



CITY MANAGER'S OFFICE

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CITY COUNCIL INFORMATIONAL MEMORANDUM

Date: September 25, 2026

To: Cupertino City Council

From: Kirsten Squarcia, Deputy City Manager

Re: Informational Update on the Cupertino Disaster Council Meeting of June 30, 2026.

Purpose

This memorandum provides an update on the Disaster Council meeting held on June 30, 2026, including discussion of the City's draft Emergency Operations Plan (EOP), updates from regional emergency management partners, community preparedness classes and public education programs, City emergency management, and Citizen Corps and Block Leader Program activities.

Background

Per Chapter 2.40 of the Cupertino Municipal Code, the Cupertino Disaster Council serves as an advisory body to the City Council on emergency preparedness and disaster planning. It advises on emergency plans, disaster preparedness initiatives, and related emergency management matters. The Disaster Council coordinates with regional partners, including the Santa Clara County Office of Emergency Management, Santa Clara County Fire Department, and Santa Clara County Sheriff's Office, to support emergency preparedness, planning, response, and recovery efforts. In addition, the Disaster Council receives updates on the City's Citizen Corps and Block Leader Programs, which help the community prepare for emergencies through volunteer participation, public education, and neighborhood preparedness.

Discussion

Draft Emergency Operations Plan

The Disaster Council received a presentation on the draft Policy Chapter of the City's Emergency Operations Plan (EOP). Discussion focused on the governance framework, the respective roles of the Disaster Council and City Council, opportunities for public input, and the anticipated review and adoption process. Staff will continue refining the EOP based on feedback received. The complete draft EOP will return for review by the Public Safety Commission and Disaster Council before being presented to the City Council for discussion and input. Following Council feedback, the final EOP will be presented to the City Council for consideration and adoption.

Santa Clara County Office of Emergency Management

The Santa Clara County Office of Emergency Management provided updates on regional emergency management activities, including recent Emergency Management Accreditation Program (EMAP) accreditation, implementation of a countywide situational awareness platform, and ongoing coordination efforts with local jurisdictions and regional partners.

Santa Clara County Fire Department Community Educations

The Santa Clara County Fire Department provided an overview of community preparedness programs, including wildfire preparedness education, Community Emergency Response Team (CERT) training, and Hands-Only Cardiopulmonary Resuscitation (CPR) and Automated External Defibrillator (AED) training.

Emergency Management Roles and Responsibilities

City departments and representatives from the Santa Clara County Sheriff's Office and Santa Clara County Fire Department provided updates on their emergency management responsibilities, preparedness activities, and coordination efforts supporting the City's emergency management program.

Citizen Corps and Block Leader Programs

Staff provided updates on Citizen Corps activities and the Block Leader Program, including Block Leader activities, community outreach, and volunteer recruitment efforts.

Next Steps

The Disaster Council discussed scheduling a special meeting to review the final draft Emergency Operations Plan. No meeting date was selected. City staff will coordinate a future meeting date with Disaster Council members.

Sustainability Impact

No sustainability impact.

Fiscal Impact

No fiscal impact.

City Work Program (CWP) Item/Description

Emergency Operations Readiness: Review fire, earthquake tornado, active shooter, Tsunami, hazardous transport accident policies; and ensure EOC is active and functioning with a permanent position not consultant running the program.

Council Goal:

Quality of Life, Public Engagement and Transparency

TBD Item:

No

California Environmental Quality Act

The information in this report is not related to a “project” subject to CEQA

Prepared by: Kirsten Squarcia, Deputy City Manager

Reviewed by: Michael Woo, Senior Assistant City Attorney

Approved for Submission by: Tina Kapoor, City Manager