



RBCERTAA BOARD MEETING MINUTES
January 7, 2015

ATTENDEES AT THIS MEETING:

RBCERTAA Board Members	Present	Guests in Attendance:
President – Johnny Hernandez	X	Bob Heil
Vice President – Dave Buckland	X	
Treasurer – Nancy Nickels	X	
Secretary – Open Seat		
Dave Held	X	
Sandy Marchese	X	
Daerick Gross		
Noble Smith	X	
Courtney Steeneken		
(Open Seat)		
(Open Seat)		
Fire Department Liaison:		
Melissa Depaoli		
A = Absent		

- 1) **CALL TO ORDER/ANNOUCEMENT ~ Johnny**
- 2) **INTRODUCTION OF GUESTS ~ Johnny**
- 3) **PRESENTATION OF AGENDA ORDER and request for additions/deletions ~ Johnny**
- 4) **CALL FOR APPROVAL OF MINUTES of December 3rd, 2014** Changes are requested and revisions will be reviewed at the next meeting.
- 5) **FIRE DEPARTMENT CORNER ~ Melissa**
 - A. Melissa is moving to Station 2 at the end of the month.
 - B. Banner is up on Prospect.
 - C. Only 4 or 5 people have signed up for the class from the last class.
 - D. Callout at Heritage Point turned out into a good thing because the facility updated all their emergency lighting. Water and batteries were added to supplies in the FD supplies.
 - E. Jan 12th three more paramedics will start at the Fire Department.
 - F. Five people retired last year.
 - G. Chief LePore is out on sick leave.
 - H. Issac Yang will be the new Chief for Special Services.
 - I. Melissa will be meeting with Dave Held at the EOC on Monday to review the radio room.
 - J. Nancy recommended Norman Thorn and Ken Simpson for candidates to work the radio room during disaster operations. Nancy and Dave Held will inquire with these two CERT members about their current situations and if they will be willing to represent RBCERT in the EOC Radio Room.
 - K. Dave Buckland asked if we can move the van to station 2 and if not can we move the big trailer over?
 - L. Melissa said she did not think it would be possible to make changes to our vehicle storage at Station 2.
- 6) **PRESIDENT'S REPORT ~ Johnny (10 min)**
 - A. Saturday, at 1PM need volunteers to re-do the van to take out all equipment that is not necessary for disaster response.
 - B. Sunday, March 29th we will have a booth at the Temple Menorah and volunteers are needed.

7) TREASURER'S REPORT ~ Nancy (15 min)

- A. Presentation and call for approval of Treasurer's Report December 31, 2014 Dave H and Dave B., motion carried.**
 - i. **Beginning balance \$1,635.83**
 - ii. **Expenditures 234.95**
 - iii. **Deposits 30.00**
 - iv. **Ending Balance \$1,430.88**
- B. Revenues received**
- C. Reimbursement requests and presentation of current bills for payment**
- D. Approvals for purchases (Check for goggles in trailer 2 on right top shelf)**

8) COMMITTEES ~ Nancy (50 min)

- A. Fundraising – Sheila (5 Min)**
 - i. **Nancy presented a Donation Request letter to the board for review.** The board suggested changes and approved the letter. Nancy provided donation receipts for the board to use.
 - ii. Nancy will put together PPE packet for sale at the class.
- B. Communications/Public Relations – Daerick (5 Min) Not Present**
- C. Community Involvement – Johnny**
 - i. Temple Menorah: more information to come
- D. Disaster Communications – Dave Held (5 Min)**
 - i. Dave wants to have another FRS class in 2015.
 - ii. Dave wants to have a class for newly licensed Ham operators.
 - iii. Dave Buckland requested that one laptop be obtained to add equipment documents.
 - iv. Dave Held requested that Nancy work with him to pull together our communication plan.
 - v. Dave Held commented that our trailer #2 is beautifully equipped for communications hub.
 - vi. Dave Held wants to relocate the table and chairs to trailer #2.
 - vii. HARC wants to do another training class. Next meeting is Jan 20th at noon at El Segundo Library.
- E. Equipment – Dave Buckland (5 Min)**
 - i. Nancy asked if equipment used for the deployment training was returned to the trailer and Dave B. responded yes.
 - ii. Sandy thanked Dave for returning equipment to her that was used in the Deployment Training.
- F. Training – Nancy Nickels (5 Min)**
 - i. Dave suggests that we pick a date, pick a topic and go.
 - ii. Nancy wants to put together a tentative schedule for training activities.
 - iii. Sandy suggested that we have one 60 days out.
 - iv. Animal Training-Courtney (Torrance Animal Rescue Team for information). Johnny will coordinate with Courtney and pick a date and Sandy will give the contact name for a Vet interested in helping. Megan Silvera, RBCERT alumni is also a source in animal disaster response.
 - v. Ham Radio Newbie Training is requested by Dave B. and Sandy M.
 - vi. Dave will pick a date and get back to Nancy

9) OLD BUSINESS (30 min)

- A. Resource Deployment Plan – Dave Held (5) (see communications committee section)**
- B. Command Vehicle –**
 - i. Vehicle worth is around 4-5 thousand dollars.
 - ii. Meyers RV does not work on these vehicles
 - 1. The mechanic said we probably need a power steering pump. Six hours at \$114 per hour, pump \$150.
 - 2. Odometer does not work. Dave Held said it is probably a DMV requirement.
 - 3. Hood hinge needs replacing.
 - 4. What if we don't get it fixed? The longer it sits and stagnates it will deteriorate.
 - 5. Ken Porter auctions may be able to sell it.
 - 6. Dave got a name and number of a mechanic from Mike Grady to get another estimate for repair.
 - 7. Bob asked if it would be an issue of what to do with what is already in the vehicle and Dave B said we can clear the out the unit and put the supplies in storage locker.
 - 8. It was decided that Dave will contact Ken Porter and get another estimate from the contact from Mike Grady.

9. This issue will be on the agenda for the February meeting to decide on keeping the command vehicle.

10) NEW BUSINESS (15 min)

A. CERT Class Preparations

- i. RBCERTAA Folders
 1. Sandy will try to get handouts for the folders
 2. Johnny will coordinate putting the folders together
 3. Nancy requested a sheet on how to set up Zello
- ii. Items for sale: CPR kits, PPE's (masks, goggles, whistles)
- iii. Supplies – we are already well stocked and all we need is water.
- iv. 1st Night Supplies – Dave B, Johnny H, Sandy M., Bob H. will all attend.
- v. Volunteer Sign-up Sheet will be available at the next meeting. Bob H and Johnny H intend on attending every class.

B. Zello Training – Dave H. (15 min)

- i. Dave requests 7:30 pm Monday night check-in's going forward.
- ii. Nancy to get the word out on newsletter

11) ANNOUNCEMENTS

Wednesday, January 7th, 2015, RBCERTAA Board Meeting
Wednesday, February 4th, RBCERTAA Board Meeting
Thursday, February 12th, RB CERT Academy #51 Begins
Thursday, February 19th, Class ID Session
Thursday, February 26th, RB CERT Class – CPR
Thursday, March 5th & 12th, RB CERT Class – FIRST AID
Wednesday March 4th, RBCERTAA Board Meeting
Thursday, March 19th, RB CERT Class – S&R: Bring your CERT Gear for show
Saturday, April 4th, CERT Graduation – Fire Sta. 2

12) OPEN FORUM

13) ADJOURNMENT ~ Johnny