



## RBCERTAA BOARD MEETING MINUTES



JUNE 07, 2012

Attendees at this meeting:

RBCERTAA BOARD MEMBERS	Present	Guests in Attendance:
President, Gary Horn	X	David Byrd
Vice President, Marcelle McCullough	X	Eric Baird
Treasurer - Nancy Nickels	X	Sandy Marchese
Secretary (acting) Susanne Rengo	X	
Debra Bina-O'Brien	X	
Dave Buckland	X	
Bandy Harkins	A	
Doug Rodriguez	A	
Courtney Steeneken	X	
(open Board Position)		
(Open Board Position)		
<b>Fire Department Liaison:</b> Capt. Dan Bliss	X	
A = Absent		

- 1. Call to order/announcement:** The regular monthly meeting of the Redondo Beach CERT Alumni Association was held at Beach Cities Health District on Thursday, June 07, 2012 at 18:36 pm, with the President, Gary Horn, as the chair.
- 2. Introduction of Guests:** The guests shown above were introduced by the President, Gary Horn, to the RBCERTAA Board.
- 3. Presentation of Agenda Order** and request for additions/deletions: The agenda was accepted as submitted and copies were placed on a table for anyone needing a copy for the meeting.

4. **Call for Approval of the Minutes** for May 03, 2012 meeting. There were revisions as follows: Page 2, item 5.D, line 1 to correct the date to June 21; page 4 item 7.A.iv, line 1 ...Mike Grady(2009)and subsequently to Montgomery Ruth (2011); page 4, item 7.E line 10 delete ...was made...; page 4 item 7.F.i.a line 1 add...donations for the general fund... Gary Horn made a motion to approve the Minutes this was seconded and approved by the board.

5. FIRE DEPARTMENT CORNER:

A. The donation from ALLCOM fo set up a phone tree tree style call out will be coordinated with Chief Lepore and the Fire Dept. Dispatch and Division Chiefs. RBCERTAA will provide a list of 5-7 contact people. A mass text will start system with core group i.e. the board members. We can expat the core group to 25-50 and test 4-5 times annually. We should start ASAP. They need TMobile or Verizon phones. Sandy Marchese will submit a list to Capt. Bliss to finalize this at the next meeting. The dispatch manager is not in place of CAD (computer aided dispatch). Dispatcher Laurie Koike will coordinate activation for the Fire Dept. and RBCERTAA. In an emergency a unified command of Fire Dept. and Police Dept. dispatchers would put out the message; the Incident Commander through Planning Dept. will orgistrate the location to meet and indicate if CERT is needed; there would be updates within 6 hr/12 hr. whichever is necessary and the community can tune in to radio station 1630 for updates. Sandy Marchese will coordinate with Gary Horn on call list. Courtney Steeneken suggested that we test the call out system monthly.

B. Chief Lepore is the EOC representative for the Fire Department

C. Station 1 had their kitchen remodeled through Sharefest. Debbie Bina-Obrien will see if Station 2 needs upgrades since they are the station that we use for refresher training and the graduation of CERT classes. Sharefest does the fundraising if the project is selected and they know that they have rules to follow involving the city, contracts, bonds and release of liability issues.

6. OLD BUSINESS:

A. TREASURER’S REPORT: Nancy Nickels

i. Beginning balance on 4/01/2012 (General Fund)	\$2,214.31	
Revenue/ Deposits	244.00	
Expenses/debits paid	230.70	
Corrections/Adjustments (paypal fees)	<u>( 0.00)</u>	
Ending balance as of 4/30/2012	\$2,227.61	
ii. Beginning balance on 4/01/2012 (command vehicle fund)		\$ 328.92
Revenue/Deposits		3,000.00
Expenses/Debits paid		<u>256.08</u>
Ending balance as of 4/30/2012		\$3,072.84
Grand total of general + command vehicle funds		\$5,300.45
iii. Reimbursement requests and presentation of current bills for payment:		
• Registration for command vehicle is due		\$459.00

iv. The budget was adjusted to reflect expenses that occurred during the month.

v. Debbie Bina-O'Brien motioned to approve the Financial Report; this was seconded by Gary Horn and approved by the Board.

B. Upcoming vehicle expenses:

- Replace windshield wiper blades and reset check engine light (based on estimate from Independent Auto Repair. Gary Horn made a motion to authorize up to \$150.00 for these repairs. Nancy Nickels seconded the motion and the board voted approval.
- Generator/carborator repair based on 1 hr. labor estimated @ \$200.00-\$400.00.
- \$60.00 for gas needed to fill the tank for the command vehicle

C. Grady award. Mike Grady explained the reasons for nominating Garth McWhorter and Jared Van Sloten for the Grady Award. They were the people responsible for getting RBCERTAA status as a non-profit organization and got fund raising and donations to be able to purchase the trailer and equipment. Initially the Fire Dept. controlled CERT graduates and there was no alumni association . Heling Craig, Lisa Burke and Mike Grady worked with Jared and Garth to establish rules for elections, by-laws and along with Roberts Rules for Meetings they were able to establish RBCERTAA as we know it today. In 2004 Randy was elected as president for the organization on a Tuesday and died from a heart attack on Thursday of the same week. Garth took over as president. Gary Horn motioned to reconsider the presentation of the Grady Award to Jared Van Sloten and Garth McWhorter with a cost not to exceed \$330 and make the presentation at the General Meeting. This was seconded by Marcelle McCullough and voted for approval by the board. It will be presented to them by Mike Grady.

D. General Meeting: Chief Madrigal and Chief Lepore will be at the general meeting on June 21.

The historic library has been reserved. There will be a podium, front tables for the board members and chairs set up for the alumni members attending the general meeting . The speaker will be Brenda Emrick who is currently under contract with the L.A. County Office of Emergency Management and working on the development of LA Disaster Corps. She serves as the Disaster Corps representative to the California State CERT Workgroup and she is a state and national CERT instructor.

Sandy Marchese will have the ballots printed for the meeting. The agenda should indicate a call to order, introduction of Fire Dept. Chief Madrigal, Treasurer's Report, Results of Election, RBCERTAA accomplishments during the past year, open forum, announcement of dates of the next CERT class and adjournment.

We were reminded to bring coins for parking meters. The time limit at Veterans Park is 2 hours. We should try to get to the historic library by 6:00 PM to set up things for our meeting. We should consider printing a flyer indicating the RBCERTAA website, QB Store for on-line apparel purchases, 50/50 raffle with tickets available for \$1.00 or 6 tickets for \$5.00, donation letter for RBCERTAA, application for for the next CERT class, form to opt in to ALLCOM system, form to sign up for various committees. If we drop off the items to be copied at Sandy's house no later than noon on Monday 6/18, she can get them copies.

A motion was made by Nancy Nickels to approve \$50 for Sandy Maarchese to buy needed items for the general meeting. This was seconded by Dave Buckland and voted for approval by the board.

We should recognize the library for donating the space in the historic library for us to use for our meeting and Marcelle McCullough recommended that we invite the city council in support of RBCERTAA. Sandy will e-mail invitations to them.

E. Nominations for the Board for 2012-2013

Eric Baird, Debbie Bina-O'Brien, David Buckland, David Byrd, Greg Madden, Nancy Nickels, Susanne Rengo, Doug Rodriguez. There are three open board positions.

F. Decals for business supporters of RBCERTAA – To be discussed at the next meeting.

**7. NEW BUSINESS:**

A. From the President:-Gary Horn

B. Committee Reports:

i. Fund Raising – Nancy Nickels reported that we have received the \$3,000.00 that was pledged by AES for the command vehicle.

Two bicycles were donated to RBCERTAA and were auctioned at the King Harbor Sea Fair; the total proceeds from this event was \$140.00 The juice drinks not sold at this event were offered as a sidewalk sale on Memorial Weekend in Hermosa Beach and the proceeds from this were \$85.00.

Under the Northrup Volunteer Recognition Grant we identified two members on our alumni list with Northrup e-mail addresses (Paul Goss and Gred Maddon).

Kevin Paul from Bank of the West will meet with Nancy Nickels to discuss fundraising ideas for our group.

ii. Equipment: Dave Buckland reported that our contact at BCHD for MRC is now Dr. Santora. At the BCHCO shakeout in October 2011, the MRC bags from our trailer were released to the medical triage area to the MRC representatives who left the event when there was a long delay before the patients were transported to the area and the bags were unattended. We retrieved the bags when the event ended and packed them in the trailer but we have not reviewed their contents.

Ken Simpson has donated latex gloves, large size for our inventory.

Debbie Bina-Obrien has picked up our 23 blankets from R. B. Cleaners. They have been washed and packaged and the cleaners donated their services to our group.

iii. Public Relations – Marcelle McCullough has received pro bono support from an outside contact.

a. Doug Rodriguez is handling the transfer of the Facebook account to RBCERTAA.

- b. Sandy Marchese will open our existing AOL account to check the mail and Gary Horn will respond to these e-mails.
- c. U. S. Storage will be acknowledged for donating storage area to RBCERTAA
- d. Community Involvement – Flo Hartfield has resigned and we want to thank her for her services at the various events throughout this past year

**8. DATES TO REMEMBER:**

- A. Thursday, June 21, RBCERTAA General Meeting, Historic Library, Veterans Park 18:30 PM  
Election of Officers for 2012-2013.
- B. Thursday, July 12 RBCERTAA board meeting, Redondo Room, BCHD, 18:30 PM
- C. Saturday, July 21, Beach Cities Relay for Life, Alta Vista Park, 9:00 AM – Sunday July 22 9:00 AM
- D. Thursday, August 2, RBCERTAA board meeting, Redondo Room, BCHD, 18:30 PM

**9. OPEN FORUM:**

- A. RBCERTAA will be part of the Life Saver Team and provide first aid services for the Beach Cities Relay for Life on July 21-22.
  
- B. Sandy Marchese mentioned Hydration Training offered by BCJCO in El Segundo

The meeting adjourned at 21:26 PM.