

CERT

COMMUNITY EMERGENCY RESPONSE TEAM

BRECKSVILLE – BROADVIEW HEIGHTS

Coordinator/Board Meeting Minutes

Date: 10/6/2010

Time: 6:30pm-7:45pm

Location: Broadview Hts. Coffee Shop

Attendance: Leslie Lesinski, Tom Kalvas, Jim Steiger, Brian Russo, Carolyn Jatsek, Ed Egut, Brian Wolf, Kurt Gerber, Neal Hazen, Bill Thrasher, Jerry Lazar, Ray Roginski, Joe Began, Sue Schindler

1. Board/Coordinator Open Positions

An invitation was extended to all members of the BBH Cert to attend this meeting to learn about the open positions. Neal, Bill, Jerry, Ray and Joe came to explore the possibilities. The following positions are currently available:

- Liaison
- Historian
- Operations Coordinator (BH)
- Logistics Coordinator (BH)

The following individuals said they are interested in additional responsibilities: Brian R-Liaison, Neal-Liaison, Bill-Transportation (taking over for Ray), Tom-Logistics and Dina Collava.

2. October 21st General Meeting

This meeting will be a scavenger hunt with various stations set-up on the Community Center grounds to test radio usage and the Incident Command structure.

3. November 17th Meeting

This meeting will be a holiday social. The retired Fire Chief of Maple Heights may be contacted to discuss the experience of those that volunteered for crowd control at the Extreme Home Make-over event in September.

4. Web Site Update

The new web site design is now live.

5. Calendar of Events for Next Year

a. All meetings will be held in the Human Services Meeting room. The meeting schedule will remain the same, 6:30pm for Board/Coordinator meetings and 7pm for General Meetings.

b. More activities were suggested to practice incident command, first aid and radio communication. The following meeting topics and activities were suggested:

- Army Corp of Engineers (April's meeting), also invite fire department personnel
- Evidence Handling talk by Metropark rangers with drill on the following Saturday
- FBI travel tips and awareness
- Gas Company
- Electric Company
- Drill with three locations within the city

7. Bicentennial

Many events are being planned by the Bicentennial committee and a point person from our CERT team is needed to coordinate requests for volunteers. The Holiday parade will be bigger this year to kick-off the Bicentennial.

10. Action Items:

	Item	Who is responsible	By when
1	Send thank you notes to Brandy Karny from Cuyahoga County Emergency Management and Phil Trimolt from the Cleveland Red Cross for the September General Meeting.	Not assigned	Report at Next Coordinator Meeting
2	Gather the necessary information to complete the POD Procedural Notebook and forward it to the Board for review and final approval.	Both Fire Departments	Report at Next Coordinator Meeting

Next Meeting: Wednesday November 3rd at 6:30pm Broadview Hts. Coffee Shop

Respectfully Submitted, Sue Schindler

Cc: E.Egut, J. Hajek, C. Jatsek, P. Koss