



RBCERTAA BOARD MEETING MINUTES
Jun 6, 2013

Attendees at this meeting:

RBCERTAA Board Members	Present	Guests in Attendance:
President – Nancy Nickels	X	Dale Birmingham WB6MMQ
Vice President – Open Seat		Noble Smith
Interim Treasurer – Dave Buckland	X	Ken Simpson 7:17
Secretary – Doug Rodriguez	X	
Marcelle McCullough	X	
Debbie Bina-Obrien	X	
David Byrd	A	
Greg Madden	X	
Johnny Hernandez	X	
(Open Seat)		
(Open Seat)		
Fire Department Liaison:		
Capt. Bob Herrera	X	
A = Absent		

- 1) **CALL TO ORDER/ANNOUCEMENT ~ Nancy 6:38pm**
- 2) **INTRODUCTION OF GUESTS ~ Nancy – 6:41pm-** Dale Birmingham, guest member of Hughes Amateur Radio Club
- 3) **PRESENTATION OF AGENDA ORDER and request for additions/deletions ~ Nancy 6:40**
- 4) **CALL FOR APPROVAL OF MINUTES for May 2, 2013 ~ Nancy 6:41**
 - A. Marcelle made motion to accept minutes as submitted, Debbie seconded, passed unanimously.
- 5) **FIRE DEPARTMENT CORNER ~ Bob Herrera 6:41pm –**
 - There was discussion of a visit that was held to EOC. Bob noted that there was not very much space, stairs, nor much security. Bob took pictures at EOC, and was discussing layout of room.
 - Bob said that although CERT has a desk, there is no mandate that volunteers show up. Bob asked Ham operators about tier, and who would show up.
 - Nancy said that the radio plan is in the works, but not near completion.
 - Dale mentioned that there are 30 amateur radio operators within a two block radius of Wilderness Park.
 - Nancy said that we would like to have all Amateur radio operators know CERT procedures, NIMS, (6:56)
 - Marcelle said that she had forwarded MOU from MBFD, how CERT interacts with FD.
 - Nancy said we're working on Master plan, Field OP Booklet, training PPT
 - Doug said that PD has Ham radio operators, Ken Carr, and there used to be NET's held their regularly.
 - Debbie asked the purpose of the computer at the CERT desk at EOC.
 - Doug added that in DCS, Ham radio operators only transferred messages, to: from: time: message: Log it
 - Discussion around who to put on list for callout for EOC.
 - Bob said that need to have simple instructions with radios, many to one, one to many communication.

- A. CERT Picnic – 7:22pm - Bob located BBQ, he's on duty. Bob spoke about CERT's non-existent budget. He is making a donation for some of the picnic funds.
- B. CPR and First Aid Cards for Participating Alumni at Academy – Bob to distribute them.

6) OLD BUSINESS:

- A. **TREASURER'S REPORT ~ Dave 7:31pm** Dave said that he spent some time updating financial report \$2253.45 gen fund, \$1156.89 Command vehicle, \$1970.29 Comm Fund.
 - i. Presentation and call for approval of Treasurer's Report May 31, 2013
 - a. Marcelle made motion, Doug seconded to accept report, Passed unanimously.
 - ii. Revenues received – alumni donations, ~\$135
 - iii. Reimbursement requests and presentation of current bills for payment 8:22pm
 - a. \$62 P.O. Box Debbie B., \$457 DMV, ~\$55 smog
 - b. Nancy made motion to pay these items, Johnny seconded
 - c. Dave asked if there were any additional reimbursements, none.
- B. **Other items**
 - i. Communications Hub Project –Nancy Nickels 7:39pm
 - a. Ham Radio equipment purchased \$2134.71 for radios, ~\$470 left to purchase cables, connectors, etc.
 - i. Rescheduling trip to EOC, ham radio room
 - ii. Spoke about communication plan previously, currently in phase 1 –acquisition
 - iii. Want to grow ham radio team, recommended either take class or do online prep-test.
 - iv. Dale spoke about Field Day, will be held 4th weekend of June. Locally, they will be held at Wilderness Park June 22nd, 2013.
 - v. Said that they can help setup, learn, and get on air. Will start setup Friday 1pm
 - vi. He said Sat11-Sun11, contest to see how many stations that can be contacted in 24 hours; voice, code, computer.
 - vii. Marcelle said it would be good to be able to hand out schedule at picnic.
 - viii. Debbie asked questions about amount of work required for 1 or more persons.
 - ix. 8:03 Nancy said they helped secure Wilderness Park for HARC, and they'll help us with training.
 - x. Bob asked about modification of radios, and transmitting data (spreadsheet)
 - xi. Bob had a question about "go-kit" for ham radio operators - Dale said that he had multiple radios, connectors, etc in a computer case. Is able to communicate quite a way (all across the US easily).
 - xii. Doug mentioned that we purchased radios with cross-band repeaters built in to assist with our difficulties connecting N/S Redondo.
 - b. Laptops – Nancy was able to get a quote for 3 laptops for ~\$1200, plus ~72 on all 3 laptops.
 - i. Nancy mentioned that she put in for "Internet on the Go". \$45 and is good for a year, 3GB of data. If we need more data, we can activate onlne, hotspot ~\$87
 - ii. Nancy asked about any objections about moving forward.
 - iii. Staging, IC, Checkin for 3 laptops, Doug made recommendation to use Dropbox.
 - iv. Marcelle made the suggestion to advertise to our alumni to help on the computer committee.
 - v. Marcelle said we need outline of sources of equipment, service, etc. Nancy said that we need to itemize and report back to BCHD upon completion of project.
 - ii. Picnic Marcelle said that committee has inventoried supplies,
 - a. RSVP's so far, 38 CERT people. She will work to get the message out, another email went out today.
 - b. Marcelle will work on agenda, and work around FD.
 - c. Asked for volunteers, reserve park, canopies, tables, etc.
 - d. Summarized picnic
 - iii. Elections, questions about ballots, voting 11-1pm
 - iv. Shakeout funding
 - a. Marcelle was going to check with Area G to donate for funding.

7) NEW BUSINESS

A. From the President ~ Nancy

- i. Field Day – Nancy 8:57 Already discussed
- ii. July Board Mtg Date- Scheduled for July 4th, proposing July 11th.
- iii. City Maps – Nancy has them in her car. Talk about laminating, we will check on sources. Nancy will send dimensions.
- iv. CPR Certification – 9:02pm – George Butts has agreed to train us, but he is unavailable until July.

B. Committees ~ Nancy 9: pm

- i. Fundraising – Nancy Nickels (Chair 2012-13)
 - a. Van Batteries – Nancy checked on donations, but was unable to find any willing to donate.
 - i. Nancy asked if anyone could present a letter to Costco who has a membership.
 - ii. Greg recommended Interstate batteries, Marcelle suggested Osborne automotive
 - iii. Discussion whether we needed all 4 batteries, and idea of getting a trickle charger (Greg M will investigate).
 - b. Command Vehicle Generator 9:15pm. Nancy has a contact. She will work to call them next week.
- ii. Public Relations – (Open Chair)
 - a) Community Involvement (Johnny Hernandez)
 - i. Fire Service Day – Thanks to Bob for donating applications.
 - ii. Sea Fair –May 19 – 8 people signed up for reminders. Marcelle asked Johnny if it was successful, Johnny said yes.
 - iii. Riviera Village Summer Festival June 29-30 – Nancy asked board if we thought it was a good event for garnering support. Leadership Redondo asked us to attend.
 - b) Communications-Sandy (Pressroom) Not present
- iii. Equipment – Dave Buckland (Chair 2012-13)
 - a) Maintenance Schedule – discussion surrounding keeping the batteries charged.
 - b) Storage Unit 9:26pm – Dave mentioned that there are revised financial reports for the board.
 - c) Dave asked if we could refine the wish list as we don't need an extension ladder.
 - i. Nancy asked if LR had revised wish list, Dave said no. We need to refine.

8) ANNOUNCEMENTS

- i. Tuesday, June 18 RBCERTAA Ham Radio Team Mtg, BCHD Coast Rm, 6-8pm
- ii. Saturday, June 22, RBCERTAA Picnic
- iii. Saturday & Sunday, June 22-23, Ham Radio Field Day, Wilderness Park
- iv. July RBCERTAA Board Mtg, July 11th
- v. Tuesday, July 9 , RBCERTAA Ham Radio Team Mtg, BCHD Beach Cities Rm, 6-8pm
- vi. Saturday, July 12, BCJCO Training: I.C. Tabletop Exercise – Nancy will be putting together @ Hermosa Beach EOC.
- vii. Saturday, July 20, Relay for Life, Lincoln Elementary, 9am
- viii. Tuesday, July 23, RBCERTAA Ham Radio Team Mtg, BCHD Coast Rm, 6-8pm

9) OPEN FORUM

10) ADJOURNMENT ~ Nancy Meeting adjourned 9:33pm