

**RBCERTAA BOARD MEETING AGENDA**  
**January 6<sup>TH</sup>, 2009**

Attendees at this meeting:

<b>RBCERTAA Board Members</b>	<b>Present</b>	<b>Guests in Attendance:</b>
President- Marcelle McCullough	X	Sherry Wilczynski #2003
Vice President- Mike Grady	X	Martyn Andrews
Treasurer- Sandy Marchese	X	Dave Buckland Class 36
Secretary- Monty Ruth	A	Scott Fellows
Jennifer Adam		Ron Coupe
Bob Applegate	X	Jared VanSloten
Phil Gilbreth	X	Loraine Caruana
Gary Horn	X	Ian Miesen RBPB 7PM
Bob Heil	X	Rick Shagrio
Bob Kumler		Chris
Doug Rodriguez	X	
<b>Fire Department Liaison:</b>		
Chief Madrigal 6:30 to 6:50	X	
Dan Bliss 6:30 to 7:05		
A = Absent		

- 1) **CALL TO ORDER** ~Marcelle  
 Called to order at 6:30PM by Marcelle
  
- 2) **INTRODUCTION OF GUESTS** ~Marcelle
  
- 3) **PRESENTATION OF AGENDA ORDER and request for additions/deletions** ~Marcelle  
 Once through E of item 6 we will have discuss committee business as needed but open discussion for the planning of the 2009 calendar/goals.)  
 Move Fire Department Corner up in agenda to allow Chief Madrigal to leave early to attend City Council Meeting this evening.
  
- 4) **CALL FOR APPROVAL OF MINUTES** ~ Sandy (for Monty)  
 Mike G motion to approve minutes of November 2007 board meeting, Bob H 2<sup>nd</sup> motion, minutes approved.

## 5) OLD BUSINESS:

### A. TREASURER'S REPORT ~ Sandy

- i. Presentation and call for approval of January 2008 Treasurer's Report  
Bob H. motion to accept with correction of adding explanation for \$45.50 for purchase of Wrist bands for "Shakeout" and deleting balance of \$162.53 ear-marked for fire suppression supplies, Doug 2<sup>nd</sup>, report approved.
- ii. Revenues received, reimbursement requests and presentation of current bills for payment. Pending \$10 for trailer license for 5 years.  
Lawn signs for CERT program 4 for \$66 total. Bob H. asked about being able to change Date on signs. However due to outside weather conditions a 1 year life is good. No objection on expenditure. Comment made that RBCERT hats are avail at \$5 donation.

## 6) NEW BUSINESS:

### A. Class 40 ~ Marcelle

Class starts February 5<sup>th</sup>. Marcelle asked for members to be present. Gary Horn, Bob Heil, Phil, Mike G., and Marcelle will try to attend.

Marcelle asked if anyone had contacts for restaurant for food for first class. Mike G. indicated Lomeli's in Gardena (310-323-7993) would possibly be willing to provide the food (ask for Carlo Lomeli). Have 4 people registered for class. Hermosa is promoting. Application is available on city web site. Marcelle encouraged everyone to take 10 app's and give out. An announcement should be on city cable station, signs, and newspapers for publicity. Only two classes sessions this year. Doug suggests it be announced on city radio 1630.

If Lomita is interested in attending class, please have people contact Marcelle. Marcelle will extend invitation to city council to take class. Bob H indicated that Mayor indicated he would like to take class again.

### B. Renewal of Trailer License ~ Sandy

The license for the trailer is due. \$10 for 5 years. Board approved expenditure.

### C. Nominations for 2009 RBCERTAA Board May 2009 – Marcelle

June is the end of terms. Monty is resigning as board member due to his new employment as stage director at RBUHS. We support his decision and accept his resignation with reluctance and wish him well in his new work. Marcelle asked for someone to take over secretarial duties. Bob Heil indicated he would possibly take this unless someone else would like to step up.

It was advised board members need to have attended 2 board meetings within 6 months and have valid First Aid/CPR card. Requirements for board are shown on our web site. Marcelle encouraged members to step up to the positions on board. Mike G asked if anyone interested in filling the board position that has been vacated.

### D. Fire Department Corner ~ Captain Dan Bliss / Chief Madrigal

Chief Madrigal thanked RBCERTAA for the support given on budget and indicated this would not be questioned in next budget review. The Chief indicated this is a fantastic program. He extended thanks from FD, PD & City.

Comments on drill: Originally program to train 1% of population, now over 2%....heading for 3% (1700 people). The drill put on by RBCERTAA and evaluated by Rbfd. It was incredible (covered logistics, coordination, and incorporated other cities...it was awesome. Some pit falls....but some excellent areas. The pluses were much more than the minuses. Was a very good learning experience. Mayor and council members were impressed. Job WELL Done!. A lot of mutual aid assistance at drill. The Chief indicated he is exploring a mutual aid agreement among CERT organizations. Draft is underway and will be reviewed by city manager. After it is endorsed he would like to present it to our RBCERTAA organization. This would give us worker's comp coverage.

Scott Fellows presented the ideas of have a meeting of CERT members from multiple cities. Marcelle indicated that a meeting would be taking place on January 15<sup>th</sup> with Southern California CERT coordinators to discuss this idea of joining forces which could include grant writing. There should be 12 to 15 teams from many cities at January 15<sup>th</sup> meeting.

Chief Madrigal would like to work on the mutual aid CERT program with the executive board of RBCERTAA and then bring it to the general membership.

The Chief was able to get some funding through grants to update the EOC area. This will include an area for CERT. He hoped to complete by Jan, but now probably March due to city work load.

From Captain Bliss – New Year, new goals. Need to get together and discuss. Chief Whitaker will be the overall contact for CERT leadership within the RBRD.

Per Marcelle – two classes per year. Goal is to fill classes

Per Captain Bliss – Want to bring new life to the classes. He will have meeting with instructors. CPR (class 3) to include AED. It is planned to bring CPR up to standard and have several instructors to teach. It will have the right certificate/card of completion.

Vince Dipane will continue first aid. If only 4 signups or 46 the class will go per Dan Bliss. Eight weeks of Thursdays and 1 Saturday for graduation/drill. Class starts February 5<sup>th</sup>. Mike Grady asked that the drill be longer to allow members to participate in various areas. Dan indicated this would be possible. Additional trainings will be one on Saturday and one on Sunday.

Marcelle asked about vehicle. Current vehicle was first in service in 1987 (20 year old vehicle). Dan suggested we look for alternate vehicle. Perhaps the city would have vehicle from public works that would be in better condition.

Per Bob Applegate there seems to be a turn around in feeling between RBF & RBCERTAA. This is good for the New Year. Per Mike G. - Chief Madrigal is impressed with us from drill and this made a big impact on our relationship.

#### E. MYN Program ~ Marcelle

MYN (Map Your Neighborhood) was originally started by Washington State. MYN is a 9 step program. Per Marcelle, Officer Miesen is offering the handling of the program to RBCERTAA. Per Officer Miesen it is a great opportunity. Per Officer Miesen there are three NW (Neighborhood Watch) classes 101, 102, 103. 101 Basic, 102 crime prevention, 103 disaster preparedness. Per Marcelle need to look at working with the MYN as a goal item for 2009.

#### F. Committee Updates

##### i. Community Involvement ~ Sandy

1. Need new Committee Chair - Sandy explained that we need to be selective in what we participate in (getting most exposure for time spent). Gary volunteered. Marcelle Thanked Sandy for chairing.
2. St Patrick's Day Parade - RBCERTAA participated last year, cost for this year is \$50. If \$50 waived and someone is available to tow trailer it is suggested we participate. This event is sponsored by Hermosa Beach.
3. Letter of thanks for presentation by Marcelle & Gary to Citizen Police Academy  
Sandy read letter of thanks from RB Citizen Police Academy for the presentation by Marcelle and Gary.

- ii. Equipment ~ Mike
  - 1. Need new Committee Chair - Mike G. is stepping down due to workload commitment. Mike indicated this position keeps track and maintains the equipment. Mike's truck is available for present time, but not for long term. Marcelle and the board thanked Mike for his chairing this committee.
- iii. Funding ~ Monty - position of committee chair is open, Marcelle will take this over. Dave Buckland - If cost to raise money is 25% or greater a program is not good fundraiser. Look for something that is FREE that people will get excited about. Possible basketball game between PD & FD or two FD's. Gym at community center could be utilized. Add some entertainment. Make it an event that people could be excited about. Need to get the biggest bang for the buck. Dave feels raising \$5000 in next six months is totally possible. Per Marcelle Dave is connected with possible entertainment personnel. Possible adding sale of wine to event...raises money.
- iv. Communications ~ Bob A - quiet month. Bob K made some changes to web site. Marcelle indicated that there was some time out due to re-couping from drill, holidays, etc.
- v. PR ~Marcelle – Sent info to newspaper regarding new class. Marcelle will be giving info out to business to train their personnel. Marcelle spoke at EPAC in Hermosa. Met with hotels such as Crown Plaza. Per Mike G if we supply paper of acknowledgement trophy company will provide plaque at \$42.50 each. Trophy company is E & H Trophy and engraving. Per Mike G we need two of these for the storage company. The trophy company will complete within one day. Marcelle indicated we will get this done and present as soon as possible. Mike G to prepare acknowledgement to use.

## 7) ANNOUNCEMENTS

- A. 50 pairs of medium gloves donated by Expo Design Center Redondo Beach.per Rick Shagrio
- B. MB is looking for victims for graduation on January 24<sup>th</sup>.
- C. Samaritan law threatened – article presented. Says someone can take a person to court over care. Per Mike G. Anyone can sue anyone, but it doesn't mean they will prevail.

## 8) OPEN FORUM

Mike G – opportunity this next year to work on improving relationship with FD. To keep CERT program to emphasize this is to work as a team, not just for personal preparedness. Marcelle wants to get members to be involved. The two mandatory trains should encourage participation. Mike G – would like to see getting another trailer so that both ends of city is covered. Also a meeting spot be set up in south RB and division of members reporting to each site. Bob A – would like truck that is self contained with supplies, an annual training drill put on by CERT, and radios.

Marcelle - action plan used in Nov 2008 drill could be footprint for plan of future events. South Bay Gallery has offered facilities for training/future events. Marcelle indicated additional people need to be involved in setting up as it is a big undertaking.

Mike G – indicated that if mutual aid set up, then RBCERTAA could possibly host first event. Mike G indicated that FD could participate to a big extent. Doug questioned if mutual aid needs to have way to communicate. Martyn Andrews asked if Daily Breeze has given exposure to CERT. Yes, overall to the Skakeout drill for all of South bay. Also Tsunami was covered. Marcelle indicated Daily Breeze does give coverage. Ron Coupe – Indicated that Northrup Grumann good source of grants and to work with their employees.

Chris asked about vehicle. Steve Aspel spear headed vehicle for Mexico. Also thinks CERT email is broke. Suggests participate in Torrance Arm Forces parade. Also fenced area by Chamber of Commerce could be site for additional trailer. Would like more info on MRC or where to get info. Perhaps a link on web site.

Lorraine – thanks the board for all the endeavors.

Sherry Wilczynski - would like CERT members clustered into groups and know each other's location. Per Mike G – privacy issues, with the mandatory training we can have more information. We are not going to drop people without trying to contact. Marcelle is going to implement having new class members indicate their residence on map.

Gary Horn - suggests having a mixer for alumni. Suggests identification for active members their houses. More visibility. We need radios and communication. Gary asked if Honda would be willing to participate again with donation. Marcelle said that we might to purchase a broad based item for a raffle. Gary suggests two events a year as mixer for alumni (a relaxed event. Would like 2<sup>nd</sup> cache of supplies in south Redondo and meeting area. Would like to see more participation in harbor/dock area.

Phil Gilbreth - Bring alumni back. Like reunion idea. Wants complete inventory of trailer. Phil will be equipment chair.

Bob Heil - would like long-term members involved. Would like us to think about including LA County trainings to count toward fulfilling training requirement. Official CERT training locations. Set up links on training. Offer AEC training. On line training for NIMS indicated on our web site. Basically indicating on our site all possible trainings available. Per Mike Torrance has more active members possibly due to required training. Mike G suggests we have a training officer and recommends Bob H for position. Bob H would be willing to put together a syllabus for training. Marcelle requests that information from members be forwarded to her for utilization to other members.

Scott – would like the reunion paired up with picnic at Moonstone Park. Needs this event promoted. Make announcement sound fun.

Rick Shagrio - promote that the class has a team leader and someone to get involved in keeping in touch with the classmates. Someone to be the glue to hold the class together. Perhaps a little class competition.

Mike G. - we need to have people think about stepping up for board positions

Marcelle – would like to encourage people to be involved and how worthwhile serving on the board can be.

**9) ADJOURNMENT** ~ Marcelle Motion to adjourn at 8:35. Meeting closed.

**Don't forget to pay for your food. Wishing everyone a safe, happy, healthy and prosperous New Year!**