern, Retired Senior Volunteer Program
- 12. Larry Grable, Representative from Service Center for Independent Life (SCIL)
- 13. Leif Cameron, Representative from Pilgrim Place
- 14. Richard Rivera, Citizen Representative
- 15. Robert Grimes, Citizen Representative

#### **Staff Liaisons**

Katie Wand, Deputy City Manager

Garrett Earl, Police Corporal

Robert "Buzz" Ewing, Police Captain

#### **Committee Secretaries**

Stephanie Nguyen, Senior Administrative Assistant to the Chief of Police

Katsi Roa, Administrative Assistant

#### **Meeting Location/Format**

Meetings will be held in-person at City Hall in the Council Chamber and will begin at 6:30pm. All meetings will be Brown Act meetings and will be live-streamed and recorded so that the public can view recordings on the City's website.

#### **Meeting Schedule/Topics**

#### Monday, May 12

- Introduction and Overview by Mayor Corey Calaycay
- Primary Topic: Emergency and Evacuation Plans
  - Provide copies of City's emergency plan and ask for feedback/recommendations from Committee members.
  - o Discuss traffic issues related to potential evacuations, including ingress and egress.

 Discuss the goals of this Committee, including public review of the City's Local Hazard Mitigation Plan (LHMP) Update and the development of a City Emergency Operations Plan (EOP).

#### Monday, June 23

- Primary Topic: Utilities/Partner Agencies
  - Request attendance from various partner agencies to speak to their respective emergency plans as follow-up from the previous meeting, and to be available to answer any questions that Committee members may have. This is also an opportunity for utility representatives to follow up on any outstanding requests for information from the March 2025 workshop.
    - Presentations from Golden State Water Company, SoCalGas, Southern California Edison, San Gabriel Valley Council of Governments, and Metrolink.
  - City Staff will also be available to answer Committee member questions on the City's LHMP and "Emergency Plan" Administrative Policy, both of which were distributed at the May 12 meeting.
- Reminder: If you are a member of this Committee that has not already read the Elected and Appointed Officials' Handbook and provided the Acknowledgement Form, please review the handbook and submit the signed form to cityclerk@claremontca.gov.

#### Monday, July 28

- Receive "Brown Act 101" training from the City Attorney.
- Develop framework for EOP and discuss potential "assignments" to be completed before the September meeting.
- Presentation from Clean Power Alliance.
- Presentation from City staff Fire Hazard Severity Zones.
- Presentation from LACoFD Forestry Division ("Zone Zero" and "Home Hardening" recommendations).

#### Monday, September 22

- Primary Topic #1: Building and Development
  - Discuss City/State Building Codes as they relate to wildfire preparedness, and address questions/concerns related to incorporating new developments into emergency planning efforts. This will include a presentation from the City's Building Official.
- Primary Topic #2: Landscaping and Trees
  - Discuss City tree policies and tree-related safety concerns. This will include a presentation from the City's Community Services Department.
  - Discuss the concept of using goats to assist with brush clearance.
  - Discuss LA Department of Water and Power wires that are present at the Claremont Hills Wilderness Park. SCE will be included in this discussion as well.
- Tentative: Presentation from CalTrans.
- Additional presentations from LA County Department of Public Works and CORE (Community Organized Relief Effort).

• Check in on progress of draft EOP.

#### Monday, October 20

- Primary Topic: Communication and Coordination
  - Understand how communication and coordination works during an emergency, especially when there are multiple agencies (the City, Area D, LA-RICS, etc.) involved in response efforts.
  - o Discuss the benefits associated with Fire Safe Councils.
- Tentative: Presentations from Foothill Transit and Metro.
- Review EOP and receive feedback from Committee members before finalizing draft.

#### Monday, November 17

- Primary Topic: Wrap-Up
  - This meeting will be a "catch all" or placeholder meeting for any additional topics that need to be discussed.
- Form recommendations to present to City Council, including a draft EOP.

TO: 2025 EMERGENCY PREPAREDNESS AD HOC COMMITTEE

FROM: KATIE WAND, DEPUTY CITY MANAGER

DATE: JULY 28, 2025

SUBJECT: 2025 EMERGENCY PREPAREDNESS AD HOC COMMITTEE MINUTES OF JUNE 23, 2025

#### RECOMMENDATION

Staff recommends the Committee approve and file the special 2025 Emergency Preparedness Ad Hoc Committee minutes of June 23, 2025.

#### **PUBLIC NOTICE PROCESS**

The agenda and staff report for this item have been posted on the City website and distributed to interested parties. If you desire a copy, please contact the City Clerk's Office.

Submitted by: Prepared by:

Katie Wand Stephanie Nguyen

Deputy City Manager Senior Administrative Assistant

#### Attachment:

2025 Emergency Preparedness Ad Hoc Committee Minutes of 06-23-25

## 2025 EMERGENCY PREPAREDNESS AD HOC COMMITTEE SPECIAL MEETING MINUTES

Monday, June 23, 2025 – 6:30 PM Video recording is archived on the City website.

https://www.claremontca.gov/Government/City-Council/Watch-a-Meeting

#### **CALL TO ORDER**

Chair Stark called the meeting to order at 6:30 PM.

#### **PLEDGE OF ALLEGIANCE**

#### **ROLL CALL**

PRESENT COMMITTEE MEMBER: STARK, REECE, GRIMES,

HALLINAN, KERN, NEIUBER, RIVERA, SCOTT TOUX,

WEINER, WONG

ABSENT COMMITTEE MEMBER: CAMERON, DUNFEE, GRABLE,

SANDERS, WARD

ALSO PRESENT Robert "Buzz" Ewing, Police Captain; Garrett Earl, Police

Corporal; Katie Wand, Deputy City Manager; Adam Pirrie, City Manager; Stephanie Nguyen, Senior Administrative Assistant

#### **CONSENT CALENDAR**

This item starts at 00:01:50 in the archived video.

Chair Stark invited public comment on the Consent Calendar. Seeing none, public comment was closed.

Committee Member Wong moved to approve the Consent Calendar, seconded by Committee Member Hallinan; and carried on a roll call vote as follows:

AYES: Committee Member – Stark, Reece, Grimes, Hallinan, Kern,

Neiuber, Rivera, Scott Toux, Weiner, Wong

NOES: Committee Member – None

ABSENT: Committee Member – Cameron, Dunfee, Grable, Sanders, Ward

2025 Emergency Preparedness Ad Hoc Committee Overview
 Approved and filed the revised 2025 Emergency Preparedness Ad Hoc Committee Planning Document.

2. <u>2025 Emergency Preparedness Ad Hoc Committee Minutes of May 12, 2025</u>
Approved and filed the special 2025 Emergency Preparedness Ad Hoc Committee minutes of May 12, 2025.

#### **ADMINISTRATIVE ITEMS**

#### 1. <u>Emergency Preparedness Presentations (Oral Report)</u>

This item starts at 01:31:12 in the archived video.

The Committee received presentations from representatives of partner agencies including: SoCalGas, San Gabriel Valley Council of Governments Regional Wildfire Programs, Southern California Edison, Golden State Water Company, and Metrolink.

Katie Wand, Deputy City Manager, invited questions from the Committee regarding the Local Hazard Mitigation Plan and City Emergency Plan that was distributed at the May 12, 2025 meeting.

Katie Wand, Deputy City Manager, responded to a question regarding inviting Metro and Foothill Transit to a future committee meeting to provide a presentation.

Ken Vaccarelli, Golden State Water Company, responded to Chair Stark's question regarding any upcoming project plans to bring water service to the Claraboya neighborhood.

Captain Ewing responded to questions regarding CERT's role in the Local Hazard Mitigation Plan and how the team will be included in the upcoming update to the plan; and how fire risk and Santa Ana wind risk are listed in the current Local Hazard Mitigation Plan.

Chair Stark invited public comment.

Russ Binder expressed his gratitude to the partner agency representatives for their presentations.

There were no other requests to speak.

#### **REPORTS**

Committee Member Wong thanked City staff and the partner agency representatives for their time and hard work.

Chair Stark commented on the ideal outcome of the Ad Hoc being a coordinated vision of how to address Emergency Preparedness as a community.

#### **ADJOURNMENT**

Chair Stark adjourned the meeting at 8:01 PM. The next special meeting of the 2025 Emergency Preparedness Ad Hoc Committee will be held on July 28, 2025

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Jennifer Stark, Chair	
ATTEST:	
Stephanie Nguyen, Committee Secretary	

2025 Emergency Preparedness Ad Hoc Committee

TO: 2025 EMERGENCY PREPAREDNESS AD HOC COMMITTEE

FROM: KATIE WAND, DEPUTY CITY MANAGER

DATE: JULY 28, 2025

SUBJECT: BROWN ACT PRESENTATION FROM THE CITY ATTORNEY'S OFFICE (ORAL REPORT)

#### RECOMMENDATION

Staff recommends the Committee receive an oral report and presentation on the Ralph M. Brown Act from Stephanie Talavera of Rutan & Tucker, LLP.

#### **PUBLIC NOTICE PROCESS**

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Submitted by:

TO: 2025 EMERGENCY PREPAREDNESS AD HOC COMMITTEE

FROM: KATIE WAND, DEPUTY CITY MANAGER

DATE: JULY 28, 2025

SUBJECT: PRESENTATION FROM CLEAN POWER ALLIANCE (ORAL REPORT)

#### **RECOMMENDATION**

Staff recommends the Committee receive an oral report and presentation from Clean Power Alliance.

#### **PUBLIC NOTICE PROCESS**

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Submitted by:

TO: 2025 EMERGENCY PREPAREDNESS AD HOC COMMITTEE

FROM: ALEX COUSINS, SENIOR MANAGEMENT ANALYST

DATE: JULY 28, 2025

SUBJECT: PRESENTATION ON THE CITY'S FIRE HAZARD SEVERITY ZONES (FHSZ)

(ORAL REPORT)

#### RECOMMENDATION

Staff recommends the Committee receive an oral report and presentation from City staff regarding the City's Fire Hazard Severity Zones (FHSZ).

#### **BACKGROUND**

The California Department of Forestry and Fire Protection periodically updates fire hazard severity zone maps for Local Responsibility Areas (LRA) throughout the state. These maps identify varying levels of fire hazard—Moderate, High, and Very High—based on factors including vegetation; topography; weather; crown fire potential; and ember production and movement. CAL FIRE uses a fire hazard severity model for wildland fire that has two key elements: probability of an area burning and expected fire behavior under extreme fuel and weather conditions. The zones reflect areas that have similar burn probabilities and fire behavior characteristics. The factors considered in determining fire hazard within wildland areas are fire history, flame length, terrain, local weather, and potential fuel over a 50-year period.

State law requires local jurisdictions to formally adopt these maps by ordinance to ensure proper implementation of associated building standards and fire safety requirements in the identified hazard zones. CAL FIRE has completed its latest assessment of fire hazards in Claremont's jurisdiction and has provided updated LRA maps that reflect current conditions and risk factors.

These updated maps are non-discretionary and must be adopted as presented by CAL FIRE. Per Government Code Section 51178, jurisdictions are not permitted to reduce the designated severity levels. Local agencies may only propose amendments that increase the severity classification of areas that may have been unintentionally omitted. Adoption of the maps ensures consistency with state law and supports regional efforts to improve wildfire preparedness and community resilience.

On July 22, 2025, the Claremont City Council considered an ordinance to adopt the updated fire hazard severity zones in accordance with Government Code Section 51178 and the California Fire Code. City staff, along with Los Angeles County Assistant Fire Chief Steve Cabrera, were present to answer questions from the City Council. Following discussion, the Council approved the first reading of the ordinance.

#### **Parcel Boundaries and Zone Designations**

In response to concerns raised by community members regarding how the FHSZ maps align with property lines, the City contacted CAL FIRE for clarification. CAL FIRE representatives confirmed that parcel boundaries and built structures are not considered when drawing the fire hazard zones. This is because parcel lines can be modified over time, and the mapping methodology focuses on environmental and topographic risk factors rather than property lines.

As a result, it is possible for one parcel to be included within a designated fire hazard zone while an adjacent parcel is not. In some cases, a single parcel may contain multiple hazard zones. In such instances, CAL FIRE and the Los Angeles County Fire Department have clarified that the highest severity classification intersecting the parcel will apply to the entire parcel.

To provide greater clarity, City staff has prepared a map displaying parcel lines in relation to the updated FHSZ zones (Attachment B), allowing residents to identify the applicable fire hazard level for their property.

#### Insurance Considerations

It is important to clarify that the adoption of CAL FIRE's FHSZ maps does not directly affect insurance rates or availability. According to the California Department of Insurance, insurance providers use their own proprietary risk models for underwriting and do not rely on CAL FIRE's maps when making coverage decisions. The purpose of the updated maps is to guide local planning, building, and safety practices, not to influence insurance determinations.

#### **PUBLIC NOTICE PROCESS**

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Submitted by:

Alex Cousins Senior Management Analyst

#### Attachments:

A – Claremont Local Responsibility Area Hazard Severity Zones Map

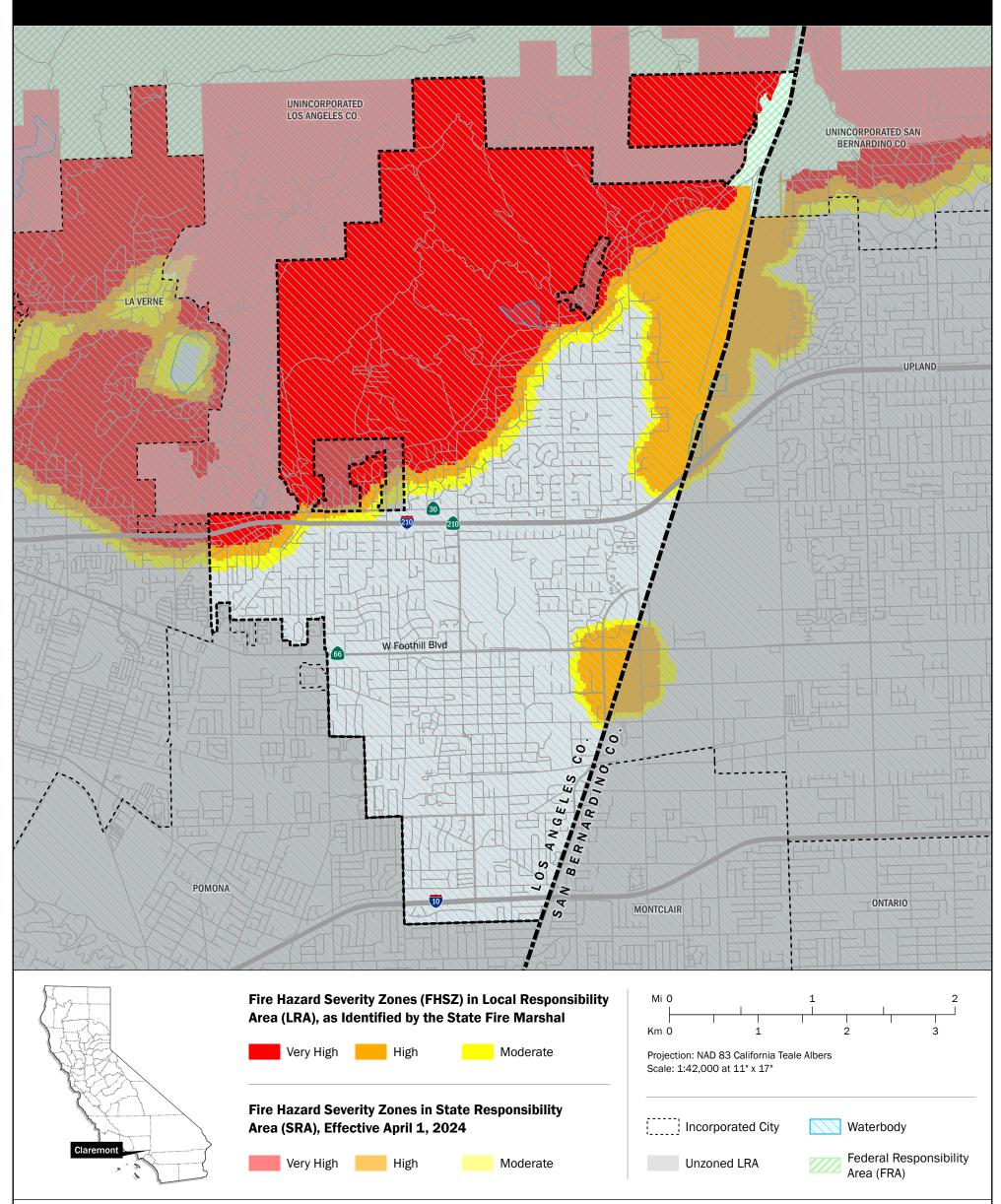
B - Claremont Fire Hazard Severity Zones Map - Parcel-based

### **CITY OF CLAREMONT - LOS ANGELES COUNTY**



# **Local Responsibility Area Fire Hazard Severity Zones**

As Identified by the State Fire Marshal March 24, 2025



Government Code section 51178 requires the State Fire Marshal to identify areas in the state as moderate, high, and very high fire hazard severity zones based on consistent

The State of California and the Department of Forestry and Fire

statewide criteria and based on the severity of fire hazard that is expected to prevail in those areas. Moderate, high, and very high fire hazard severity zones shall be based on fuel loading, slope, fire weather,

and other relevant factors including areas where winds have been identified by the Office of the State Fire Marshal as a major cause of wildfire spread.

Gavin Newsom, Governor, State of California

Wade Crowfoot, Secretary for Natural Resources, CA Natural Resources Agency

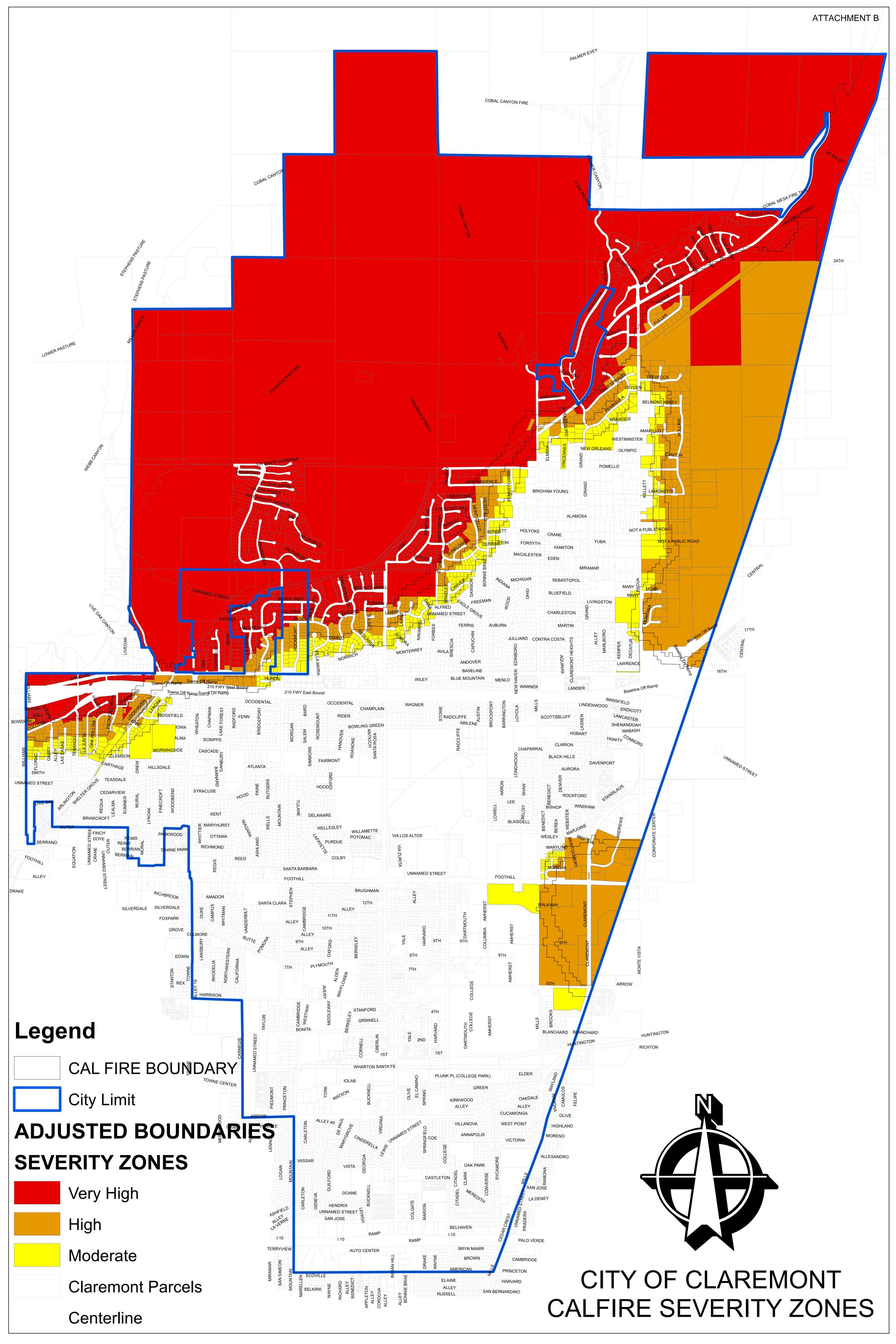
Joe Tyler, Director/Fire Chief, CA Department of Forestry and Fire Protection

Daniel Berlant, State Fire Marshal, CA Department of Forestry and Fire Protection

Data Sources:

CAL FIRE Fire Hazard Severity Zones (FHSZSRA23\_3, FHSZLRA\_25\_1)
CAL FIRE State Responsibility Areas (SRA25\_1)
City and County boundaries as of 10/22/24 (CA Board of Equalization)

Protection make no representations or warranties regarding the accuracy of data or maps. Neither the State nor the Department shall be liable under any circumstances for any direct, special, incidental, or consequential damages with respect to any claim by any user or third party on account of, or arising from, the use of data or maps.



TO: 2025 EMERGENCY PREPAREDNESS AD HOC COMMITTEE

FROM: KATIE WAND, DEPUTY CITY MANAGER

DATE: JULY 28, 2025

SUBJECT: PRESENTATION FROM THE LOS ANGELES COUNTY FIRE DEPARTMENT FORESTRY DIVISION (ORAL REPORT)

#### RECOMMENDATION

Staff recommends the Committee receive an oral report and presentation from the Los Angeles County Fire Department Forestry Division.

#### **PUBLIC NOTICE PROCESS**

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Submitted by:

TO: 2025 EMERGENCY PREPAREDNESS AD HOC COMMITTEE

FROM: KATIE WAND, DEPUTY CITY MANAGER

DATE: JULY 28, 2025

SUBJECT: CITY EMERGENCY OPERATIONS PLAN FRAMEWORK DEVELOPMENT

(ORAL REPORT)

#### RECOMMENDATION

Staff recommends the Committee discuss the development of a draft Emergency Operations Plan framework.

#### **BACKGROUND**

An Emergency Operations Plan (EOP) is a document that describes how an agency plans and prepares for different types of emergencies. The purpose of an EOP is to:

- Ensure the most effective and economical allocation of resources for the maximum benefit and protection of the community in time of emergency.
- Establish emergency organization; assign tasks; specify policies and general procedures; and provide for the coordination of planning efforts utilizing the Standardized Emergency Management System (SEMS), the National Incident Management System (NIMS), and the Incident Command System (ICS).
- Incorporate and coordinate all agencies and personnel within the City into an efficient organization capable of responding to any emergency.

The City is solely responsible for the development of its own EOP, just as outside agencies are responsible for the development of their respective emergency planning documents; however, understanding how partner agencies plan to respond to emergencies is imperative. It is also important to note that emergency response — including coordinated responses involving multiple agencies — will always depends on the type of emergency that has occurred and the scale of the emergency.

Staff is in the process of developing a draft EOP, which will be distributed to Committee members at the July 28<sup>th</sup> meeting. Between the July 28<sup>th</sup> and September 22<sup>nd</sup> Committee meetings, staff encourages Committee members to review the draft EOP and to provide feedback on certain parts of the EOP that are specific to Claremont's emergency preparedness. In accordance with the Brown Act, individual Committee member feedback can be shared directly with staff prior to the September 22<sup>nd</sup> meeting and/or can be discussed as a Committee during the September 22<sup>nd</sup> meeting.

After feedback is received from the Committee, the EOP will be presented to City Council for its review and adoption. It will also be shared with partner agencies.

#### **PUBLIC NOTICE PROCESS**

The agenda and staff report for this item have been posted on the City website and distributed to interested parties. If you desire a copy, please contact the City Clerk's Office.

Submitted by: