

**RBCERTAA BOARD MEETING  
MINUTES  
Nov 4<sup>TH</sup>, 2008**

Attendees at this meeting:

<b>RBCERTAA Board Members</b>	<b>Present</b>	<b>Guests in Attendance:</b>
President- Marcelle McCullough	X	Doug Rodriguez
Vice President- Mike Grady	X	Mike Martinet – Area G Coordinator
Treasurer- Sandy Marchese	X	Azita Mokhtari - Servpro
Secretary- Monty Ruth	X	George Butts - MBCERTAA
Jennifer Adam	X- in at 6:52 p.m.	Mayor Margaret Estrada – City of Lomita
Bob Applegate	A	C.J. Johnson – South Bay ]Galleria Security
Phil Gilbreth	X	
Gary Horn	X	Courtney Steeneken
Bob Heil	X	
Bob Kumler	X	Lauraine Caruana
	X	
		Jared Van Sloten – Public Safety Commission
<b>Fire Department Liaison:</b>		Dennis Cajili – Hope Animal Assisted Crisis Response
Captain Dan Bliss	A.	Jeff Adams
A=Absent		

- 1) **CALL TO ORDER** ~Marcelle  
The meeting was called to order at 6:30 p.m.
- 2) **INTRODUCTION OF GUESTS** ~Marcelle
- 3) **PRESENTATION OF AGENDA ORDER and request for additions/deletions** ~Marcelle  
(Please announce Open Forum discussion items at this time)
- 4) **ELECTION TO FILL VACANT BOARD MEMBER POSITION - Doug Rodriguez, Nominee**  
Doug Rodriguez was unanimously voted in by the board to be a board member. He was sworn in by Mike Martinet, from Area G Disaster Planning.

## 5) DISCUSSION OF CERT SHAKE DRILL November 13, 2008 ~ Marcelle

Marcelle reintroduced our Key Players in this Drill. C.J Johnson of the Galleria spoke. He said that he will have supervisors present at our drill to simulate findings during the drill. As a CERT member himself he is very excited about this program and event. He hopes this will motivate his security employees to take CERT Training. Azita from Servpro is sponsoring our VIP area hospitality. Their business is in disaster recovery. She said that she is looking forward to working closer with our cities with preparedness. Servpro is available 24/7 with a disaster team to respond to any kind of disaster. They have three officers available in the South Bay area alone. George Butts will be showing up for the drill with his MB Cert team. – Between 6 and 12 people. Mike martinet spoke will be there to evaluate the exercise and to take photographs. Courtney said that Gerber will have two ambulances available. She has lined up 20 victims for the moulage. Mayor Estrada of Lomita will have 17 to 20 CERT members coming. Marcelle said that we must remember that safety will be a priority for this exercise. She said that the Police VIP's will also be at our Drill. Marcelle then went over the Incident Action Plan. (See Plan) Mayor Ginn of Redondo Beach will be attending. Three Redondo Fire Fighters will be our evaluators. Mike M. suggested that we might be able to get someone from the Torrance or PV Departments that might like to send someone to observe. George Butts will invite the MB Fire Dept. Chief to attend. Gary H. Suggested we ask the City to post 2 or three of the portable electronic signs around the mall parking lot announcing "Disaster Drill in Progress." Bob Heil is concerned about "Check-in" for EVERY participant. In case of inclement weather, we need to think about Shelter. He wanted to know how MRC will pick up their bags. Mike G. said that they will pick them up from Logistics. He wants to know if we will have a Freq list for radio communications. Mike M suggests giving a colored snap-on wrist band to all participants who have checked in. We might consider having one color for participants and another for observers. Mike M. Says it's important to sign people in and track their hours and to get that reported to him for funding purposes. George Butts says check in is important to be covered for liability purposes and sign out.

Monty moved to recess at 8:17. Motion passed.  
The meeting was called back to order at 8:24

Courtney wanted to know if the victims need to sign a liability waiver form. Mike M. said there is a simple one page form to fill out that the city would take responsibility for and swear them in. Courtney wanted to know if any of the participants will be recognized for their efforts at the drill at a later date. Marcelle said yes. Courtney wanted to know where the victims would check in at. Marcelle said they should go to the south east corner of Macy's. Courtney said they will report in around 3 p.m. She said that Gerber will make a radio available to our transportation coordinator to communicate with Gerber. Mike suggested contacting Red Cross to have them send out a canteen for food. Ask art from Hermosa Beach. He works for the Red Cross and would be the perfect person to ask. Kelly Kovac Reedy knows how to contact him. Monty will coordinate. Jared said that the city manager is the person to contact about the electronic signs and porta-potties. Mike Grady will follow up with the City manager.

## 6) CALL FOR APPROVAL OF OCTOBER MINUTES ~ Marcelle

A motion to approve the minutes was made by Bob H. AND PASSED.

## 7) OLD BUSINESS:

- a. TREASURER'S REPORT ~Sandy
  - i. Presentation and call for approval of November 2008 Treasurer's Report  
See report. Mike G made motion to approve. Motion passed
  - ii. Revenues received, reimbursement requests and presentation of current bills for payment
- b. Class 39 Graduation Recap ~ Marcelle  
Graduation was a big success.
- c. Storage Facility Recap ~ Gary

## 8) NEW BUSINESS:

- a. Speaker Request for CPA Meeting on Thursday November 20<sup>th</sup> 7pm ~ Sandy  
Gary H. volunteered to speak. Marcelle will also be there.
- b. Holiday Party ~ Sandy Dec. 11<sup>th</sup>  
The Party will be at Sandy's house as pot luck. She will send out an email to everyone with details.
- c. Committee Updates
  - Community Involvement ~  
Chairpersonship is still open.
  - Equipment ~ Mike/Monty  
Mike purchased power cords
  - Funding ~ Marcelle  
Marcelle sold a box of CERT Caps at the MB Graduation last week.

Communications

Website Update ~ Bob K.

We have made the change to PVnet and pulled the plug on Yahoo.

Marcelle said that we need. to support Bob A with the newsletter and send him articles.

PR ~Marcelle

She is working on putting a CERT ad into the Chamber flyer

**8) ANNOUNCEMENTS**

a. This is the Last Board Meeting of 2008 ~ Marcelle

The Next meeting will be January 6, 2008

Marcelle thanked everyone for their commitment to CERT. Mike G. wished to acknowledge Marcelle for all the fine work that she has done on our behalf.

**9) OPEN FORUM**

Monty felt that it is important to discuss the vehicle donation opportunity before it slips through our hands.

Mike will talk to Bill Workman about it tomorrow.

Monty made a motion to move the MRC bags back into the container. Marcelle seconded the motion. Motion passed.

**10) ADJOURNMENT ~ Marcelle**

The meeting adjourned at 8:57 p.m.