



RBCERTAA BOARD MEETING MINUTES March 1, 2017

ATTENDEES AT THIS MEETING:

RBCERTAA Board Members	Present	Guests in Attendance:
President – Nancy Nickels	X	Bob Heil
Vice President – Johnny Hernandez		
Treasurer – Paul Weavers	X	
Secretary – Terry Brim	X	
(Open Seat)		
(Open Seat)		
(Open Seat)		
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(Open Seat)		
(Open Seat)		
(Open Seat)		
Fire Department Liaison:		
Curt Mahoney	X	

1) CALL TO ORDER/ANNOUCEMENT

Meeting was called to order at 6:34 PM by Nancy

2) INTRODUCTION OF GUESTS

Nancy introduced Bob Heil, long time CERT alumni.

3) PRESENTATION OF AGENDA ORDER and request for additions/deletions

No additions or deletions.

4) CALL FOR APPROVAL OF MINUTES of February 1, 2017

Minutes approval was tabled due to lack of a quorum at this time. Terry will send a copy to Johnny and Paul for approval prior to next meeting.

5) FIRE DEPARTMENT CORNER ~ Curt Mahoney

A. CPR and First Aid

Curt reported that he discussed training issues with his management and requested CERT Team input as well. Much of the discussion addressed the low sign-up for CERT classes, and Curt asked if it might be due to saturation, i.e. most of those who would want training have now taken it. Team response was that the lack of signups is more likely due to lack of advertisement. It was noted that several other local communities have recently posted notifications for CERT training in the Daily Breeze.

The key to getting more signups may also be due to lack of awareness of what CERT is and how the training would be used in an emergency. Nancy suggested a newspaper article (Daily Breeze, Easy Reader, or Beach Reporter) in which CERT and FD personnel were interviewed and they explained how CERT would be used to augment FD forces in a major emergency. This would include the CERT emphasis on first taking care of your family, then your neighbors, and finally the community at large.

Team also noted that keeping CERT team members engaged is difficult without inclusion. Bob noted that in the past, CERT has been invited to attend FD training exercises, which encouraged members to maintain involvement and increase skills. Traffic control was cited as a skill that might be needed when first on the scene of an accident. Deployment training was also mentioned as a work in progress that required FD input.

Curt asked about how other communities have been managing the relationship between CERT and their FD's. Manhattan Beach was cited as an example where the CERT team works closely with the FD and has taken over the function of community CPR training, which had previously been a FD responsibility. Curt also mentioned that many FD personnel who have been involved in CERT training in the past have now retired. This is one of several factors which contribute to the social distance between CERT members and the FD. The FD may need to train new trainers to continue with the program, and hopefully they would become more engaged with CERT members.

B. DSW Registration

There is some confusion in DSW registration requirements. In the past, CERT was told that registration is required yearly. However, the last registration was held two years ago, so we are all expired. Curt said he would speak with his superiors to clarify requirements.

C. Refresher Courses

CERT team members are required to refresh CPR and First Aid every two years. Training is usually handled by having members attend those sessions of the CERT training classes. However, the last class was held in 2015, so most of us need refresher courses in CPR and First Aid.

6) PRESIDENT'S REPORT ~ Nancy

A. Update on Presidential Duties

Nancy is recovering from surgery and is now able to resume her duties as CERT President.

B. Internet-on-the-go

We currently have a Wifi hot spot purchased through Sprint. New terms on the contract now require that it be used every 60 days or it will be de-activated and a new fee imposed for re-activation. Bob has experience with similar products from other providers and said they have the same requirement. Bob and Paul noted the same functionality is included in some cell phones.

Nancy will investigate alternatives.

7) TREASURER'S REPORT

A. Presentation and call for approval of Treasurer's Report for Feb 2017

i. Beginning Balance	1049.46
ii. Expenses	79.66
iii. Revenue	0.00
iv. Ending Balance	969.80

Nancy moved to approve the Feb 2017 report, and Terry seconded. All approved.

B. Revenues received. None

C. Reimbursement requests and presentation of current bills for payment. None.

D. Approvals for purchases. None.

E. Proposed Budget for 2017.

Paul presented a month by month budget for 2017 based in 2016 monthly expenditures. Without additional income, CERT will be in the red in September. (Nancy has several fundraising items in the next paragraph to address this issue.) In the meantime, it was agreed to minimize expenditures for the immediate future.

Terry moved to accept the proposed budget, and Nancy seconded. All approved.

8) COMMITTEES

A. Fundraising – Nancy

i. Go Green! Fundraising Campaign

Nancy is organizing a "Go Green" (to match our shirt color) fundraising campaign. She will start with the alumni newsletter and follow up with a flier posted to the web site.

ii. Whole Foods-Redondo Beach

Whole Foods cooperates with community groups to raise funds by donating a percentage of profit on a designated day. The application process takes some time, and Nancy is currently in the initial stage.

iii. **Alumni Picnic/RBFD**

Nancy proposed a picnic to include CERT alumni and Fire Department personnel as a means to establish better social ties and as a potential fund raiser. Fund raising would be done via raffle ticket sales. Curt suggested that FD turnout will be best if there is about a 2 month lead time. Nancy will follow up with Curt to determine interest and to establish a date.

iv. **Presentation to Organizations.**

Nancy is working on a Power Point presentation to be made to community organizations as part of a request for funds. Completion is TBD.

B. Communications/Public Relations – No discussion.

C. Community Involvement – No discussion.

D. Disaster Communications

- i. Meeting Room reservation for the CERT Ham radio team has been dropped for now.
- ii. The Ham Radio Club (HARC) has scheduled a HAM Radio Skills Day on March 25th. Nancy has posted the PDF Flier to the CERT web site. Nancy will also set up an email list of the CERT ham radio team to allow direct communications with team in the future.

E. Equipment

- i. Update on van repair. We decided last month to defer purchase of a new bumper until we have the funds. In the meantime, we agreed to remove the portion of the bumper that was bent outward. Nancy will follow up with a contact to have this done.
- ii. Update on Container. Bob clarified that the container is owned by RBFD and predates CERT. When CERT was formed, the FD agreed to allow CERT to use part of it for storage. Curt will follow up with FD.
- iii. Tires for Trailer. Jimmy will follow up with contact about replacing the two tires.
- iv. Generator Maintenance.
Terry reported a quote of \$100/hr for maintenance/repair from a Honda certified warranty repair center. Estimate was 1-3 hrs per generator, and we have two Honda generators; one rated at 2 kW, and one rated at 1 kW. Terry suggested that the 2 kW generator be given priority and all agreed.

Paul mentioned that he had spoken with Jim Chen of Independent Auto Repair, and that he thought they could help us with routine carburetor maintenance.

Nancy also mentioned that she has a contact at Honda, and she will approach them about getting maintenance help.

Terry suggested that a budget of \$200 be allocated to maintenance/repair of the two Honda generators with priority given to the larger generator. Paul moved to approve, Nancy seconded, all approved.

F. Training

- i. Nancy has updated the Training section of the website, and posted the PDF flier from HARC regarding upcoming Skills Day.

G. Animal Rescue – No discussion.

9) OLD BUSINESS – No discussion.

10) NEW BUSINESS - No discussion.

11) ANNOUNCEMENTS

Go Green! Alumni Picnic, Moonstone Park. Schedule is TBD

March 25th, HAM Radio Skills Day, Wilderness Park. Flier posted to CERT web site under "Training".
May 13th, Fire Safety Day. Opportunity for spreading word about CERT.
Sea Fair. Will occur sometime in May.

12) **OPEN FORUM** – No discussion.

13) **ADJOURNMENT** ~ Meeting was adjourned at 8:56 PM

Action Items

Terry

Send copy of Feb meeting minutes to Paul and Johnny for approval. Due March 6th
Follow up on generator repair at the end of March after other related action items have been completed.

Nancy

Verify budget item of \$215 for communications, and update Paul on results. Due March 18th.
Email Whole Foods contact list to Curt. Due March 11th.
Email proposed date for picnic to Curt. Due March 11th.
Check with contact regarding bumper modification. Due March 31st.
Set up email list for ham radio team for direct communication with other organizations. Due March 31st.
Look at alternatives to "Internet on the Go". Due April 5th.

Curt

Assist Nancy with contacts at Whole Foods. Due March 18th.
Follow up with FD management regarding container ownership/repair. Due April 5th.