



Meeting attendees:

| <b>RBCERTAA Board Members</b>          | <b>Present</b> | <b>Guests in Attendance</b> |
|--|----------------|-----------------------------|
| President - Sandy Marchese             | X              | Bob Heil                    |
| Vice President - Doug Rodriguez        | Excused        | Lauraine Caruana            |
| Treasurer - Gary Horn                  | X              | Dave Donell                 |
| Secretary - Bob Applegate              | Excused        |                             |
| Phil Gilbreth                          | Excused        |                             |
| Marcelle McCullough                    | X              |                             |
| Nancy Nickels                          | X              |                             |
| Sally Plante                           | X              |                             |
| Susanne Rengo                          | X              |                             |
| Monty Ruth                             | Excused        |                             |
| Courtney Steeneken                     | X              |                             |
| <b>Number of Board Members Present</b> | <b>7</b>       |                             |
|  |                |                             |
| <b>Fire Department Liaison</b>         |                |                             |
| Captain Dan Bliss                      | X              |                             |

X = Present, A = Absent

The regular monthly meeting of the Redondo Beach CERT Alumni Association was held on Tuesday, June 1, 2010, at 6:38PM, the President being in the chair. The minutes of the last meeting were approved.

- I. **Introduction of Guests:** Sandy
  - A. Sandy introduced Dave Donell, a CERT alumni from Class 42.
- II. **Presentation of Agenda Order and Request for Additions/Deletions:** Sandy
  - A. Sandy added item VI to the agenda to allow our guest Dave Donnell to present feedback from the CERT class training.
- III. **Review of 2009-2010:** Sandy
  - A. Sandy reflected on the City of Redondo Beach and RBCERTAA as she is coming to the close of her term as President of RBCERTAA for 2009-2010. Sandy shared how she feels that the City of Redondo Beach is a such great place to live. She mentioned several sights from the South Redondo to North Redondo that made her proud to be in Redondo Beach. Sandy then reflected on the accomplishments of RBCERTAA (some of the accomplishments are listed here):
    1. We completed two academy graduations (26 and 39 graduates) and two refresher courses.
    2. Listing of CERT class on city calendar (front page)
    3. We obtained a new street-size banner for class announcements at no cost to RBCERTAA.
    4. The City Council passed mutual aid agreement with surrounding cities.
    5. The City of Redondo Beach donated a van to RBCERTAA and it was insured, registered, painted, complete with lettering.
    6. RBCERTAA was seated in the EOC for the first time during the tsunami warning on September 29, 2009.
    7. We received a corporate donation from Northrop Grumman.
    8. RBCERTAA unveiled a new format for the alumni updates.
    9. Work was started and completed to prepare a new roster for active CERT members.

10. RBCERTAA assisted the BCHD with the flu clinic.
11. Booth at Safety Fair
12. Shakeout Drill 2009 at Alta Vista Park
13. Booth at National Nite Out (Target location)
14. Representation at Veteran's Day event
15. Attended Red Cross event in Anaheim
16. CPK fundraiser
17. RBCERTAA representatives were present during Fire Service Day at Fire Stations 1 and 2.
18. Our organization made a presentation to the Neighborhood Watch area meeting.
19. Some of our members attended the Area G meetings.
20. Attended and participated at City Council meetings
21. We had a holiday party at Chris Leist's and it was great fun.
22. Annual Picnic/Luau at Moonstone Park
23. Filing of tax report to maintain our nonprofit status

**IV. Elections For Board 2010-2011: Sandy**

- A. Sandy consulted with past members for nominations for the Board of Directors. Gary Horn declined the position of Treasurer on the Executive Board because he is moving out of state. Nominations did not exceed the number of seats that needed to be filled. Elections were not necessary and nominations were accepted. One seat remains open. Swearing in will take place at the July meeting due to the absent members. The Board of Directors was seated and the Executive Board was approved as follows:
  1. President – Sandy Marchese
  2. Vice President – Doug Rodriguez
  3. Treasurer – Nancy Nickels
  4. Secretary – Bob Applegate
  5. Phil Gilbreth
  6. Marcelle McCullough
  7. Sally Plante
  8. Susanne Rengo
  9. Monty Ruth
  10. Courtney Steeneken

**V. Fire Department Corner: Captain Dan Bliss or Representative**

- A. The Luau was a success. There was a great turnout and the fire service representation was substantial. Firefighters stayed longer than previous event and it was appreciated by the alumni. Entertainment was great! (hula girls). The Fire Department's use of the city's barbecue grill was denied by the city but approval is being worked out for our future events.
- B. The active CERT members' roster is nearing the test phase.
- C. The fire department is preparing a standard operating procedure for the callout and is still accepting suggestions of ways that our CERT team can be used to serve the community.
- D. Marcelle offered to provide a copy of the Manhattan Beach CERT operating procedure to Captain Bliss for ideas.

**VI. CERT Alumni Guest: Dave Donell**

- A. Dave thanked the fire department and the RBCERTAA board for the training he received during the last academy. He took CERT training because he wants to be a firefighter. Dave had some thoughts on the training and how it might be enhanced. His comments were welcomed:
  1. Dave suggested that the trainers reiterate that the fire department will not be available during the first initial hours of a major disaster and explain the windshield survey procedure.
  2. Dave suggested that more be said about the fire department procedure during disasters and what the CERT involvement will be.
  3. Dave asked if information regarding trauma hospitals in the area could be provided to the class. Perhaps include an introduction to hospital procedures and where the injured should be transported.
  4. Dave talked about the tsunami evacuation zone and that he heard it was east of PCH. Because a tsunami is a threat to our beach cities, he suggested that more information be

provided to the class regarding the affects a tsunami could have on our area and a more realistic tsunami evacuation zone. Dan explained that different areas of our beaches have more vulnerability and have different response scenarios.

5. Dave informed us about Hermosa's reverse 911 system-code red and suggested that it might be useful for Redondo Beach, too.
6. Dave had questions about mutual aid, both statewide and local. Dan informed us that Sandy is working on CERT mutual aid that will be beneficial in localized emergencies. Our 2010 ShakeOut event will include many adjacent cities — Manhattan Beach, Torrance, El Segundo, testing our mutual aid capabilities.
7. Dave suggested that we include a section in the last class that explains what happens next for CERT alumni.

## VII. Old Business

### A. Treasurer's Report: Gary

1. The May Treasurer's Report was resubmitted with details of the month's activity. It was reviewed by the board and approved.
2. Presentation and call for approval of the June Treasurer's Report. Reviewed and Approved.  
Previous balance: \$2,926.60  
Revenues received: \$295.00  
Payments made: \$132.00  
Ending balance: \$3,089.60
3. Revenues received: Sally Plante submitted receipts from the luau and presented the board with the remaining balance from the \$250 advance (details in the July Treasurer's report).
4. Reimbursement requests and presentation of current bills for payment
5. The RBCERTAA tax report was filed.
6. Sandy performed an audit of the May bank account and it reconciled with the financial statements.
7. A meeting will be setup with Sandy, Gary and Nancy to transfer files and information for the transition in the Treasurer's position.
8. Nancy and Sandy will schedule a trip to the bank to add Nancy to the bank account as a signer.

### B. Other items

1. Vehicle: Lettering for the van was finished and the van was presented at the CERT Luau. The van needs work on the inside. A bench top is needed and the van needs to be stocked.
2. Riviera Village Summer Festival Expo: June 26 & 27 – 10AM-6PM. Sandy passed around a volunteer sign-up sheet. Setup will occur from 6-9AM and teardown will begin at 5PM. Sandy will put out a request for volunteers.
3. RUHS – Radio (Ham & FRS) Operators & CERT Participation – Rededication of track June 5 – Doug:
  - a) Ken Carr, a member of CERT, will be working a ham radio station.
  - b) Brandy Harkins from BCHD is asking for volunteers to work with the Medical Reserve Corps first aid station.
  - c) Brandy asked Sandy to retrieve the BCHD first aid kits from storage for the event.

## VIII. New Business:

### A. Committee Updates

1. ShakeOut – Monty was not present at the meeting. The next scheduled meeting is June 27, 11AM-1PM at the Manhattan Beach Fire Department.
2. Community Relations
  - a) Sandy is looking for someone to head up community relations committee because Gary is moving out of state.
  - b) Torrance Memorial Hospital is having a disaster drill on Thursday, June 10 and they are asking for volunteers to act as victims.
3. Luau Committee – Sally
  - a) Sally reported that the CERT Luau Bar-B-Q was a big success.
  - b) The hula dancers were also a big hit.
4. Funding/PR – Marcelle

- a) Marcelle passed around a proposal for amending RBCERTAA bylaws. The proposal requests a change to allow membership dues. Marcelle did research on the addition of membership dues and discovered that we can charge a membership fee as long as it associated with our organization's mission. She explained that our organization has increased annual hard costs and that we now need to raise enough money to cover it.
  - b) Sandy suggested that we take it home and review it and then revisit it at the next meeting.
  - c) Dave Donell suggested that we ask CERT classes to join RBCERTAA with a fee. Gary agreed. Dave also suggested that we make it easy to make donations on our website.
  - 5. Apparel – Chris Meyers (not present)
  - 6. Communications – Bob Applegate (not present)
    - a) Dave Buckland will take over as webmaster. He has a resource to buy Dreamweaver at a large discount. Sandy approved the purchase.
  - 7. Equipment – Phil (not present)
  - 8. Overall – Sandy suggested with the start of the new year for RBCERTAA we reformulate the committees.
- IX. **Announcements**
- A. Tuesday, July 6 – Next RBCERTAA meeting at Billy's
  - B. Saturday & Sunday – June 26 & 27 – Riviera Village Summer Festival
  - C. Thursday, October 21 – ShakeOut
  - D. Saturday, November 13 – CERT Refresher
- X. **Open Forum**
- A. Sandy handed out thank you gifts to the past board in appreciation for their service.
  - B. Sandy handed out an American Red Cross Wilderness and Remote First Aid Course flyer. This is a 16 hour wilderness first aid training class. Contact number is 1-800-667-2968 or visit [www.shopstaywell.com](http://www.shopstaywell.com).
  - C. Disaster Launch, Friday June 25, California Disaster Corp., 8am-1pm, LA Sheriff & LAFD, 300 CERT volunteers to attend training & exercises, check-in & staging. Marcelle advised that CaliforniaVolunteers Disaster Corps was going to form a centralized CERT organization.
  - D. Sandy mentioned that RB/HB/MB are being considered as 1 of 3 cities worldwide to participate in a project called "Vitality Cities". BCHD has submitted our location and will advise if our cities are the selected site. Vitality Cities promote health and safety.
- XI. **Adjournment:** The meeting adjourned at 8:29PM.

Bob Applegate, Secretary, from notes taken by Nancy Nickels