



# CITY OF MILPITAS

## Public Safety and Emergency Preparedness Commission

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### REGULAR MEETING

### AGENDA

Thursday, March 20, 2025, 7:00 PM  
Milpitas City Hall – Committee Room  
455 E. Calaveras Blvd., Milpitas, CA 95035

**1. Call to Order**

**2. Pledge of Allegiance**

**3. Roll Call**

A. Introduction of new council members and new commissioners.

**4. Seating of Alternates**

**5. Approval of Agenda:** March 20, 2025

**6. Approval of Meeting Minutes:** November 21, 2024

**7. Public Forum**

*Members of the audience are invited to address the Commission on any subject not on the agenda. Speakers must state their name (address is optional) for the record and limit their remarks to three minutes or less. For items not listed on the agenda, no response is required of City staff or Commissioners. However, Commissioners may ask staff to place the item on a future meeting agenda.*

**8. Announcements:**

**9. Presentations:** None.

**10. Business Items**

A. Elections

B. Review Past and Upcoming Events:

Review:

1. Holi Festival, Cardoza Park, 3/8
2. Library Presentation, 3/13

Upcoming:

1. Family Campout, 7/26
2. National Night Out, 8/5
3. Pumpkins in the Park 10/25
4. Other Events?

C. 2025 Work Plan

1. Review Work Plan Items
2. Establish Work Plan Teams
3. Review list of presentation opportunities

**11. Liaison Reports**

A. Council Report (Lam)

B. MUSD Liaison Report (Yip)

C. OEM Report (Charlop)

i. CERT

a. 2025 Calendar

b. New Member Course (April 12, 19 & 26)

ii. RACES (Ellis)

a. New equipment

D. Milpitas Fire Report

i. 1 Fire Captain Vacancy Promotional in process as of March 5, 2025.

ii. 1 Firefighter Paramedic Vacancy. With one additional scheduled for April 2025.

iii. 3 Lateral Firefighter Conditional Offers of Employment. Onboarding includes, backgrounds, medical, psychological, and orientation.

E. Milpitas Police Report

i. Annual Controlled Equipment Report (2024) - AB 481

**12. Adjournment**

**Next Meeting is May 15, 2025**

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Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions and other agencies of the City exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and the City operations are open to the people's review.

For more information on your rights under the Open Government Ordinance or to report a violation, contact the City Attorney's office at Milpitas City Hall, 455 E. Calaveras Blvd., Milpitas, CA 95035  
e-mail: [mmutalipassi@milpitas.gov](mailto:mmutalipassi@milpitas.gov) / Phone: 408-586-3040

*The Open Government Ordinance is codified in the Milpitas Municipal Code as Title I Chapter 310 and is available online at the City's website [www.milpitas.gov](http://www.milpitas.gov) by selecting "I Want to . . . View" link.*

Materials related to an item on this agenda submitted to the Commission after initial distribution of the agenda packet are available for public inspection at the City Clerk's office at Milpitas City Hall, 455 E. Calaveras Blvd., Milpitas and on the City website. Commission agendas and related materials can be viewed online: <http://www.milpitas.gov/our-government/commission/> (select meeting date)

**APPLY TO SERVE ON A CITY COMMISSION**

Commission application forms are available online at <http://www.milpitas.gov> or at Milpitas City Hall. Contact the City Clerk's office at 408-586-3003 for more information.

*If you need assistance, per the Americans with Disabilities Act, for a City of Milpitas public meeting, please call Toni Charlop at 408-586-2801 or send an e-mail to [tcharlop@milpitas.gov](mailto:tcharlop@milpitas.gov) prior to the meeting. You may request a larger font agenda or arrange for mobility assistance. For hearing assistance, headsets are available in the City Council Chambers for all meetings.*



# CITY OF MILPITAS

## Public Safety and Emergency Preparedness Commission

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### MEETING MINUTES

7:00 p.m.

Thursday, November 21, 2024

Milpitas Police Department – Community Room  
1275 N. Milpitas Blvd

- CALL TO ORDER** Chair Berryhill called the meeting to order at 7:02 P.M.
- PLEDGE of ALLEGIANCE** Chair Berryhill led the pledge of allegiance.
- ROLL CALL** OEMC Charlop called the roll.
- PRESENT:** Berryhill, Cacao, Clendenin, Ellis, Gan, Luu, Nakapalau, Yip-Chuan, Councilmember Lien, Battalion Chief Laver, Lt. Speckenheuer, Sgt. Tachis, OEM Coordinator Charlop
- ABSENT:** Nichols, Sun
- SEATING OF ALTERNATES** Luu
- APPROVAL OF AGENDA** Motion/Second: Ellis/Luu  
Motion carried by a vote of all AYES.
- APPROVAL OF MINUTES** Motion/Second: Ellis/Luu  
Motion carried by a vote all AYES, Abstentions: None
- PUBLIC FORUM** No public forum.
- ANNOUNCEMENTS** Elections will be held at our next meeting, January 16, 2025. Please send me any nominations before the next meeting, and you can self-nominate.
- PRESENTATIONS** None.
- BUSINESS ITEMS**
- A. Review Past & Upcoming Events
1. Personal Emergency Preparedness Event @ Library, 9/26, 7:00 pm: approximately 6-8 people turned out. Next presentation will be 12/12, 7:00 pm on Holiday Fire Safety. OEM will be providing gifts to incentivize community turn out.
  2. Pumpkins in the Park 10/26: Commissioners hosted the gas meter at the booth, passed out candy and public education materials, and hosted the RACES comm van.
- Upcoming:
1. NJROTC will be hosting a military inspection with Otto Lee on Dec. 12, 10:00 am. Contact Commissioner Yip or Sgt. Jackson for additional details.

2. Milpitas Christmas Tree Lighting & Cookies with Santa, contact Milpitas Recreation.
  3. Crafting with the Cops, Dec. 21, 10 – 12:00 pm @ Milpitas PD, contact Sgt. Tachis with information.
  4. Tet Festival is Jan 24, contact Recreation
- B. 2025 Work Plan:
1. Overview of the Know Your Zone Campaign: OEM Charlop explained to the commissioners what Genasys and the Know Your Zone Campaign. It is a new work plan item for 2025.
  2. OEM Charlop work with commissions to sign up for Work Plan Teams.
  3. OEM Charlop reviewed the list of presentation opportunities and is requiring commission members to turn it in at each meeting or the end of the year for tabulation.

## LIAISON REPORT

- A. Council Report (Councilmember Lien):
1. Measure J (local tax) passed.
  2. On 11/13 point in time unhoused count occurred, Council is awaiting results.
  3. Milpitas PD assisted with the unhoused encampment clean up on Ames.
- B. MUSD Report (Schoolboard Member Yip-Chuan):
1. Measure Q (school bond) passed.
  2. The Dec. 17 (change of regular date) will be the end of year school board meeting.
- C. Emergency Management Report (OEM Coordinator Charlop):
1. New member CERT class to run in April.
  2. OEM looking to complete the Zanker box move. OEM Charlop to email CERT captains their teams contact list.
  3. RACES Update: the RACES team has not grown in membership but has not lost members. Work needs to be done to the comm van. OEM to work with RACES Lead Ellis to begin the replacement of equipment.
- D. Fire (BC Laver):
1. MFD has hired one new firefighter, promoted one, and retired 2. Actively recruiting.
- E. Police (Lt. Speckenheuer):
1. MPD has new hires coming on board but maintains 8 vacancies. MPD is actively recruiting, and the city is incentivizing new hires to stay competitive.

## ADJOURNMENT

Chair Berryhill adjourned the meeting at 7:38 p.m.  
Next meeting is Jan 16, 2025

**Public Safety & Emergency Preparedness Commission**

The Public Safety and Emergency Preparedness Commission (PSEPC) advises the City Council on emergency preparedness and education. The PSEPC met five times over the calendar year 2024. During the year the PSEPC made significant accomplishments working within their respective areas of “expertise” to educate the community on public safety and emergency preparedness. For 2025, the work plan will have carry over and a new objective.

<b>2024 Work Plan Items</b>	<b>Accomplished</b>	<b>Carryover</b>	<b>Notes</b>
Public Safety Education (MPD)	X	X	Commissioners teamed with a MPD Liaison, formed a power point presentation and brochures on “smash and grab”, the Neighborhood Watch program and package delivery theft.
Fire Safety and Prevention Education (MFD)	X	X	Commissioners teamed with a MFD Liaison, formed a power point presentation and brochures on fire safety to include smoke detectors, CO2 detectors and fire extinguisher storage and use.
Emergency Preparedness (OEM)	X	X	Commissioners teamed with the OEM Coordinator, formed a power point presentation and brochures on Personal Emergency Preparedness regarding AFN preparedness, Alert and Warning Systems, CERT and RACES programs.
<b>New Objective for 2025 Work Plan</b>			
ZoneHaven/Genasys			PSEPC Commissioners will work on promoting the new Alert and Warning System. This is a new system, paid by grant funds, for fast, efficient alert and warning. Commissioners will assist in educating the public in the “Know Your Zone” campaign.