



RBCERTAA BOARD MEETING MINUTES
September 6, 2012

Attendees at this meeting:

RBCERTAA Board Members	Present	Guests in Attendance:
President – Nancy Nickels	X	Nancy Olmos Class 45
Vice President – Eric Baird	X	Lew Western Class 40
Treasurer – Debbie Bina-O’Brien	X	
Secretary – Doug Rodriguez	X	
Marcelle McCullough	X	
Dave Buckland	X	
David Byrd	A	
Greg Madden	A	
(Open Seat)		
(Open Seat)		
(Open Seat)		
Fire Department Liaison:		
Capt. Dan Bliss	X	
A = Absent X=Present		

- 1) **CALL TO ORDER/ANNOUCEMENT 5:10pm ~ Call to order by Eric Baird**
- 2) **INTRODUCTION OF GUESTS 5:11pm ~ Eric Baird: Nancy Olmos, class 45**
- 3) **PRESENTATION OF AGENDA ORDER and request for additions/deletions 5:11pm ~ Eric. Agenda approved unanimously**
- 4) **CALL FOR APPROVAL OF MINUTES for August 2nd, 2012 ~ Eric. Dave Buckland made a motion, Doug seconded. Passed unanimously. Nancy arrived 5:13pm**
- 5) **FIRE DEPARTMENT CORNER ~ Captain Dan Bliss or Representative (ABSENT) revisit when he shows up. Dan showed up at 5:47pm.**
 - A. **CERT Class – Academy #47- 6:01pm** - A lot of people on the list, should have a couple people walk in, and should have 30 people.
 - B. **CPR Refresher** - Talk around allowing alumni come to CPR/AED Class. If class fills up Alumni will not be able to attend the CPR class. FD will be busy with class, and refresher coming up. We will set another date for a CPR class for Alumni possibly in November.
 - C. **Shakeout** - Props from station can be used. Dan will get service extinguishers filled to use for training and class.
- 6) **OLD BUSINESS:**
 - A. **TREASURER’S REPORT 5:14pm ~ Debbie**
 - i. Presentation and call for approval of Treasurer’s Report – There was discussion about the 2012 Annual budget, and that we have budget of ~\$8900 and that we are under budget by \$5,337. But we do not have current revenues or projected revenues to support the current budget. There was

much talk about the Command Vehicle, and Van and the expenses. David made a motion, Doug seconded, passed.

- ii. Revenues received 5:33pm – Debbie stated as per Financial Report
- iii. Reimbursement requests and presentation of current bills for payment 5:33pm – Debbie asked if there were any reimbursement requests. Stated that there are two bills for Van, \$313.50 (insurance) and \$317 registration. \$630.50 presented for payment. Motion by Marcelle, seconded by Eric. Marcelle noted this leaves our general fund with only ~\$1200.
- iv. Budget Requests 5:37pm – Debbie
- v. 3yr Expense & Revenue Analysis – Debbie presented and was discussed.

B. Other items

- i. Update on Allcom-Greg – Greg was not here, so Nancy noted she may take this back over. Debbie asked if the district leads could call their list and test. Was noted this may be a good time to let them know about the Shakeout drill.
- ii. Command Vehicle Wash 8/11 Update - 5:39pm - David absent to update us on this.
- iii. National Night Out 2012-Nancy 5:40pm, Nancy noted that she and Sandy Marchese split up and joined 2 RBPd teams to visit 8 locations where they were having Neighborhood watch events. They talked about CERT and handed out invitations to the class.
- iv. RBCERTAA Supporter Decal-Dave. Doug made a motion that we purchase the decals to use a thank you for supporting us. Seconded by Eric. Doug noted that we may need to add the URL.

7) NEW BUSINESS

A. From the President ~ Nancy 5:45pm

- i. Neighborhood Watch – Nancy discussed with Don Martinez, CERT being partners with new block captain where police rep speaks with them, and a CERT rep meets with them as well. Nancy, Sandy, and Rick Shigio have volunteered to attend. Debbie said she would like to volunteer as well.
- ii. Shakeout 2012 5:47pm – BCJCO sent out info, but after newsletter was sent. Doug recommended that we send this out by itself. Nancy said that the format of this drill would be stations similar to the graduation. Limited to 120 people so that all teams can make it through all stations Sign up for the Shakeout by sending an email to Training2012@bcjco.org and indicate if you are volunteering for a staff position or signing up as a participant. Participants indicate an arrival time of A. 8:00-8:30AM, B 8:30-9:00PM, C 9:00-9:30AM. Email Nancy with any questions.
- iii. Water Donation – 5:53pm, Nancy checked with storage and they would accept water donation if we provided key, or combo. Doug suggested we pick it up. Nancy recommended that we get 10 cases per quarter.
- iv. Calendar 5:56pm Nancy noted to check website regularly for updates.

B. Vice President Announcement - 5:59pm Eric resigned as he accepted a position in Utah. We will accept his resignation after the meeting ends.

C. Van Update-David Absent

D. CERT Academy #47-Nancy 6:00pm

- i. Class Participation (Schedule) Nancy passed it around. Noted that on 13th of September, Board can bring kits to show to class. 8th class, October 25th, evaluation of kits. Nancy has awards to present to winners.
- ii. Nancy talked about BCJCO and how she is on the board, and will be assisting. That also RBFd will be participating. County fire will handle fire suppression.

E. Committees - Nancy

- i. Fundraising – Nancy Nickels (Chair 2012-13) 6:12pm –
 - a) Numbers of grants to apply for, but many need financial statements to apply for them. Nancy installed QB on her computer and is attempting to produce them.
 - b) Nancy challenged to the board to fundraise for RBCERTAA. until December 31st. The member that raises the most money will receive a RBCERTAA Briefcase.
 - c) Marcelle asked that we do a formal fundraising Oct1-15th, and recognition of our past sponsors, and ask for additional help.
 - d) Marcelle said we need a separate meeting on fundraising. Nancy to schedule a meeting.

- ii. Public Relations – (Open Chair)
 - a) Community Involvement
 - 1. Safety fair to sign up, it was mentioned in the newsletter.
 - b) Communications-Sandy (Pressroom)
- iii. Equipment – Dave Buckland (Chair 2012-13)

F. Brainstorming Session – Topic: RBCERTAA Purpose and Goals 6:17pm – Nancy said next month we will start this. Review on website, and come back with suggestions to align our current purpose to meet our stated goals.

8) ANNOUNCEMENTS

- i. Thursday, September 6th start of CERT Academy #47
- ii. Thursday, September 20th CERT Academy #47 CPR Class
- iii. Thursday, September 27th, CERT Academy #47 First Aid Class
- iv. Thursday, October 4th, CERT Academy #47 First Aid Class
- v. Thursday, October 4th, RBCERTAA Board Mtg, BCHD 6:30pm
- vi. Sunday, October 7th – Redondo Beach Safety Fair
- vii. Saturday, October 13th – BCJCO Shakeout Drill at PV City Hall
- viii. Saturday, October 20th – LDS Safety Fair, 2000 Artesia Blvd.
- ix. Thursday, October 18th – Official State-Wide Shakeout Drill
- x. Saturday, October 27th – CERT Academy #47 Graduation

9) OPEN FORUM 6:20pm – Saturday, September 22nd PVP is having a safety fair, Marcelle invited everyone.
10am - 2pm

10) ADJOURNMENT ~ Nancy 6:26pm