

BLOCK CAPTAIN MEETING 21-01

FEBRUARY 18, 2021

MEETING MINUTES

1. INTRODUCTIONS

Block Captain Lead (BCL) Arlene Honbo started the meeting and welcomed all of the Block Captains and guests, including the First Responders, LA County Fire Department and LA County Sherriff's Department. Next BCL Arlene Honbo asked all attendees to introduce themselves. BCL Arlene Honbo indicated that this was the first Block Captain meeting of the 2021 year.

The following were present:

Gene & Arlene Honbo, Zone 7, Block Captain Lead
Nadine Bobit, Zone 3
Dorothy Vinter, Zone 7c
Kay Lupo, Zone 15a
Kathleen Hughes, Zones 18a, 18b, & 18c
Ralph Schmoller, Zone 11
Bill Ruth, Zone 19
Marion Ruth, 22b
Judith Haenel, Zones 19b, 19c, 20a, 22a, & 23a
Marian Visco, Zone 5
Debra Shrader, Zone 13b
Pia Raine, Zone 6
Sandy & Michael Sherman, Zone 16a
Tuba Ghannadi, Zone 19a
Nicole Tangen, Zone 1a
Rae Walker, Zone 7b
Ed Swart, Zone 9a
Ross and Penni Smith, Zone 21a
Diane Montalto, Zone 4
Nancy Hoffman, Zone 17
Arun Bhumitra, Zone 3b
Leah Mirsch, Support Group, City Council Member
Elaine Jeng, RH City Manager
Kristen Raig, RHCA Manager
Mark Grindle, RHCA Gate Supervisor
Brian Bennett, Battalion Chief, L.A. County Fire Dept.

Trevor Moore, LA County Fire Dept., Forestry Division
Deputy Sousa, LA County Sheriff's Dept.
Stephanie Grant, Administrative Clerk

2. IMPORTANT UPDATES

a. 2020 Block Captain Accomplishments City Manager Jeng, RH City Manager

1. Seniors and special needs during Covid

The first accomplishment was when the pandemic hit in March 2020, City Manager Jeng set out to see how the Block Captain Program could serve the community. She prioritized helping the seniors, homebound, and special needs during the start of the pandemic; and the Block Captains were active in assisting all of those in need.

2. Adoption of CWPP

The second accomplishment was the adoption of the Community Wildfire Protection Plan (CWPP). The City Council and Block Captains were instrumental in the adoption of the CWPP.

3. Evacuation routes/Roadside Clearance/Crest Road East Gate Automation

The third accomplishment was a review of the current evacuation routes to determine if the City was prepared in the event of an evacuation. The review entailed evaluating the conditions of the evacuation routes. A small group of Block Captains prepared an evacuation survey, which was the basis to speak with the Fire Department to find out if the City was prepared. In addition, City Manager Jeng stated the RHCA automation of the Crest Road East Gate would serve as another access point during an evacuation event.

4. Two neighborhood zone meetings

The fourth accomplishment was holding two neighborhood zone meetings in 2020.

5. Home Hardening Programs

The fifth accomplishment was community training with the Fire Department for the Home Hardening Programs.

6. Initiation of vegetation management in the canyons

At the end of 2020, the City initiated a vegetation management in the canyons because the City received a CalOES/FEMA Grant for \$1,000,000.

City Manager Jeng concluded her overview of the 2020 accomplishments. She thanked all of the Block Captains and participants for all of their hard work and volunteerism. City Manager Jeng said, although there was not a recognition event due to Covid, she and the City Council decided to give survival backpacks to all of the Block Captains for appreciation.

b. Important Updates First Responders

Trevor Moore provided information about the Home Hardening Inspections. He also stated the Home Hardening Inspections would be conducted on March 17, 2021 and April 21, 2021, a total of 8 homes on each day. City Manager Jeng provided sign up information for the Home Hardening Program, to contact City Hall to set up an appointment.

Battalion Chief Bennett did not have specific numbers, so he provided an overview on the Brush Clearance Inspections. He stated Captains Benoit and Chris Weaver have been conducting initial and re- inspections daily, and the feedback from the residents has been positive. BCL Arlene Honbo reported that she received a report about a month ago, and there were 250 home inspections and there were well over 100 citations to the property owners. Battalion Chief Bennett confirmed that from June 15, 2021 to July 15, 2021 the Fire Department would conduct home inspections. The Fire Department will focus on home inspections for one month, and the rest of the year will they will focus on the evacuation routes, feeder streets, and road easements.

Next BCL Arlene Honbo turned it over to the Sheriff's Department for any updates for the community. Deputy Sousa reported no updates. He just reported that they are continuing to conduct traffic enforcement behind the gates to keep the speeds down.

c. Important Updates Kristen Raig, RHCA Manager

Kristen Raig provided an overview of the RHCA's 2020 accomplishments. She identified the Association has been working hard on vegetation management in 2020. The Association wrote the "Fire Fuel Management Strategies" in conjunction with the CWPP and this provided information for homeowners to create defensible space for vegetation management. The Association Board also took action on the road easements. The Board also purchased new equipment to conduct more extensive brush clearance along the roadsides and bridle trails each springtime. Kristen is writing an article about reducing fire fuels in the canyons and is planning to work with the Fire Department to write an article on steps for Home Hardening.

3. PROPOSED 2021 GOALS

BCL Arlene Honbo presented the 2021 priorities. An evacuation survey was sent out to all of the residents at the end of year to determine the 2021 priorities.

BCL Arlene Honbo proposed the 5 Block Captain Priorities for 2021

1. Recruit new Block Captains
 - Fill out the open slots
2. Continue with education and communication
 - Hardening the Home – ask every Block Captain to get two residents to sign up for home inspection
 - Residents with Special Needs – coordinate with the RH Senior's Committee
3. Emergency Communication Project
 - Procedure for Emergency Communication between City and Block Captains
 - RFP – Selection of Communication devices – City Manager Jeng provided a brief overview of how the City is requesting for proposals (RFP) for experts for the

Block Captain Emergency Communications System due on March 25, 2021 at 3 pm.

4. Fire Fuel Management in Canyons

- Cal OES/FEMA Grant – Councilmember Leah Mirsch provided a brief update on the status of the grant. The grant was funded for \$1,000,000 comprised of State and Federal funds with a required matching contribution from the City of Rolling Hills. The funds will be directed to fire fuel management in the canyons.
- Feedback from residents on proposed rebate/incentive program

5. Evacuation Procedures

- Draft evacuation procedures for residents – Draft brochure was sent out to Block Captains for feedback and review
- Training for individual evacuation plans

BCL Arlene Honbo opened up to meeting to receive any feedback or concerns from the Block Captains.

BCL Arlene Honbo wrapped up the meeting, and asked for a vote on the 2021 Priorities, and everyone gave thumbs up.

Requested Follow-up - BCL Gene Honbo stated that all the Block Captains should have their homes inspected, and each Block Captain needs to have two people in their zone sign up. BCL Gene thanked Trevor for his support. BCL Arlene summarized the Block Captain “homework”, including getting signups for “Hardening the Home” and recruiting more Block Captains. She also mentioned that City Manager Jeng is working on a database that will support the Block Captains, and eventually the Block Captains will help collect the data. It is important for all of the Block Captains to keep their information updated.

BCL Gene Honbo thanked Ross and Penni Smith for their activism in the community and everyone gave them a round of applause. They will be moving back to New Zealand.

BCL Arlene thanked everyone for attending the meeting.

4. NEXT MEETING VIA ZOOM: [April 15, 2021 at 10 a.m.](#)