



Hiddenbrooke Property Owners Association, Inc.
Special Open Board Meeting Minutes – Emergency Response and
Evacuation Plan

Tuesday, December 4, 2018— 7:30 PM Hiddenbrooke Golf Club – Palmer room

- I. **Open Session:** Call to Order 7:31 PM by Chris Brittle
- II. **Attendance/Introductions**
 - A. **Present Board Members:** Chris Brittle, Allan Yeap, Paul Norberg, Jagdip Singh and James Campagna
 - B. **Absent Board Members:** Desiree Conley and Tim Moore
 - C. **Service Providers:** OMNI – Tonya Kalvass - Community Manager
 - D. **Members:** See sign in sheet
- III. **Guest Speakers:** Deputy Fire Chief, Mark Sharpe and Fire Captain, Eric Strom spoke and provided written materials to the members. They discussed the fire department recommendations for early recognition and evacuation plans. They discussed fire fuel reduction by trimming trees 6 feet off the ground, keeping gutters cleaned of debris, relocating fire wood lies away for homes and other suggestions. They recommended that owners sign up for alert systems for Solano County and other nearby county alerts. Social media can be helpful during an emergency for a broadcast of helpful information. They also recommend having an emergency bag packed with items in case an evacuation is ordered.
- IV. **Open Forum:** Members present discussed the presentation and directed their questions to the fire department officials. Publishes materials will be sent via Nextdoor and Yahoo newsgroup.
- V. **Presidents Report:** Chris Brittle announced that a special Committee will be established for anyone who wants to volunteer to assist the Chairperson Ed Medina with an emergency response plan. More information will come at the next Open Board meeting.
- VI. **Next Open Board Meeting:** January 23, 2019 at 7:30 PM
Adjournment: Board adjourned meeting at 8:57 PM

Ratified by HPOA Board Member Date