

CITY OF BRAWLEY
March 19, 2020

The City Council of the City of Brawley, California met in an emergency session at 10:00 AM, City Council Chambers, 383 Main, Brawley, California, the date, time and place duly established for the holding of said meeting. The City Clerk attests to the posting of the agenda pursuant to G.C. §54954.2.

Mayor Kastner-Jauregui called meeting to order @ 10:02 AM

PRESENT: Couchman, Hamby, Kastner-Jauregui, Nava, Wharton
ABSENT: None

INVOCATION CM Hamby

PLEDGE OF ALLEGIANCE CM Nava

Mayor Kastner-Jauregui stated began meeting by expressing gratitude for the efforts of the Imperial County Public Health Department, State and Local Partners that are committed to addressing the spread of COVID-19.

1. APPROVAL OF AGENDA

The agenda was **approved** as submitted. m/s/c Hamby/Couchman 5-0

2. PUBLIC APPEARANCES/COMMENTS (Not to exceed 4 minutes) this is the time for the public to address the Council **on any item not appearing on the agenda** that is within the subject matter jurisdiction of the City Council.

To maintain social distancing, in person attendance was strongly discouraged. Should a member of the public wish to provide public comments, written comments were invited via email to abenavides@brawley-ca.gov or by contacting the City Clerk's Office.

State of California Governor Gavin Newsom waived specific portions of the Brown Act by Executive Order for the period that social distancing measures are recommended and required by state and local public health officials. The waiver of Brown Act provisions requires:

- a. Members of the public are allowed to observe and address public meetings telephonically or through other electronic means.
- b. Procedures "swiftly" accommodate any reasonable request to accommodate access by disabled individuals to meetings that are accessible telephonically or through other electronic means in accordance with the Americans with Disabilities Act ("ADA").
- c. Notice of the procedure is provided for making requests or such reasonable accommodation with the notice for any public meeting.

No comments were received by email or phone.

3. CONSENT AGENDA Items are approved by one motion. Council Members or members of the public may request consent items be considered separately at a time determined by the Mayor.

The consent agenda was **approved** as submitted. m/s/c Nava/Wharton 5-0

AYES: Couchman, Hamby Kastner-Jauregui, Nava, Wharton
NAYES: None
ABSENT: None
ABSTAIN: None

- a. Approve Annual Planning Report and Progress of the General Plan Year for Year 2019.

4. REGULAR BUSINESS

- a. Discussion and Potential Action to Adopt Resolution No. 2020- : Resolution of the City Council of the City of Brawley Declaring a Local State of Emergency in Response to COVID-19.

City Manager Bayon Moore updated on the activities that have been initiated to date by Interim Fire Chief York and Interim Police Chief Sheppard.

Interim Fire Chief York stated that the Emergency Operations Center activated officially at a level two activation. The demands have exceeded supply for personnel protective equipment (PPE). PPE are worn by first responders, including masks, gowns and goggles to assist when contacting patients who are suspected or confirmed infected with COVID-19. This is not an isolated event; There is a worldwide shortage of the PPE. The City has requested items through Imperial County Department of Public Health, to the State. A shipment of some of that PPE has arrived and has been provided to responders. However, the shortage is expected to continue.

At the EOC activation, key members of City staff assumed the roles necessary for the function of the EOC, which will be staffed intermittently. The EOC will be receiving and processing resource requests or requests for services that are outside of the normal operations that may pose a challenge to the organization. The City is also working on contingency planning externally with other agencies, as well as internally between all department heads. The goal is to ensure that essential operations continue under the guidelines provided by the State and County Department of Public Health.

As to the Fire Department, specifically, several service changes are in progress. The City is staffing a slightly different model within the stations so that for medical aid calls there is only a two person response as opposed to three or four. BFD will not provide station tours, or host training activities. Changes to operating procedures are being implemented when entering residences or facilities that may have potential patients. The intent is to reduce the chances of exposing a first responder and cross contaminating between incident responses. By protecting first responders, essential services can continue to be provided to the public.

IFC York provided an update on Imperial County Public Health Department statistics. There are two confirmed positive cases those are both travel related. There are 8 pending results and 29 confirmed negatives tested.

Interim Police Chief Sheppard provided a Police Department update. All Police Chiefs and Sheriffs in the County, as well as agency leaders from adjoining counties and jurisdictions are actively in dialogue. Service changes include increased communication by phone. In person calls will be conducted outside versus indoors as appropriate. Brawley PD will respond and investigate all felonies and domestic violence calls. Social distancing will be practiced for non emergency calls.

The lobby area of the PD will be taken out of use. A phone is being installed on the outside. If at all possible, services will be delivered through the phone. The City aims to establish the safest way for employees to transfer paperwork. Gloves, handwashing, social distancing and disinfecting activities are being emphasized. The City is not reducing any services; the City is changing how the City responds and investigates. All crimes will be investigated.

CM Bayon Moore said all City Staff have been oriented towards best practices for minimizing spread. The City is in the process of conveying to the community that Police, Fire, Water and Sewer services will continue and the plans are in place to make sure that happens. Non public safety services are in the process of being modified. Email and phone communication are encouraged, including use of the mail drop box and online bill payment options to reduce public traffic. In reference to City facilities, exterior doors are locked and signs are posted to exterior doors for public access. Library and Parks & Recreation are staffed with office personnel for phone calls but the facilities themselves are not open for normal business. Due to school districts changing their format and practicing social distancing recommended by Public Health professionals, practices and leagues are not using City parks. Lights are not being turned on. However, people can walk in City parks but organized play and social gatherings are not being supported.

A draft document that focuses on how City service in non-essential areas will be approached is available for public viewing on the City's website under latest news. The City is communicating with the Chamber of Commerce who has been very helpful in getting information out to the membership. The City will be doing legwork in the coming days as the County's Public Health Order goes into effect. The City is preparing to educate business operators. The hope is to get facts into community members hands and direct them to trusted resources, looking to the County of Imperial Public Health Department, COVID-19 webpage and tracking the progress of activities locally.

Included in the agenda back up is the Ordinance that the City has in place that governs emergency circumstances. Section 9.96 relates to the creation of the Disaster Council Membership. Per City ordinance, the Disaster Council consists of the Mayor, Director of Emergency Services which is later designated as the City Manager, Assistant Director of Emergency Services and any others that the City may wish to identify and act upon adding. Included in the action before the City Council in the resolution is a component that includes designating both our Interim Fire Chief and Interim Chief as Disaster Council members.

Key City contact information can be found in the posted Emergency Plan on the Website and the City will do its best to be as responsive as possible.

Mayor Kastner-Jauregui asked in the contact us tab is it number of staff or is it primarily one or two staff members?

CM Bayon Moore said it is setup for a single point of contact because that way only one person will be accountable for follow up.

CM Couchman indicated he received a call that all businesses are going to be shut down. As of Friday, restaurants are supposed to close except for takeout and delivery. He expressed concerns with how businesses are getting the right information.

CM Bayon Moore indicated that there are corporate decisions being made in a number of settings and sometimes that is misunderstood or misapplied to the City taking action with the Public Health Department. There is confusion about Federal Guidance, the State Executive Order versus State Guidance and the local Public Health Department's order.

CM Wharton mentioned that the most important thing that we can do obviously as a civic leader is to communicate. The City needs to use a social media platform to get real-time information out. The City is doing the community a public service by putting out factual information.

CM Nava stated it is important that the public get the same information that the City Council is getting. The better that the City get the public safety message out, the greater the certainty. Business resources can also be added.

CM Bayon Moore indicated staff will work with the City Attorney regarding the public comments portion of social media. Staying current with social media inquiries can be a challenge.

CM Wharton stated that as a City Council and as a team, it is important to get the right information out and participate in that.

CM Nava stated that a frequently asked questions format could be helpful.

Mayor Kastner-Jauregui indicated information overload from so many different web sites including the State, League of Cities and others. A concise place for citizens in Brawley to look at that would be a big help and for the City Council to respond to questions and refer to resources.

CM Wharton mentioned that if there are further measures or guidelines that come out that prevent the City Council from meeting in person, Facebook Live is an affordable option. It is valuable to think about this in advance rather than when there is not other choice.

CM Bayon Moore stated that Council Members do not need to be physically present. Call in is as an option. Staff is ready to work through it.

The City Council **motioned** to adopted Resolution No. 2020– 18: Resolution of the City Council of the City of Brawley Declaring a Local State of Emergency in Response to COVID-19. m/s/c Nava/Hamby 5-0

5. COUNCIL MEMBER REPORTS

Couchman: None

Nava: None

Wharton: Suggested that community takes all measures to minimize the impacts of COVID-19, to protect family members and frontline personnel. Encouraged them to follow the guidelines and stay home. It is a time to take care of neighbors and the elderly.

Hamby: None

Kastner-Jauregui: Asked that all stay safe, keep the community safe, and follow all safety measures.

6. CITY MANAGER REPORT

- a. Potential for Postponement of City Activities, including Republic Services Community Clean-Up Day on April 18, 2020.

City Council consensus is for Community Clean-Up Day scheduled for April 18, 2020 to be cancelled. Staff was directed to follow up with the USMC regarding the scheduled air training exercise and use of the Brawley Airport during the first week of April. The request is for greater community outreach and awareness about the activity to ease any concerns that might surface from noise impacts.

7. ADJOURNEMENT @ 10:52am

Alma Benavides, City Clerk