

# Trilogy Security and Preparedness Committee (TSPC)

## Minutes of meeting held September 13, 2019

**Members present:** Rob Couture, Susan Couture, Steve Dippell, Warren Fujimoto, Mary Beth Baker, Judy Katz

**Members absent:** Tara Arden, Bob Blatner, Paul Garrett, Bob Mullens, Nancy Roach, Leslie Rosen, Anne Schneider, Chuck Sloan, Mike Stephens, Kevin Woo

**Management Trust:** Rochelle Williams (absent)

**Call to order:** Chairperson Rob Couture called the meeting to order at 3:30 pm

**Approval of minutes:** Minutes of the August 9, 2019 meeting were approved as presented.

### Committee membership

Marty Maglione and Susy Meyer indicated that they would not be joining the committee after attending the last meeting.

### TSPC Website

Judy Katz reported on the action she had to research a TSPC website. A discussion occurred in which Rob observed that whatever comes out of this effort should be suitable for integration with any new community website that may be later developed. Judy indicated that she and Mary Beth Baker had collaborated and were planning on meeting with Harold Joseph regarding website options prior to the next TSPC meeting. She indicated that the TSPC website seemed doable and not very expensive. Additional details will be presented at next month's meeting.

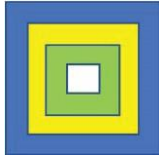
### Preparedness workshop

Rob Couture reported on the action he had to contact Cal Fire regarding a preparedness workshop. He indicated that he had contacted Captain Dave Garcia at Cal Fire and has a meeting scheduled for Saturday September 14<sup>th</sup>. Captain Garcia also indicated that they might be able to assist in connecting us with a suitable POC from PG&E.

### TSPC 2020 budget

Rob Couture reviewed the TSPC 2020 budget request he prepared and submitted for consideration by the newly appointed CCMA/WMA boards. The requests covered expenses for:

- Reimbursement of personal expenses incurred by Rob Couture since committee inception. Rob noted that Rochelle Williams at the Management Trust indicated that, in the future, these types of expenses should be submitted at the time incurred and that a budget request form is not necessary.



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- Neighborhood Watch window placards and Emergency Response window placards in the amount of (\$500). Susan Couture suggested that these placards be available at upcoming TSPC sponsored workshops.
- Emergency Preparedness capital expenses for 10 CERT or portable First Aid kits \$1,300, and a CONEX storage container (\$5,000). The storage container would be in the secure area planned for inclusion in the water tank upgrade being done by the Woodlands Mutual Water Company off Kingston. Rob suggested that the storage container could be offered to Cal Fire for storage of prepositioned equipment if they should wish to do so.
- Security capital expenses for evaluation and/or initial deployment of License Plate Reading (LPR) cameras at the entrances to our community (\$38,000). Rob pointed out that the requested \$38,000 was based on the most expensive single site installation cost that we've been given by the Sheriff's department for their system.

Rob stated that he anticipates meeting with the various budget review people prior to the final budget meeting with the board.

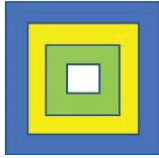
### **Security:**

Steve Dippell recommended that the LPR effort should first focus on having the camera companies provide a free temporary installation as part of our evaluation. All agreed on this approach and Steve took the action to contact the vendors for this purpose. Rob also presented a draft form for rating the vendor options which Warren Fujimoto suggested might be overly complex for our purposes. Rob responded that it was only a draft and that he would take the action to simplify it prior to the next meeting.

Steve Dippell reported that he was looking into a new phone app that uses 3 words to uniquely identify a location grid point anywhere in the world for emergency response teams to use in locating people and events. The app uses the GPS coordinates as measured by the phone and displays 3 words on the phone for your use when speaking with 911 or other emergency response personnel.

### **Crime Activity**

Steve reported there have been only 2 thefts reported on the Sheriff's department crime map in the last 6 months. A discussion about what the difference is between theft versus burglary ensued with the result being "It's complicated". The short answer was if they had to break something to get in then it probably will be classified as burglary. Otherwise, it will likely be classified as theft. Lesson is to keep things locked up.



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## Neighborhood Watch:

Mary Beth Baker presented the Neighborhood Watch progress report. The report is included below:

### Neighborhood Watch Activity as of September 10, 2019

#### Activity on existing Neighborhood Watches

Kelly and Tom Devany, 18 homes on Trail View just above Mesa. Second meeting on securing property September 13.

Mary Beth Baker, added 11 new members, bringing total to 37 members. 27 still unsold. block party on 8/4, second Sheriff meeting 8/13 (with Chuck Sloan), two social events.

Trail View/Andrew/Susan Court, approximately 35 houses, between DeVany and Levy watches. Neighborhood Watch Captain Karin Walker is meeting on September 13 with Sheriff.

Townhomes Neighborhood Watch by Diane Golden and Rob Mullens. Planning Sheriff meeting on September 17.

Saguaro, Neighborhood Watch with Nancy Roach, assisted by brand new resident Joe Jacob. Covered basics of Neighborhood Watch with Nancy and Joe on August 1.

Padre Lane Neighborhood Watch will be coordinated by Gillian Wallis. She has contacted all the neighbors and we hope to meet by the end of September.

#### Neighborhood Watch Consulting & New Activity

Trail View between Bailey Court and Eucalyptus. Met with Will and Blanche Sutter, Neighborhood Watch captains (32 homes). Kick-off Meeting in park will be on Sept 15.

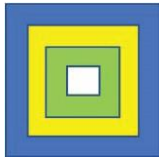
Nathan Way at Northwoods, Anna Circle, Albert Way, Tag Court, Northwoods, 65 homes. Met with NW Captain Jane Utsumi. Held kick-off August 11. Securing the home planned for early November.

Trail View below Mesa. Met with Cheri Briskey Sept. 9, who is planning a Neighborhood Watch with about 16 houses.

Trail View above Mesa between Levy and Sutter watches. Resident interest.

#### Neighborhood Watch Captains Communications

Continuing to add Watch Captains and others interested in Neighborhood Watch to an Outlook e-mail distribution list which now has 34 names, added approximately 6 names.



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Corresponded with Chuck Trudeau of Trilogy Parkway on the possibility of a Neighborhood Watch in his neighborhood. No response.

Looking for Neighborhood Watch Captains on Trilogy Parkway and Jacqueline Place. If you know someone in that area, please advise. There are interested parties looking for groups.

Mary Beth mentioned the need to schedule a Neighborhood Watch workshop for January and agreed to take the action for developing the meeting agenda.

## Notices Email Database

The protocol for use of the TSPC Notices email database was discussed and the final version is as follows:

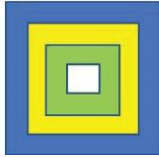
1. Notify residents of the date/time of TSPC sponsored activities and workshops.
2. Share timely information received from our SLO Sheriff, Cal Fire or other emergency operations groups operating within or around the Trilogy at Monarch Dunes community.
3. Alert residents to actionable information related to security or emergencies.
4. The only people allowed to send notices are specified TSPC members.
5. Notices are sent with BCC to protect privacy.

Mary Beth Baker and Judy Katz requested that Rob provide a template for submittal of Notices database names to standardize the process of adding Neighborhood Watch groups to the database. Rob agreed to take the action since he is currently maintaining the database.

Mary Beth Baker also requested that Rob prepare a handout describing the Notices database protocol so it could be provided to Neighborhood Watch members as part of our effort to solicit their participation in the database. Rob agreed to take the action.

## Other Business

Mary Beth Baker expressed concern over the possible fire hazard that the dead eucalyptus bark around the community perimeter presents. She wondered if there was a county fund that might pay for its removal. This led to a discussion about who owns the debris (Monarch Dunes WMA) and how it might have to be quantified before we could justify getting it removed. Rob suggested that maybe the Trail Advisory Committee that is headed up by Jan Tabarez might be able to answer some of these questions. No action was assigned.



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## **New and Continuing Action Items:**

1. Judy Katz has the continuing action to research website requirements and implementation options.
2. Rob Couture has the continuing action to follow up with CalFire and PG&E regarding support for a Preparedness workshop.
3. Rob Couture has the continuing action to support TSPC budget review by the CCMA/WMA HOAs as required.
4. Rob Couture has the new action to simplify the LPR camera vendor evaluation form.
5. Steve Dippell took the action to follow up with all LPR camera system vendors and request a free on-site evaluation of their systems.
6. Mary Beth Baker took the new action to prepare the agenda for the January Neighborhood Watch workshop.
7. Rob Couture took the new action item to provide a standardized template for submittal of Notices database names.
8. Rob Couture took the new action item to prepare a handout describing the Notices database protocol so it could be provided to Neighborhood Watch members.

**Next meeting:** Friday October 11<sup>th</sup> 3:30 to 5:30 pm

**Adjourn:** Meeting adjourned at 5:30 pm

Respectfully submitted by Susan Couture, acting Secretary.