



MEMORANDUM

DATE: July 6, 2020
TO: Technical Advisory Committee
FROM: Steven Hancock, Emergency Preparedness & Response Manager
SUBJECT: Establishment of Emergency Training & Coordination Sub-Committee

Background

This memorandum presents for consideration and approval the establishment of the Emergency Training & Coordination Subcommittee (ET&C). As presented for discussion at the May 18th Water Advisory Committee (WAC) and Technical Advisory Committee (TAC) meeting, the establishment of the ET&C is in response to the Sonoma County Civil Grand Jury 2018-2019 report and encompassing recommendations.

- *Recommendation #4: Sonoma Water improve coordination with water contractors, including field exercises.*

Purpose

Sonoma Water, in partnership with its wholesale water customers, is seeking to establish the ET&C with the purpose of enhancing and refining the interoperability and emergency response and recovery capabilities of the participating agencies. The goals for the committee are to:

- Provide a forum and structure for quarterly, or as needed, coordination meetings and workshops.
- Enhance the working relationship between the members.
- Develop mutual aid processes, systems, trainings, and exercises designed to support enhanced interoperability and coordination.
- Increase regional readiness and response by practicing field command, control, and coordination and operational collaboration.
- Opportunistically, identify and use scheduled project improvements as training opportunities.

Membership

Each agency has identified at least one representative to serve on the ET&C.

Agency	Representative (primary)	Representative (secondary)
City of Cotati	Katie Duran	<i>Not assigned</i>

City of Petaluma	Joel McIntyre	Mike Lelmorini
City of Rohnert Park	Mark Hendersen	Steven Villalobos
City of Santa Rosa	Joe Schiavone	Peter Martin
City of Sonoma	Mike Brett	<i>Not assigned</i>
Marin Municipal Water Dist.	Eric Goldman	<i>Not assigned</i>
North Marin Water District	Robert Clark	<i>Not assigned</i>
Sonoma Water	Steven Hancock	Michelle Maxwell
Town of Windor	Sandi Potter	Mike Cave
Valley of the Moon Water District	Matthew Fullner	Casey Whelan

Next Steps

With the establishment of the ET&C, Sonoma Water will convene the subcommittee to:

- Identify Chairperson
- Review and refine goals
- Establish meeting frequency and structure
- Develop short- and long-term training and coordination objectives

The Chair, or designee, will provide updates to TAC at regularly scheduled meetings.