



## RBCERTAA BOARD MEETING AGENDA November 1, 2012

Attendees at this meeting:

RBCERTAA Board Members	Present	Guests in Attendance:
President – Nancy Nickels	X	
Vice President – Open Seat	X	
Treasurer – Debbie Bina-O’Brien	X	
Secretary – Doug Rodriguez	X	
Marcelle McCullough	X	
Dave Buckland	X	
David Byrd	X	
Greg Madden	X	
(Open Seat)		
(Open Seat)		
(Open Seat)		
<b>Fire Department Liaison:</b>		
Capt. Dan Bliss	A	
Chief Paul Lepore	X	
A = Absent		

- 1) **CALL TO ORDER/ANNOUCEMENT ~ Nancy 6:45PM**
- 2) **INTRODUCTION OF GUESTS ~ Nancy – No guests in attendance.**
- 3) **PRESENTATION OF AGENDA ORDER and request for additions/deletions ~ Nancy**
- 4) **CALL FOR APPROVAL OF MINUTES for October 4, 2012 ~ Nancy**
- 5) **FIRE DEPARTMENT CORNER~ Chief Paul Lepore will possibly attend after leadership Redondo. Will revisit**
  - A. **Leadership Redondo – Redondo – Trailer Donation –** Sandy read letter from Chief about trailer donation, and aligning Rbfd and CERT’s needs with donations. Nancy reviewed inventory and drafted a preliminary list of needs to be presented to Leadership Redondo. She didn’t list medical supplies, but will communicate to the Chief that we have medical needs. Marcelle asked about costing, and explained what leadership Redondo is.
    - i. Chief Lepore reviewed ideas for projects that were brought up. Mentioned that Sandy had brought up the trailer idea.
    - ii. It was picked as their project. Nancy mentioned that medical equipment wasn’t detailed, Chief Lepore said that he added items to the list.
    - iii. Discussion surrounding how ever much is raised, aiming for trailer, then supplies inside. They want to make sure the gift is what we want.
  - B. **Refresher Course - 6:56pm** Nancy said that Dan’s last response was “I don’t know if we’re going to have one”. Marcelle asked if we can reach out to Dan and get some type of commitment from the Rbfd. (8:25pm revisited) – Chief Lepore doesn’t know either
  - C. **Hurricane Sandy – 7:41pm –** Nancy summarized the letter that was forwarded from the Mayors office to CERT, and discussion surrounded generators, manpower.
    - i. Marcelle said that it looks like they were looking for professional planners, etc. There are a lot more questions to ask, and the potential liability for the city who sends them. It was mentioned

that Chief Lepore will have a list of volunteers with skills, and this software is what Brenda Emrick has. She has list of skills tracked, and how to improve them.

- ii. Part 2 is "names of people that are qualified to go"
- iii. Discussion of reviewing resources, and any things that are nearing expiration date, and donate them.
- iv. Will be brought up a BCJCO meeting on Sunday.

## 6) OLD BUSINESS:

### A. TREASURER'S REPORT ~ Nancy

#### B. 7:01pm

- i. Presentation and call for approval of Treasurer's Report - Debbie made motion to accept report as corrected, Dave Buckland seconded. Approved.
- ii. Revenues received - Detailed in treasurers report
- iii. Reimbursement requests and presentation of current bills for payment - None.

#### C. Other items

- i. Safety Fair 7:08pm – Nancy reported on this, said that turnout was not as it has been in past years, but still was good. 24 people signed up to be on the list for the next class. CERT participated in a demonstration, stop-drop-roll, Nancy talked about Earthquake safety. Stop-drop-cover. Nancy felt it was well received.
- ii. Shakeout 2012 – 7:10pm – Less than expected turnout. About 30-45 participants. The participants felt that they got quality training and weren't rushed through the stations. Nancy took position of Deputy Commander, and felt that everyone learns something new. Marcelle said that the recap will take place on Sunday, November 4<sup>th</sup>, 2012, 12pm-2pm at HB EOC
- iii. BCHD - Micro Enrichment Grant 7:16pm - Nancy made a submission/confirmation, and October 30<sup>th</sup> Nancy received response if we could have RBFD send a letter that they have reviewed and are aware of our Grant request. Nancy has forwarded it to Chief Lepore, and he has forwarded to Chief Madrigal. Nancy stated that she went through Ken Simpson and he gave a detailed list along with costs. Nancy did not submit entire list of radio needs to BCHD.
  - a. She asked for laptops, ham radios, etc. to equip
  - b. There was discussion that we are a separate non-profit, and are not governed by the RBFD.

## 7) NEW BUSINESS

### A. From the President ~ Nancy

- i. 2012 FEMA Challenge - 7:29pm - Nancy said that she went with Marcelle's suggestion of the plan submitted to FEMA. Businesses, and how those of 100+ employees need to have an emergency plan. Small businesses also need to have a plan, but it can be orally completed. Nancy summarized the program that she designed.
- ii. Hurricane Sandy – 7:39pm -
- iii. Alumni Engagement – 8:34pm – Nancy said she would like to see more social events.
  - a) Blue Water Grill, Nancy was looking for volunteers, Marcelle said she would help out with some ideas. There was also talk about Magic Castle (in RB?).
  - b) Walking group "walk with CERT" first meeting, November 13th. Debbie mentioned that Tony's on the Pier volunteered to share a portion of proceeds.
  - c) Marcelle mentioned that we could send E-card using her Hallmark membership.
- iv. December Board Meeting – Nancy mentioned that we usually don't meet in December, but Nancy would still like to meet. Marcelle stated that she wouldn't be there. Chief Lepore mentioned that Dec 6<sup>th</sup> is night of Chief's retirement dinner.

### B. Committees - Nancy

- i. Fundraising – Nancy Nickels (Chair 2012-13) - 8:44pm – Marcelle stated that we should do the fundraising drive
- ii. Public Relations – (Open Chair)
  - d) Community Involvement 8:45pm nothing to note.
  - e) Communications-Sandy (Pressroom) 8:45pm – Nancy is already working on newsletter, soliciting topics. Topical items, Hurricane Sandy, using buddies, etc.
    1. Dave Buckland mentioned that he put up a link on the website on ways to help out with Hurricane Sandy.
    2. Marcelle mentioned that we may think about mentioning Grill where Mike Grady's band is playing.

iii. Equipment – Dave Buckland (Chair 2012-13)

1. Dave Buckland that the command vehicle was used for the shakeout, utility. He said that it was a cost savings. Dave Buckland thinks that the brakes may need to be looked at.
2. Nancy said she was going to put tags on van, and put gas in it as well.
3. The trailer has a flat, and it was suggested that we put on the spare, and then get the tire fixed. 9:02pm

**C. Brainstorming Session** – Topic: RBCERTAA Disaster Preparedness

**D.** Nancy says we still need to revisit our Mission Statement, Goals, etc.

**E.** Doug mentioned that we need to align our goals with what the RBCFD sees for CERTs role.

**F.** Doug also said that we may have moved so far away from our original mission, in acquiring vehicles, debts, etc.

9:13pm Marcelle revisited that we still have not addressed our callout. Discussion surrounding lists, and adding new graduates to the callout lists.

**8) ANNOUNCEMENTS**

- i. Tuesday, November 13<sup>th</sup>, 6:00pm-7:00pm Beach Cities Walking Group – Walk with CERT
- ii. Thursday, December 6<sup>th</sup>, RBCERTAA Board Mtg, BCHD 6:30pm

**9) OPEN FORUM**

**D. ADJOURNMENT** ~ Nancy 9:15pm